WORKFORCE BOARD LEHIGH VALLEY BOARD MEETING  
TUESDAY, MARCH 9, 2021  
8:00 A.M.  

Join Zoom Meeting  
https://us02web.zoom.us/j/86007815390?pwd=QWpKbUxqaXJLVnh2eUdxZ25sVnA2dz09  
Meeting ID: 860 0781 5390 | Passcode: 872374  
One tap mobile +19294362866,,86007815390#,,,,*872374#  

AGENDA  

1. Welcome  

2. Action Required  
   • Approval of December 8, 2020 Minutes – Attachment 1  
   • Finance Committee Report, Program Year 2020-2021 – Attachment 2  
   • Request for Proposal – Summer Jobs Program  
   • WIOA Local Plan 2021-2024 / Goals and Challenges – Attachment 3  
     o Special WBLV Board Meeting – March 30, 2021, 3:00pm  
   • Allentown School District Century Fund Industry Coordinator  

3. Federal and State Policy and Data Report  

4. PA CareerLink® Lehigh Valley Workforce System Update  
   • Bureau of Workforce Partnership and Operations (BWPO)  
   • Educational Data Systems, Inc. (EDSI)  

5. Strategic Planning and Alignment  
   • Dislocated Worker Outreach Initiative  
   • Lehigh Valley Career Pathways / Digitized  
   • Employability Skills Curriculum On-Line / Kiosk  
   • Business and Industry Youth “Zoom In” Initiative  
   • Manufacturing Summit / Apprenticeships  
   • Engage Business Outreach Program  
     o Women and Minority Owned Businesses, COVID-19 Work/Life Issues  
   • PA Department of Labor and Industry Press Event  

6. Committee Reports  
   • Lehigh Valley Business Education Partnership  
   • Workforce Solutions, Accountability and Compliance  
   • Business and Policy  
   • Youth  

7. Other/Adjournment  

NEXT MEETING: TUESDAY, JUNE 8, 2021 @ 8:00 A.M.
The Workforce Board Lehigh Valley (WBLV) Board meeting was held virtually on Tuesday, December 8, 2020 at 8:00am.


Guests Present: Phillips Armstrong, Lehigh County Executive, Becky Bartlett representing Northampton County Executive McClure, Kimberly DeLellis, Center for Workforce Information and Analysis, Dave Marakovits and Jeff Dobeck, Buckno Lisicky & Co., Nancy Wilt for Representative Peter Schweyer, Megan Beste for Congresswoman Susan Wild, Michelle Griffin-Young, Ashley Lorah, and Brittney Waylen.

Staff present: Nancy Dischinat, Marie Beacher, Gina Kormanik, Lillian Rodriguez, Nanse Woflington, Vanessa Rivera, and PA CareerLink® Lehigh Valley Staff Sue Griffith, Mike Dopkin, Larry Melf, Educational Data Systems.

Chair Laurie Hackett welcomed all to the December 8, 2020 Workforce Board Lehigh Valley Board meeting.

**Action Required**

**June 9, 2020 Minutes**

**ACTION:** Stephen Patterson motioned, Portia Watkins seconded and all approved the June 9, 2020 minutes as presented. No abstentions.

**Draft Audit Report**

Dave Marakovits from Buckno Lisicky & Company reviewed the Workforce Board Lehigh Valley Financial and Single Audit Reports for Program Year 2020 reporting no findings.

**ACTION:** Jane Brooks motioned, Don Cunningham seconded and all approved the Draft Audit Report for Program Year 2020 as presented. No abstentions.

**Finance Report**

Stephen Patterson reviewed the Finance Committee reports for July 1, 2020 to June 30, 2021.

**ACTION:** Stephen Patterson motioned, Mark Erickson seconded, and all approved the Financial Reports for Program Year 2020 as presented. No abstentions.

**Request for Proposal Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Employment Advancement & Retention Network (EARN)**

Nancy Dischinat reported on the WBLV Request for Proposal (RFP) for WIOA Adult, Dislocated Worker, and EARN services, citing the current provider as Educational Data Systems, Inc.

**ACTION:** Stephen Patterson motioned, Keith Reynolds seconded and all approved the Request for Proposal for WIOA Adult, Dislocated Worker and EARN services as presented. No abstentions.

**Request for Proposal One-Stop Operator**

Nancy Dischinat reviewed the Request for Proposal for One-Stop Operator, citing the current provider as Greater Lehigh Valley Chamber of Commerce.

**ACTION:** Jane Brooks motioned, Portia Watkins seconded and all approved the Request for Proposal for One-Stop Operator as presented. No abstentions.
Request for Proposal Information Technology Services
Nancy Dischinat reported on WBLV Request for Proposal for Information Technology (IT) Services, citing the current provider as Netrepid.

**ACTION:** Stephen Patterson motioned, Catherine Campanaro seconded and all approved the Request for Proposal for IT Services as presented. No abstentions.

Talent Supply Study/Lehigh Valley Economic Development Corporation
Nancy Dischinat reported on the 2021 Lehigh Valley Economic Development Corporation (LVEDC) and Workforce Board Lehigh Valley Talent Supply Study RFP to update research, reassess employer talent needs, validate workforce strategies, and assess COVID-19 impact projected cost $120,000. **ACTION:** Paul Anthony motioned, Catherine Campanaro seconded and all approved the Talent Supply Request for Proposal for a WBLV cost of $60,000 as presented. No abstentions.

Lehigh Valley Economic Development Corporation Investment Renewal
A report was provided on LVEDC’s request for WBLV support as an investor for $21,000.

**ACTION:** Michael Woodland motioned, Denise Maiatico seconded and all approved the LVEDC investment renewal as presented for $21,000. Don Cunningham abstained.

Program Year 2020 and 2021 Negotiated WIOA Performance
Nancy Dischinat present the PY 2020-2021 WBLV Negotiated WIOA Performance Standards.

**ACTION:** Jane Brooks motioned, Janice Komisor seconded, and all approved the Program Year 2020 and 2021 Negotiated WIOA Performance as presented. No abstentions.

Finish What You Start Grant
Nancy Dischinat reviewed the Finish What You Start grant with Lehigh Carbon Community College (LCCC) and Northampton Community College (NCC) and targeted audience consists of individuals who stopped out or dropped out of their programs of study.

**ACTION:** Jane Brooks motioned, Tim Mulligan seconded, and all approved the Finish What You Start grant. Dr. Ann Bieber and Dr. Mark Erickson abstained.

Planning and Labor Market Data
Keith Reynolds introduced Kim DeLellis, Division of Chief, PA Department of Labor and Industry Center for Workforce Information and Analysis who presented new Labor Market Information.

PA CareerLink® Lehigh Valley Workforce System Update
Mike Dopkin updated Bureau of Workforce Partnership and Operations System activities and Sue Griffith reported on PA CareerLink® Lehigh Valley system activities.

Business, Industry and Education Alignment
Nancy Dischinat reported on: Michelle Griffin-Young; Prologis Community Workforce Initiative; What’s So Cool About Manufacturing Technology; and Employer Wednesdays.

Grants and Initiatives
Nancy Dischinat reported on: CARES Act Funding, Recall, Reboot, Redirect Grant, Business Education Partnership Career Linking Staff Grant, Early College and Dual Enrollment Student Success Coach Grant, High School Pathways/Apprenticeship, Jobs Tree at St. Luke’s Sacred Heart Campus, and Virtual Jobs Tree.

Other/Adjournment
With no further business, Laurie Hackett motioned, Janice Komisor, seconded and all approved the adjournment of the meeting at 9:35am.