



MINUTES
WESTMORELAND-FAYETTE WORKFORCE DEVELOPMENT BOARD
MONDAY, JUNE 11, 2018 – 1:00 P.M.
COMMISSIONER’S HALL, WCCC, YOUNGWOOD, PA

Present: Brian Edmiston, Chair; Doug Decker, Board Secretary; Lori Albright, Lauri Aston, Steve Columbus, Charlie Datz, James Jones, Diane Liska, Vicki Loucks, Bill Magda, Muriel Nuttall, George Rattay, Jim Rugh, Phil Savini, Joe Segilia, Frankie Staszko,

Absent: Jim Stark, Treasurer, Dan Dunmeyer, Marge Duranko, Terri Knupp, Ron Ott, Ralph Resnick, Jason Rigone, Faye Rosatti, Kelly Scott, Tuesday Stanley, Tay Waltenbaugh, Ed Yankovich, Tim Yurcisin

Present: Solicitor Lee Demosky

Guests/partners: Fayette County Commissioner Vince Vicites, Fayette County Commissioner Angela Zimmerlink; Don O’Brien, Chief of Staff for Westmoreland County Commissioner Gina Cerilli; (Presenter) Jane Heiple, LYCEUM Group LLC; Carol Hull, BWPO-Rapid Response, Kathy Hull, [Fayette Business Education Partnership Coordinator](#); Sean Sypolt, Vice President of Business Services/Operator 1 stop , PIC; Janice Albright; Site Administrator, Westmoreland CareerLink®; Ted Martin, Site Administrator; Fayette CareerLink®; Rick O’Domes, Site Administrator, Alle-Kiski CareerLink®; Dana Valente, Executive Director, Fayette County Human Services; Gail Hesky, Executive Director; Westmoreland County Human Services; Sue Conrady, Director, IU 1; Rachel Zilcoski, I.U. 1; Jamie Martine, PA DOL, UC;

Staff: Bill Thompson, Donna Casterwiler, Melissa Keys, Janet Ward

I. Public Comments – None

II. Roll Call – A quorum was present; official business could be conducted.

Introduction of new board members: Diane Liska, Director of Learning and Talent Management for Peoples Gas and James Jones, Plant Manager for Johnson Matthey.

III. Vote on Consent Agenda Items

- March 12, 2018 – Board of Director Minutes
- May 8, 2018 – Executive Committee Minutes
- Statement of Financial Position

George Rattay made the motion to approve the Consent Agenda Items. Charlie Datz seconded the motion; motion carried.

Business Education Partnership presentations:

Muriel Nuttall – Fayette Business and Education Partnership
Jane Heiple - Westmoreland Forum

The WDB has invested resources and staff to support each Business Education Partnership. The presentation will provide the Board an opportunity to review the many successes in both counties, and what has been done and what can be done in the future to increase career awareness building a viable workforce.

IV. Finance Committee – Jim Stark (Tom Whetsel presented budget)

Westmoreland-Fayette WIB Budget for Program Year July 1, 2018-June 30, 2019

Allotted for Training:	69.7% or	\$6,293,715
CareerLink's:	16.30% or	\$1,471,095
WIB Salaries & Benefits:	6.10% or	\$ 549,639
Uncommitted Funds:	6.7% or	\$ 600,505
WIB Operating costs:	1.20% or	\$ 110,700
		\$19,025,634

WIB Operation	<u>2018</u> <u>Budget</u>	<u>2019</u> <u>Budget</u>
644,805	660,339	\$14,466 decreases over last years
WIB operations	6 full time staff - 2% employee salary increase proposed 11% increase in health care premium, reduction in unemployment compensation, all other benefits no increase in premium - WIB Operations is 7.3% of budget.	
ITA	<u>2018</u> 1,089,053	<u>2019</u> 1,466,808
Youth Programs	<u>2018</u> 1,463,809	<u>2019</u> 1,497,785
Welfare Program	<u>2018</u> 1,092,278	<u>2019</u> 1,092,278
Title I Operator	<u>2018</u>	<u>2019</u>
CareerLink Costs	1,435,195	1,471,095
Title I Contract	926,628	962,528
Alle-Kiski CareerLink	106,509	106,509
Fayette CareerLink	130,445	130,445
Westmoreland CareerLink	149,418	149,418
Uncommitted	122,195	122,195

26 full time staff funded thru WIB

OJT	<u>2018</u>	<u>2019</u>
• Customized OJT Training		
• Incumbent Worker Training		
	1,191,536	1,149,600
	50% wage reimbursement to employers	
 Career Services	 <u>2018</u>	 <u>2019</u>
Pre-Apprenticeship Training	43,500	43,500
 Business Education Partnership	 <u>2018</u>	 <u>2019</u>
	114,182	102,046
 Foundation	 <u>2018</u>	 <u>2019</u>
	22,939	-0-
 FEDERAL PROGRAMS		
	<u>2018</u>	<u>2019</u>
Shale Net Income	8,595	8,595
EARN Program Income	168,567	168,567
 Other Programs	 <u>2018</u>	 <u>2019</u>
Micro-Credentials	449,225	398,739
Pre-Apprentice/Apprenticeship	-0-	365,796 (Apprenticeship-335,000 Internships- 30,796)
 Pending Awards	 <u>2018</u>	 <u>2019</u>
Capacity Building		145,495
Strategic Initiatives		252,000
Opioid Intervention Grant		581,058
Teacher In- Fayette		50,000
Teacher In- Westmoreland		50,000
		1,078,553
 Uncommitted Funds	 <u>2018</u>	 <u>2019</u>
	1,648,672	600,505

Doug Decker made the motion to approve the Budget for year ending 2018-2019. Joe Segilia seconded the motion; motion carried.

V. Customer Service Committee - Jim Rugh

WIOA Title 1 Contract extension: 4-year contract will be renewed each year (\$962,000) upon evaluation.

WIOA Operator Contract extension: Contract renewed with PIC to serve as Operator for the Westmoreland, Fayette & Alle-Kiski CareerLinks®. (\$35,000)

1. EARN contract extension - Private Industry Council contracted for services
 - a. TANF - Department of Human Resources - \$1,092,278 budgeted
Past year served: 198 people; placed 111; 56 actively searching for employment; 5 are in school. PIC receives 65% in reimbursements; 35% if incentives are met. Contract extended for the 2018-2019 year.

Policy reviews:

No change in following policies:

- Apprenticeship
- Individual Training Accounts (ITA'S)
- On-The-Job Training (OJT)
- Customized Training
- Supportive Services
- Transitional Employment

One change for the Incumbent Worker training. (see c.)

- a. Can used 20% of adult & dislocated workers funds for incumbent worker training
- b. To upgrade skills for current works with at least 6 months' work history with current employer; used tot rain to retain to avert layoff,
- c. **Incumbent Worker Policy raising the cap on the incumbent eligible for training to \$24.00/hr.**

WIOA Youth Contracts 1-year Extension

New Business Partnership with the public libraries in each county.

WIB participated in a grant application for Employment & Training funds to support families dealing with the opioid crises. The requested amount is \$581,058 for 2 years.

Charlie Datz made the motion to approve the Customer Service Committee's recommendations. Phil Savini seconded the motion; motion carried.

VI. New Business

A Board Retreat will be held on September 10, 2018 (in lieu of our regular Board meeting) starting at 9 a.m., ending at 2:00 p.m., at St. Vincent College, Fred Rogers Center in Latrobe. Our plan is to have a professional facilitator.

VII. Election of Officers - George Rattay

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

Mr. 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; motion carried.

VIII. Pennsylvania CareerLink Logo

Letter from Eileen Cipriani: “Changes made in leadership and staffing and at the same time the PA Department of Labor and Industry is looking to build out a marketing campaign with the CareerLinks®”. New logo: “PA CareerLink® a proud partner of the AmericanJobCenter network. Coming September 2018, the URL will change to www.pacareerlink.gov.”

IV. Discussion

Joe Segilia is working with Ford Machines to open a training site by September to train 9th through 12th grade students to learn career pathways and then be hired by Ford. STEM training will be offered for adults making this a private, public partnership.

Phil Savini said Cal U is working with the Brownsville Area School District and IBM to certify people in various technology fields.

Meeting adjourned

Minutes: Donna Casterwiler