

**LEHIGH VALLEY WORKFORCE INVESTMENT BOARD, INC. MINUTES
TUESDAY, JUNE 9, 2015**

The Lehigh Valley Workforce Investment Board, Inc. (LVWIB) met on Tuesday, June 9, 2015, 7:30 a.m. at LVWIB, 555 Union Boulevard, Allentown, PA.

Members present: Stephen Bailey, Don Cunningham, Luke Cunningham, Kevin Dellicker, Todd Donnelly, Gregg Dowty, Mark Erickson, Dan Farrell, Vito Gallo, Kelly Gould, Laurie Hackett, Laura Haffner, Pat Hartwell, Sandy Himes, Connie Hood, Ellen Kingsley, AJ Lemheney, Kevin Lott, John MacDonald, John Mehler, Lisa Nesbitt, David Olson, Jack Pfunder, Gregg Potter, Melinda Stumpf, Richard Walters, Larry Wiersch. Guest present: Northampton County Executive John Brown, Luis Campos representing Northampton County Executive John Brown, Diane Donaher representing Northampton County Executive John Brown, Carol Halper representing Congressman Charlie Dent, Nancy Wilt representing Representative Peter Schweyer, Carol Obando-Derstine representing Senator Robert Casey, April Niver representing Representative Matt Cartwright, Bill Royer representing Representative Ryan Mackenzie, Michael Keller from Lehigh Valley Economic Development Corporation and Hamilton Galloway from Oxford Economics. Staff present: Nancy Dischinat, Marie Beacher, Gina Kormanik, Cindy Evans, Lillian Rodriguez, Robert Wendt, John Haupt, and EDSI staff.

Chair Pat Hartwell welcomed all to the June 9, 2015 LVWIB meeting and attendees introduced themselves.

Don Cunningham presented the background of the Lehigh Valley Workforce Investment Board, Inc. and Lehigh Valley Economic Development Corporation Bridging the Workforce Gap Workforce and Economic Development Strategy Report, developed under the Lehigh Valley JOBS1st Gant and supported by the PA Department of Labor and Industry. Don Cunningham introduce Hamilton Galloway from Oxford Economics.

Hamilton Galloway gave a presentation on the key findings from their report including project goals:

- Examine Pipeline of training providers/workforce supply
- Catalog region's other workforce support service providers
- Target sectors to articulate future workforce needs
- Complete a gap analysis
- Assess resource efficiency
- Interview employers
- Recommend implementation strategies
- Identify best practices
- Identify Lehigh Valley Targeted Industry Sectors of: Manufacturing, Health Care and Social Services, Transportation and Logistics, Finance and Insurance and Professional, Scientific and Technical Services

Key Findings include:

- 22,150 new jobs over the next five years
- Significant job growth in transportation, warehousing and healthcare
- Transition in manufacturing, leading to a slight decline in jobs
- Strong growth in service sectors, such as Finance and Insurance, Professional, Technical and Scientific Services, Administrative and Support Services, Real Estate, Rental and Leasing

Key Demand Gaps include:

- Truck drivers: estimated annual shortage of 486 truck drivers
- Manufacturing machinists, maintenance & repair, machine operators shortage of over 300 for skilled workers across a breadth of different key manufacturing occupations
- Nursing assistants shortage of nearly 100
- Office administration/management shortage of about 50

Key Supply Surpluses include:

- Welders: surplus 72 learners
- Medical assistants surplus of 450 learners
- Pharmacy technicians surplus of 60 learners
- Registered nurses surplus of 50 learners

Action Required

March 10, 2015 Minutes

Chair Hartwell called for a motion to approve the March 10, 2015 minutes.

ACTION: Larry Wiersch motioned, seconded by John MacDonald, all approved the March 10, 2015 minutes as presented.

Finance Reports

Chair of the Finance Committee, John MacDonald, presented the Spending Plan by Line Item for Program Year July 1, 2015 to June 30, 2016.

ACTION: Luke Cunningham motioned, Steve Bailey seconded, all approved the Spending Plan as presented.

John MacDonald, also presented the LVWIB Finance Committee Reports including: Projected Funding Sources for Program Year 2014, Statement of Projected Revenue for the period of June 1, 2014 to June 30, 2015, Statement of Financial Position and Statement of Activities as of January 31, 2015, Accrued Expenses vs. Spending Plan by Accounts for the period ended January 31, 2015 and projected Program Year 2014, Revenues and Spending Plan by Funding Source, July 1, 2014 to June 30, 2015.

ACTION: Ellen Kingsley motioned, Laura Haffner seconded, all approved the Finance reports as presented.

Committee Reports

Public Policy

Vito Gallo reported on the Public Policy Committee which met on May 29, 2015. The Committee discussed Workforce Innovation and Opportunity Act (WIOA) implementation including state planning meetings, Board restructuring and regulations under review. The state budget is being deliberated among the legislature including \$10 million additional funds for Industry Partnerships, emphasis on education resources, \$8 million for WEDnet PA, \$5 million increase for Vocational Rehabilitation, and \$37 million to build a bridge from high school to college and careers.

It was reported that Nancy Dischinat presented testimony before the PA House Democratic Policy Committee on March 19, 2015.

Vito invited the Board to attend meetings with PA Secretary of Labor and Industry Kathy Manderino on June 29, 2015 at the Lehigh Valley Workforce Investment Board, Inc. and Secretary of Corrections John Wetzel who will be at Northampton Community College, Fowler Center on July 10, 2015.

Youth Workforce Development Council

Ellen Kingsley reported on the Youth Workforce Development Council which met on May 22, 2015 including the current Youth Policy revisions under the Workforce Innovation and Opportunity Act (WIOA).

Workforce Solutions

Nancy Dischinat reported that operational performance is on track or exceeding projections and materials are in Board packets.

Executive Director's Report

Nancy Dischinat provided an Executive Director report as follows.

- Workforce and Economic Development Strategic Plan with Lehigh Valley Economic Development Corporation
- Lehigh Valley Research Consortium, State of the Lehigh Valley Report
- Adult Education and Literacy Programs
- Legislative Activity: Federal Senate Bill 2788 co-sponsored by Senator Robert Casey and State legislation including Senate Bill 110, House Bill 725 and PA Workforce Investment Strategy.
- Lehigh Valley Inter-Regional Networking & Connecting Consortium (LINC), a new non-profit organization located at 555 Union Boulevard to assist in recruiting and retaining diverse talent.
- PBS39 Workforce Forecasts
- Allentown School District and Communities In Schools Reengagement Center including partners of Lehigh Valley Workforce Investment Board, Inc., City of Allentown, Allentown Police Department, Lehigh Carbon Community College, Lehigh County Human Services, United Way and Valley Youth House.
- LVWIB Testimony at PA House Democratic Policy Committee Hearing, March 19, 2015

- PA State System of High Education meeting, April 6, 2015
- PA Secretary of Education, Pedro A. Rivera, April 27, 2015
- Forks and Palmer Township Manufacturing and Industrial Business Meeting, May 14, 2015
- Equitable Economic Development Conference, May 19, 2015
- PA Career Readiness Forum, May 29, 2015
- PA Department of Labor and Industry, Secretary Kathy Manderino, June 29, 2015
- PA Department of Corrections Secretary, John Wetzel, July 10, 2015

In other business, Nancy Dischinat and Luis Campos announced a Jail Grant received by LVWIB for \$500,000. Discussion included employability skills and career awareness for soon-to-be released inmates. Also, William Bartle was announced as a new LVWIB staff member. Jack Pfunder and Cindy Evans will be sharing best practices with State of Maine.

Meeting adjourned at 9:10am.