

Pennsylvania

Lehigh Valley Workforce Investment Board, Inc.

LEHIGH VALLEY WORKFORCE INVESTMENT BOARD, INC.

June 19, 2007

Minutes

The Lehigh Valley Workforce Investment Board, Inc. met on Tuesday, June 19, 2007 at 7:30am at Lehigh Valley Workforce Investment Board, Inc., 1601 Union Boulevard, Allentown.

Committee Members Present: Ron Achey, Elsie Batista-Casciole, Craig Becker, Robert Daday, Todd Donnelly, Eugene Ervin, Daniel Farrell, Vito Gallo, Mike Gibson, Kelly Gould, Armando Greco, Mary Kay Grim, Clyde Hornberger, Alan Jennings, Gregory Lauray, Drew Lewis, John MacDonald, Ross Marcus, John Mehler, Victor Meyer, Deborah Miller, Ed Murray, William Newhard, Jack Pfunder, Sharon Scheirer, Don Snyder, Wanda Sulé, Marc Troutman, Mary Ellyn Voden, Rick Walters, and Ed Zale.

Committee Members Absent: Kevin Easterling, Robert Episcopo, Jeffrey Gaddy, Michael Galio, Sally Gammon, Tony Iannelli, Mike Moorehead, Mark Reardon, Peter Rittenhouse, Art Scott, Sis-Obed Torres, David Vaida, George Werkheiser and Carol Young.

Chair Ervin, welcomed the following special guests:

- Dr. Karen Angello, Superintendent, Allentown School District
- Lisa Walter, Representing Representative Robert Wonderling
- Ellen Kern, Chief of Staff, Representing Senator Pat Browne
- Pawan Singh, Periscope IQ
- Dick Colyer, State Monitor, Department of Labor and Industry
- Paul O'Malia, Luzerne/Schuylkill WIB
- Cindy Feinberg, County of Lehigh

Eugene Ervin, Chair, called the meeting to order and asked for approval of the March 20, 2007 meeting minutes. A motion was made by John Mehler, seconded by Clyde Hornberger. All in favor. Motion carried.

Eugene Ervin welcomed everyone and asked to self introduce themselves, including new members, existing members and guests.

Eugene Ervin asked for a motion to approve the Slate of Officers and Directors. A motion was made by Sharon Scheirer, seconded by Edward Murray. All in favor. Motion carried.

BOARD DEVELOPMENT AND ENVIROMENTAL SCANNING

Eugene Ervin reported that he has been asked to serve on the PA Workforce Investment Board.

Eugene Ervin thanked all for either chairing and/or serving on LVWIB committees, and encouraged all to participate in committees.

Eugene Ervin reported that two 2007/2008 Budget Review meetings were held for Board Directors to explain the budget process.

Nancy Dischinat announced that a new PA CareerLink Lehigh Valley Satellite has opened at Lehigh Career and Technical Institute on June 12, 2007. This will be an excellent positioning of the youth population and adult workforce with education and workforce system.

Grants Awarded

Nancy Dischinat reported on the following grants:

- High Performance WIB's Incentive Grant
- Regional Career Education Partnership for Youth Grant which is lead to CarerLink Academy
- PA Youth in Transition Grant – Karen Angello, Superintendent of Allentown School District reported on this grant
- Wall Street West Innovation Grant and Wired Initiative.

Nanotechnology Symposium

Vito Gallo reported on the Nano Symposium held on June 4, 2007 at Lehigh University's Mountaintop Campus. This flowed from PA Department of Labor and Industry Partnership grant to increase awareness of nanotechnology as an emerging, enabling technology. Nancy Dischinat thanked Kelly Gould for her marketing efforts, and Vito Gallo from Lehigh University.

Legislative Update

Lisa Walter, representing Representative Robert Wonderling gave an update on the Senate Appropriations Committee amended state budget bill for Fiscal year 2007/2008. Some dollars have been restored, but Nancy Dischinat urged the state to restore all funding with a high priority on industry partnerships and other training initiatives. Ellen Kern, Chief of Staff for Senator Pat Browne mentioned that this budget is very fluid and that Senator Pat Browne supports workforce development. He does expect the funding to change, perhaps improve, according to Ellen. Jack Pfunder stated that the IP and WEDNet finals are crucial to workforce and economic development. Lisa Walter reported that she has already received numerous letters, faxes and phone calls from employers.

Aging Workforce Study

Dr. Pawan Singh updated the Board on the progress of the Aging Workforce in the Lehigh Valley. An issues, analyses and solutions study was conducted and sponsored by the LVWIB. Dr. Singh stated that this is a four-phased project with a final report due July 2007. Dr. Singh gave a presentation that described preliminary findings of specific data showing age group, population trends, employment by industry clusters, and labor force rates by gender. Dr. Singh mentioned a shift in that people, both men and women, are staying in the workforce longer. Focus groups were held to further delineate issues, such as the perception that the aging workforce issue is recognized by human resource professionals but not by management among other topics. Dr. Singh ended with the current project status. LVWIB members had questions regarding the focus of the study.

Enhanced Outline of Services Update

Eugene Ervin stated that the enhanced Outline of Services is on-line at www.lvwib.org web site.

Latino Survey

Eugene Ervin reported on the progress and initiative of the Latino Survey.

Committee Reports

Eugene Ervin stated that he would like the Board to think about the structure of WIB meetings.

Access Committee

Sharon Scheirer reported on the Self-Employment Assistance Program Contract Renewal sponsored by Lehigh Carbon Community College, Limited English Proficient/Warehouse Operator Training Program and High Priority Occupation Petition Process.

Action Item: A motion to approve the Self-Employment Assistance Program was made by Clyde Hornberger, seconded by Armand Greco. All approved. Don Snyder abstained.

Action Item: Sharon Scheirer motion to approve the Limited English Proficient/Warehouse Operator Training Program was made by Armando Greco, seconded by Clyde Hornberger. All approved. Don Snyder abstained.

Action Item: A motion to approve the High Priority Occupation Petition Process was made by Clyde Hornberger, seconded by John Mehler. All approved.

Marketing Committee

Kelly Gould gave an update on the Marketing Committee meeting which was held on June 1, 2007. Kelly Gould, Wanda Sulé, Todd Donnelly and the Marketing Committee will work on a three-year Strategic Marketing Plan. Kelly encouraged other Board members to join this committee.

Finance Committee

Kelly Meyer gave an update on the Finance Committee meeting which was held on June 6, 2007.

Action Item: Alan Jennings made a motion to accept the 2006 PIC Audit, Don Snyder seconded. All approved. The audit had no exceptions and was considered a clean audit.

Kelly Meyer reviewed LVWIA Financial Statements for program year 2006 including: Statement of Revenue vs. Spending Plan by Funding Source for July 1, 2006 to June 30, 2007; Projected Spending Plan by Account Statement for July 1, 2006 to June 30, 2007; Projected Spending Plan by Account and Function Statement for July 1, 2006 to June 30, 2007 and Expenditures by Account and Function Statement for July 1, 2006 to April 30, 2007.

Kelly Meyer then presented the Program Year 2007 Spending Plan. He mentioned that sessions were held to review the Budget Process and Spending Plan and the proposed program year 2007 Spending Plan.

Action Item: Kelly called for a motion to approve the PY 2007 Spending Plan. Bert Daday made a motion to approve, Mary Ellyn Voden seconded. All approved.

Education Committee

Don Snyder reported on the Education Committee meeting which was held on June 7, 2007. This meeting included a report by Bill Bartle, PA Partnerships for Children, on the Ready By 21 presentation. Don mentioned that the committee will look at the PA statewide Costing Out Study which will help determine adequate funding for school districts throughout Pennsylvania.

Youth Council Committee

Clyde Hornberger reported on the Strategic Planning session held on June 8, 2007. Clyde Hornberger thanked Elmer Gates for co-chairing the meeting.

Governance Committee

Eugene Ervin gave an update on the Governance Committee meeting which was held on June 15, 2007. He reviewed the objectives of this committee including its duties, scope and direction. Eugene presented the Draft Policy for Funding Workforce initiatives aligned with the Strategic Plan and Budget.

Action Item: A Discussion ensued regarding the draft policy including the scope and parameters of the proposed amount of expenditures. After discussion, the Board decided that the draft policy would be tabled and will be discussed at the next Executive Committee meeting.

Industry Committee

Mary Ellyn Voden reported that the Industry Committee, a new committee, will meet on June 29, 2007.

Meeting was adjourned at 9:09 a.m.