



**WORKFORCE BOARD LEHIGH VALLEY BOARD MEETING
TUESDAY, MARCH 12, 2024
8:00 A.M.**

Join Zoom Meeting

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Meeting ID: 811 9293 9621 | Passcode: 531992

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AGENDA

- 1. Welcome and Roll Call**
- 2. Public Comment**
- 3. Action Required**
 - Approval of December 5, 2023 Minutes – **Attachment 1**
 - Finance Report, Program Year 2023-2024– **Attachment 2**
 - Work-Based Training Policy Revisions – **Attachment 3**
 - Establishment of Ad Hoc Nominating Committee for 2024-2026 Slate of Officers
 - Approval to Initiate Contract Renewal Negotiations
- 4. Lehigh Valley Workforce System Performance**
- 5. Executive Report**
- 6. Other**
- 7. Adjournment**

Next Virtual WBLV Board Meeting, Tuesday, June 11, 2024, 8:00am

WORKFORCE BOARD LEHIGH VALLEY BOARD MINUTES TUESDAY, MARCH 12, 2024

The Workforce Board Lehigh Valley (WBLV) meeting was held virtually Tuesday, March 12, 2024 at 8:00am.

Board Chair Keith Reynolds welcomed all to the March 12, 2024 Workforce Board Lehigh Valley Board meeting and roll call was taken.

Board Members present: Ann Bieber, Jane Brooks, Heather Cardona, Patrick Edmonds, Lorraine Faccenda, James Irwin, Ceceilia Jackson, Joseph Kovalchik, Kurt Landes, John MacDonald, Denise Maiatico, Gregg Marzano, Tim Mulligan, Kenneth Nasatka, Lisa Nesbitt, Rebecca Nowery, Owen O’Neil, Stephen Patterson, Gregg Potter, Morten Rasmussen, Keith Reynolds, Debi Rice, Susan Storm, Portia Watkins, Marybeth Williams, and Carol Young. **Guests present:** Meredith McCarthy, Educational Data Systems, Inc., Melanie Erb, Bureau of Workforce Development Administration, Scott French, Bureau of Workforce Partnership and Operations. **Workforce Board Lehigh Valley Staff:** Nancy Dischinat, Gina Kormanik, Marie Beacher, Sarah Lutz, Lillian Rodriguez, Venessa Torres, and Nanse Wolfington; PA CareerLink® Lehigh Valley Staff, Sue Griffith; Bureau of Workforce Partnership and Operations staff, Mike Dopkin.

Public Comments

Chair Keith Reynolds opened the floor for any public comments. No public comments were received.

Action Required

December 5, 2023 WBLV Minutes

ACTION: *Stephen Patterson, motioned, Portia Watkins seconded and all approved the December 5, 2023 minutes as presented. No abstentions.*

Finance Reports, Program Year 2023-2024

Finance Committee Chair, Stephen Patterson reviewed the Workforce Board Lehigh Valley Finance Reports for Program Year July 1, 2023-June 30, 2024 including: Projected Revenue/Spending Plan, Formula Funds, Discretionary Funds, Other Funds; Statement of Projected Revenue Spending Plan by Account, Projected Revenue and Spending Plan by Funding Source.

ACTION: *Gregg Potter motioned, Tim Mulligan seconded, and all approved the Finance Reports as presented. No abstentions.*

Revised Work-Based Training Policy

Nancy Dischinat reviewed the revisions to the Work-Based Training Policy as follows:

1. Paid Work Experience participants will be paid at a minimum of ~~\$13.00~~ **\$15.00** per hour.
2. In-school youth participants are permitted to start their paid work experience hours prior to the final school bell if they are participating in Cooperative Education (co-op) or other work-based learning options as defined by the school or are granted early dismissal if no courses are scheduled during the afternoon periods. Documented permission to participate in Cooperative Education (co-op), other work-based learning options, or permission to leave early must be obtained from school personnel prior to starting the paid work experience.

ACTION: *Denise Maiatico motioned, Joseph Kovalchik seconded and all approved the revisions to the Work-Based Training Policy as presented. No abstentions.*

Establishment of an Ad Hoc Nominating Committee for 2024-2026 Slate of Officers

Chair Keith Reynolds reported on the establishment of a Nominating Committee for the Slate of Officers, serving a two-year term and as the WBLV By-Laws states, Keith Reynolds as Board Chair will serve as Chair of the Ad Hoc Nominating Committee and will recommend members of the Committee.

ACTION: Gregg Potter motioned, Portia Watkins seconded and all approved the establishment of an Ad Hoc Nominating Committee for the 2024-2025 Slate of Officers as presented. No abstentions.

Approval to Initiate Contract Renewal Negotiations

Chair Keith Reynolds reported on approval to initiate contract renewal negotiations for the following: Educational Data Systems, Inc. (EDSI) Adult and Dislocated Workers Program; EDSI Out-of-School and In-School Youth Programs; Employment Advancement and Retention Network (EARN) Program; Linking Employment Activities Pre-Release (LEAP) Programs for Lehigh and Northampton Counties; St. Luke's In-School Youth Health Career Exploration Program; ProJeCt of Easton Out-of-School Youth GED Program; and Greater Lehigh Valley Chamber of Commerce Intermediary Service Provider.

ACTION: Heather Cardona motioned, Gregg Marzano seconded, and all approved to initiate contract negotiations on renewals as presented. Rebecca Nowery abstained.

Lehigh Valley Workforce System Performance

Nanse Wolfington reported on the following updates for 2nd Quarter Common Measures for WIOA Title I Performance Outcomes and Monitoring: EDSI WIOA Title I Adult/Dislocated outcomes; EDSI Employment, Advancement and Retention Network (EARN) outcomes; EDSI WIOA In-School Youth Year-Round After-School Program outcomes; St. Luke's Hospital TANF Youth Development Program In-School Youth Health Career Exploration outcomes; EDSI WIOA Out-of-School Youth Program outcomes; ProJeCt of Easton WIOA Out-of-School Youth GED Program outcomes; and Northampton County and Lehigh County Linking Employment Activities Pre-Release program outcomes.

Executive Report

Nancy Dischinat and staff provided reports on: Workforce Data Dashboard/Data Highlights/Rapid Response Summary; Da Vinci Science Center Career Fairs; High School Seniors Only Job Fair; Chamber Economic Outlook; Engage Employer Roundtable; Engage Employer Roundtable; Youth Inside Out Manufacturing and Supply Chain Industry Partnership Grant; Healthcare Pipeline Industry Partnership Grant; Governor Shapiro's Economic Development Strategy; Tech Hub, PA Senate Panel Testimony; State of Lehigh County Address; What's So Cool About Manufacturing; National Association of Workforce Boards Conference; PA Workforce Development Association Conference; Air Products Kiosk Information; SkillsUSA Council District 11 Championship; Filming Day with High School Representatives; Fiscal Director Update; and, Shared Economist with Lehigh Valley Planning Commission.

Other

Chair Reynolds opened the floor for any other business. Portia Watkins mentioned the What's So Cool About Manufacturing videos available for viewing.

Adjournment

With no further business, Stephen Patterson motioned, Morten Rasmussen seconded, and all approved the meeting adjournment. The meeting adjourned at 9:04a.m.