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**MINUTES**  
**WESTMORELAND-FAYETTE WORKFORCE DEVELOPMENT BOARD**  
**Monday, June 8, 2020 – 1:00 P.M.**  
**Call in Meeting (Zoom)**

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- Present: Brian Edmiston, Chair; Vicki Loucks; Vice-Chair; Jim Stark; Treasurer, Doug Decker, Board Secretary; Steve Columbus, John Dalrymple, Charlie Datz, Dan Dunmeyer, Marge Duranko, Laurie English, Julian Imbrescia, James Jones, Diane Liska, Bill Magda, Muriel Nuttall, Jason Rigone, George Rattay, Faye Rosatti, Jim Rugh, Joe Segilia, Tuesday Stanley, Frankie Staszko, Tim Yurcisin
- Absent: Lori Albright, Don Martin, Ed Yankovich
- Solicitor: Attorney Lee Demosky
- Guests: Westmoreland County Commissioner Doug Chew; Fayette County Commissioner Scott Dunn; Fayette County Commissioner Vince Vicites; Jennifer Nestor, Workforce Development Analyst
- Staff: Janet Ward, William J. Thompson, Tom Whetsel, Donna Casterwiler, Melissa Keys, Christina Fortunato, Nick Falcone, Josie Manns

- I. Roll Call (Zoom Conference Call)– A quorum was present; official business could be conducted.
- II. Chairman’s Report
  - Approval of Minutes

Charlie Datz made the motion to approve the amended minutes from the December 9, 2019, Board Meeting. Vicki Loucks seconded the motion; Chairman Edmiston asked if there were any abstentions. Hearing none, he called for approval; motion carried.

- Approval of Minutes from May 27, 2020

George Rattay made the motion to approve the minutes from the May 27, 2020, Board meeting. Laurie English seconded the motion. Chairman Edmiston asked if there were any abstentions. Hearing none, he called for approval; motion carried.

III. Finance Committee Meeting Report – Jim Stark

The Finance Committee met May 27, 2020. Agenda items were 1.) Budget for 2020-2021 and the selection of the Auditor. Budget pages and information on auditor were distributed to Board Members and provided at the Zoom meeting today.

Total budget for Program Year July 1, 2020 -June 30, 2021 - \$12,099,656

Tom Whetsel stated that in regards to Covid-19, \$7Million in grant monies will be allocated for workforce development activities and our WDB will be receiving some of these monies.

Also, on hold are the Rapid Response, National Emergency Grant and Strategic Innovation grants. These grant allocations will be brought back at the September 2020 Board meeting.

Tim Yurcisin made the motion to accept the budget for July 1, 2020 - June 30, 2021 of \$12,990,656.

Dan Dunmeyer seconded the motion. Chairman Edmiston asked if there were any abstentions. Hearing none, he called for approval; motion carried.

2) Auditor Selection

WDB received one proposal for the audit after making two attempts of advertising for the 4-year audit period of July 1, 2019 to June 30, 2023. The recommendation was to award the bid audit to Mark Turnley, CPA at a cost of \$38,600.

Charlie Datz made the motion to approve Mark Turnley CPA for a total cost of \$38,600. Joe Segilia seconded the motion; Chairman Edmiston asked if there were any abstentions. Hearing none, he called for approval; motion carried.

IV. Executive Director Report - William J. Thompson

1. Contract Renewals - July 1, 2020-June 30, 2021

This is the final year for the Operator and the Title 1 contract with the Private Industry Council. The Private Industry Council operates the WIOA Title 1 Career Services in the amount of \$1,110,000, operation of the PA Department of Human Services revised EARN Program (to serve TANF recipients) in the amount of \$699,000, and the Operator contract in the amount of \$38,000.

PA CAREERLINK® FINAL YEAR EXTENSION

<b>Name</b>	<b>Program Title</b>	<b>Amt. Recommended</b>
Private Industry Council	Operator	\$ 38,000
Private Industry Council	WIOA Title 1 Career Services	\$1,100,000
Private Industry Council	PA. Dept. of Human Services EARN Program	\$ 699,000

Approval is needed for the 3 CareerLink Centers.

PA CareerLink® Westmoreland	\$260,997
PA CareerLink® Fayette	\$227,092
PA CareerLink® Alle-Kiski	\$277,355

Charlie Datz made the motion to approve the Operating Budgets for the CareerLink's. Vicki Loucks seconded motion. Chairman Edmiston asked if there were any abstentions. Tim Yurcisin abstained due to conflict of interest. Chairman Edmiston called for approval; motion passed unanimously with the abstentions.

Seven (7) 2020 WIOA Young Adult Employment and Training Program Contract Renewals need approval for extension for another year. This is the second year for the RFP for in-school and out-of-school youth with WIOA funds. Total amount: \$1,139,292.79.

George Rattay made the motion to accept the Contract approvals in the amount of \$1,139,292.79. Doug Decker seconded the motion. Chairman Edmiston asked if there were any abstentions. Tim Yurcisin and Jim Stark abstained due to conflict of interest. Chairman Edmiston called for approval; motion passed unanimously with the abstentions.

Providing services through our CareerLink Center, Westmoreland Community Action and Life's Work of Western PA have received funds through the National Dislocated Worker Health Emergency Grant assisting individuals with the opioid crisis.

Westmoreland Community Action is to serve 20/25 employers who are interested as being identified as a Recovery Friendly Workplace.

Life's Work of Western PA, based in the Mon Valley are providing placement and retention services to those in recovery in Westmoreland and Fayette. They are hoping to serve 25 individuals in recovery efforts.

Dan Dunmeyer made the motion to approve Westmoreland Community Action and Life's Work of Western PA. Marge Duranko seconded the motion. Chairman Edmiston asked if there were any abstentions. Hearing none, Chairman Edmiston called for approval; motion carried.

A new grant needing approval is a Youth Re-Entry program in both counties. This is a collaborative approach to working with young individuals that are connected to both juvenile justice systems. City Mission in Fayette County has opened Aspire Youth Center and WDB has agreed to provide \$23,675 on a 3-month pilot basis. Aspire will provide education services, career readiness and other required education services. This grant will be reevaluated for future consideration.

Vicki Loucks made the motion to approve the Youth Re-entry Grant with City Mission. Jim Stark seconded the motion; Chairman Edmiston asked if there were any abstentions. Hearing none, Chairman Edmiston called for approval; motion carried.

A meeting is being scheduled for June 23, 2020, to meet with Westmoreland County Judge Bononi to discuss Westmoreland County's collaboration between the Juvenile Justice System and the Workforce Board.

#### V. New Business - Elections of Officers

The present slate of officers indicated they wish to remain as officers of the WDB.

Bryan Edmiston, Chair  
Vicki Loucks, Vice Chair

Jim Stark, Treasurer  
Doug Decker, Board Secretary

George Rattay made the motion for the following slate of officers:

Brian Edmiston, Chair  
Jim Stark, Treasurer

Vicki Loucks, Vice Chair  
Doug Decker, Board Secretary

George Rattay asked for other nominations from the floor. Hearing no other nominations, the slate of officers was closed.

Charlie Datz seconded the motion to set the slate of officers; hearing no abstentions motion carried.

VI. Good of the Order – Janet Ward, Executive Director

Janet thanked everyone for their confidence in selecting her as Executive Director and asked the Board members to reach out to her during the transition.

Her former position as Youth Services Manager will be posted with the goal to have the person selected by end of July.

VII. Open Forum

VIII. Adjournment

Minutes: Donna Casterwiler