



145 Pavilion Lane  
Youngwood, PA 15697

(724) 755-2145  
FAX (724) 755-0914  
[www.westfaywib.org](http://www.westfaywib.org)

**MINUTES**  
**WESTMORELAND-FAYETTE WORKFORCE DEVELOPMENT BOARD**  
**Wednesday, May 27, 2020 – 1:00 P.M.**  
**Call in Meeting**

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Present: Brian Edmiston, Chair; Vicki Loucks; Vice-Chair; Jim Stark, Treasurer Doug Decker, Board Secretary; Lori Albright, Steve Columbus, John Dalrymple, Charlie Datz, Dan Dunmeyer, Marge Duranko, Laurie English, Julian Imbrescia, James Jones, Diane Liska, Bill Magda, Donald Martin, Muriel Nuttall, Jason Rigone, George Rattay, Faye Rosatti, Jim Rugh, Joe Segilia, Tuesday Stanley, Frankie Staszko, Tim Yurcisin

Absent: Ed Yankovich

Solicitor: Attorney Lee Demosky

Guests: Fayette County Commissioner Vince Vicites; Jennifer Nestor, Workforce Development Analyst

Staff: William J. Thompson, Tom Whetsel, Donna Casterwiler

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I. Roll Call (Conference Call)– A quorum was present; official business could be conducted.

II. Chairman’s Report - Brian Edmiston

Brian discussed Bill Thompson’s retirement and the search for a new Executive Director. Michelle Heck from Non-Profit Talent was hired to do the initial search for candidates and a Search Committee of 7 Board Members (Charlie Datz, Tuesday Stanley, Vicki Loucks, George Rattay, Diane Liska, Brian Edmiston, and Doug Decker) assisted with the search of qualified candidates.

At the end of March, Non-Profit had interviewed 12 candidates and then narrowed the candidates to 5. The Search Committee after reviewing the 5 candidates selected 2.

In December 2019, the Search Committee was notified that one of the candidates withdrew their application, as the candidate accepted another position.

Solicitor Lee Demosky stated that at the directive to the Executive Director Search Committee in the December 2019 meeting minutes, provided that the Search Committee will present the final 2 candidates at the next Board meeting, to meet the Board members. Those two candidates would be brought into Executive Session, meet individually with the Board and then the Board would vote who to offer the position to and set the salary.

That motion made on December 19, 2019, needs to be rescinded and recast to either, direct the Executive Search Committee to go back and present two candidates or have authority to present one candidate and have the Board make that decision of whether to offer that candidate that position.

The Solicitor stated if the Board wants two candidates presented then we will have to negotiate a contract with Nonprofit Talent as they will be seeking compensation for the additional services to be provided.

Brian Edmiston made a request for a motion.

Charlie Datz said the Search Committee and Nonprofit Talent did their due diligence.

Mr. Datz made the motion that the board rescind the December motion requiring two candidates to come forward in light of the work of the Search Committees time and Non-Profit Talent and the Covid-19 restrictions. George Rattay seconded that motion to rescind the minutes of December 19, 2019.

Discussion on the motion: Don Martin said the Search Committee did a wonderful job in finding a qualified candidate and this has happened to many of us in the past in business and education.

Charlie Datz stated that the search committee reflected the membership of the Board. Several committee members represented private sector, education and labor.

Call for the vote.

Ayes have it. Motion carried.

Lee Demosky stated that since this motion was approved the recommended candidate can be presented by Chairman Edmiston.

Brian Edmiston said the top candidate is Janet Ward and the Search Committee recommended that she be offered \$110,000, along with the existing employee fringe benefit package starting May 27, 2020.

George Rattay made the motion that Janet Ward be offered the Executive Director position May 27, 2020 at a salary of \$110,000. Doug Decker seconded the motion; motion carried.

Mr. Thompson's retirement date is June 26, 2020. A Consulting Agreement has been drawn up for Bill Thompson. The Agreement drawn by our Solicitor states that will work 10 hrs. per week during a normal work week thru July 1 September 30 with a consulting fee \$65/hour with plus any reimbursable travel hours.

George Rattay made the motion to move forward the Consulting Agreement for Bill Thompson. Joe Segilia seconded the motion; motion carried.

Steve Columbus noted a typo in 6A on the agreement. This was changed: (a) The Consultant shall, at all times, be subject to the oversight and direction of the WDB's Board of Directors and Executive Director.

Motion carried. Unanimous

Bill will send an email to the PA Department of Labor and Industry informing them that the Board has made the selection, as well as the County Commissioners in both counties. A press release will be issued announcing Janet Ward as Executive Director.

We will be using zoom for the June 8th meeting,

Adjournment

Minutes: Donna Casterwiler