



**Local Elected Official (LEO) Board
Meeting Notes
September 13, 2017**

The Local Elected Official (LEO) Board of Central Pennsylvania Workforce Development Corporation (CPWDC) held a meeting Wednesday, September 13, 2017 at Union County Government Center, Lewisburg, Pennsylvania.

The following LEO Board members attended:

Commissioner Stephen Dunkle - Mifflin County
Commissioner Kenneth Holdren- Montour County
Commissioner Joe Kantz- Snyder County for
Commissioner Malcolm Derk
Commissioner Richard Mirabito- Lycoming County
Commissioner Pete Smeltz – Clinton County

The following guests attended:

Dean Girton
Ryan Tira

The following staff attended:

Lisa Loveless
Korrie Lucas
Erica Mulberger

The following LEO Board members voted by proxy:

None

Call to Order and Approval of Minutes

Pete Smeltz, LEO Board Chair, called the meeting to order at 9:04 a.m. noting a quorum was present. He welcomed Commissioner Joe Kantz and thanked him for being present to represent Snyder County in Commissioner Malcolm Derk's absence. Pete introduced Lisa Loveless, CPWDC Administrative Assistant and offered her a warm welcome.

- ***Ken Holdren made a motion to approve the minutes from the June 14, 2017 LEO Board meeting. Richard Mirabito seconded the motion. The motion was unanimously approved.***

Public Comment

No comments were made.

WDB Membership Appointments

Erica Mulberger, CPWDC Executive Director, indicated there are no new appointments at this time but shared CPWDC presently has a private sector vacancy to fill due to the resignation of Mark Morgenfruh of Larson Design Group in Lycoming County. Erica also shared Penn College has expressed interest in rejoining the Workforce Development Board (WDB) adding there is no vacancy at present. The LEO discussed the importance of maintaining a balance to ensure compliance with the mandated composition of members. Erica reviewed qualifications required of a WDB member and the overall appointment process. When asked to clarify whether Penn College must be a member, Erica clarified there must be representation for education, not specific institutions.

Funding and Program Updates

Erica provided an overview of the 2017-20 CPWDC Multi-Year Regional and Local Plans. She explained the Workforce Innovation and Opportunity Act (WIOA) requires local WDBs to submit a local plan to the appropriate state agency every 4 years. The CPWDC Regional and Local Plans must be submitted to the Pennsylvania Department of Labor and Industry by September 1, 2017 after a 30 day public review and comment period. She explained a special WDB meeting took place on August 24, 2017 to discuss and approve the plans for the required 30 day public review and comment period.

Erica explained CPWDC developed and successfully submitted one-year transitional plans for 2016; the 2017-20 plans build upon them with updates to ensure alignment with the Governor's Combined State Plan. The Department of Labor & Industry made funds available to assist with multi-year plan development and coordination, whereas CPWDC procured a consultant. At CPWDC staff's lead, the consultant assisted with the conversion of the transitional plans to multi-year plans by collecting information from stakeholders to ensure collaborative, functional plans. A stakeholder survey was released and respondents indicated technology, manufacturing and healthcare as having high priority with estate, banking and insurance as the next up-and-coming sectors to reach high priority status. Erica reported job growth is estimated at 8,700 by year 2022. It was also shared that a quarter of all jobs

are held by workers ages 55 years and older creating a need to upskill younger workers to backfill positions as individuals retire. There will be enough available jobs for all those seeking work, however the challenge to fill these jobs will relate to skill sets. Erica noted the Local Plan is 118 pages compared to the Regional Plan being 22 pages in length and she will discuss/review the plans in further detail during the upcoming WDB/LEO joint board meeting.

- ***Kenneth Holdren made a motion to approve the 2017-2020 Central Local Plan and Central Region Plan as posted for the 30 day public comment period. Stephen Dunkle seconded the motion. The motion was unanimously approved.***

Erica addressed the importance of WIOA In-School Youth (ISY) program activities such as Camp STEAM (Science, Technology, Engineering, Arts, Math), where students have the opportunity to discover local careers through business tours and employer guest speakers. She thanked the commissioners for their participation as guest speakers at the camps expressing gratitude for the support and encouragement they provided to the youth. Pete stated it was a good experience to see firsthand how the program works and that any opportunity to speak directly with youth is worthwhile. Erica added Camp STEAM is designed to provide youth with various skill training activities while enhancing soft skills essential to their future career decisions and employment opportunities.

In regard to WIOA Out-of-School Youth (OSY), Erica reported Central Susquehanna Intermediate Unit (CSIU) continues to provide high quality services in Columbia, Montour, Northumberland, Snyder and Union counties. ResCare Workforce Services, under contract to provide services in Centre, Clinton, Lycoming and Mifflin Counties has been placed on probationary status due to not meeting expectations. The probationary period is scheduled to expire December 30, 2017 and allows ResCare time to re-organize and address concerns CPWDC has identified. Erica added concerns are in regard to back-office operations.

Erica informed the LEO that The Link, CPWDC's mobile workforce center, will be onsite for members to tour following the joint WDB/LEO Board meeting.

Erica shared Mr. Aghyad "Alex" Kanafani, Pennsylvania Governor's Achievement Award Winner, will be a guest speaker during the joint WDB/LEO meeting to discuss his experience coming to America from Syria and his success story stemming from his participation in CPWDC programs in the PA CareerLink®. He will be presented with a certificate recognizing his accomplishments.

Open Discussion

Joe Kantz, Snyder County Commissioner, shared that he may be attending more WDB/LEO meetings due to Malcom Derk having other obligations for the County.

Adjournment / Date of Next Meeting

CPWDC's Executive Committee will meet on Friday, October 6, 2017; LEO Board members are invited to attend for informational purposes.

The LEO Board meeting adjourned at 9:43 a.m.

Respectfully submitted,

Lisa Loveless