

**Workforce Investment Board
West Central Workforce Investment Area
New Englander Banquet Center
New Castle, PA
May 13, 2009**

Minutes

Members present were: Marcia Anderson, Joseph Clavelli, Gordon Davis, Bruce Denniston, Celeste Dute, Gary Grant, Jack Janoso, Ken Jasper, Rachel Martin, Mark McNulty, Linda Nitch, Angela Palumbo, Sally Pinson, Roberta Taylor, Andy Tommelleo and Dominic Vadala.

Members absent were: L. DeWitt Boosel, Jay Bruce, Mark Buskirk, Neil Chessin, Gayle Davis, Brian Durniok, Sam Giannetti, David Greer, Rex Knisley, Spike Mancuso, Jay Martin, Therese McShea, Kim Miller, Robert Powell, Larry Reichard, Tom Scott, Frank Telesz, Jr., Mark Wasser and Anthony Zucco.

Staff present were: Eileen Borrelli, Gregg Dogan, Debra Donahue, Rebecca Moder, Debra Paladino and Stephanie Wagner.

Others present were: Atty. Ray Bogaty and Commissioner Brian Bader.

The meeting was called to order by Chairman Mark McNulty at 6:00 p.m. Roll was taken and the meeting commenced.

A motion to approve the minutes of the March 18, 2009 meeting was made by Angela Palumbo, seconded by Linda Nitch and passed unanimously.

PUBLIC COMMENT PERIOD

No Public in attendance

MANAGEMENT REPORT

Finance Report – Mr. Dogan referred to the green section of the handout. This handout reflects the expenditures of West Central Job Partnership through April 30, 2009. The first three grants listed (Recovery Act Adult '08, Recovery Act Youth '08 and Recovery Act Dislocated '08) are the new grants that West Central has recently received. They follow basically the same guidelines as WIA. Mr. Dogan stated that the NEG grant (National Emergency Grant) listed will most likely not be used. The Pennsylvania Department of Labor applied for this grant and each local WIA was awarded a small amount of funds. The guidelines are very specific of who can be served. The company has to be on a list and no companies in our area are on that specific list.

Mr. Dogan informed the board that last week a preliminary budget was prepared by the senate. They have cut a variety of programs from the Commonwealth's budget. The Industry Partnership grants used for Worker Training are state dollars, most other dollars are federal dollars that pass through Harrisburg to our local area. They basically zeroed out all

Industry Partnership dollars and Worker Training dollars. The I.P. and W.T. funds were not the only ones cut the senate consistently cut a wide variety of program funds across the board. Although this is not definite it is highly likely this will be the outcome.

Page two of the report takes a more in-depth look at the budget summary of WIA Adult, WIA Youth and WIA Dislocated Worker.

Page three of the report is an itemized breakdown of the expenditures of the PA CareerLink of Lawrence County and the PA CareerLink of Mercer County.

A motion to approve the Finance Report as presented was made by Linda Nitch, seconded by Rachel Martin and passed unanimously.

COMMITTEE REPORTS

□ *Youth Council* – Andy Tommelleo informed the board that the Lawrence County Career and Technical Center will be having a program called “Flip the Switch” on Wednesday, May 20th from 8:30 a.m. until 11:00 a.m. This program is a way to present the technology that the teachers and students are using from the “Classroom for the Future Grant” they receive. Mr. Tommelleo stated that LCCTC has been utilizing the Keys 2 Work program for the past two years and while Keys 2 Work is not part of the grant it is still being presented as it is such a great program. He then thanked the Workforce Investment Board for funding the Keys 2 Work program.

Rachel Martin then explained that the MCCC uses the Keys 2 Work program a little differently. This year has been the first year for a pilot with Hermitage, Lakeview and Jamestown School Districts. The program is being utilized by the math teachers in those school districts.

Andy Tommelleo then stated that at LCCTC once the students are juniors or seniors they are tested again on the program and can receive a certificate. This certificate can be presented at job interviews and is recognized by many industries.

Rachel Martin added that the CareerLinks have the Work Keys program which is the next step of Keys 2 Work. Upon graduation students will then be able to align the knowledge of the two programs and have an advantage on certifications that come through the CareerLink.

Mr. Dogan then stated that the Assistant Secretary of Labor, Fred Deidrick agreed to buy Work Keys for the whole state therefore the whole Commonwealth will be on a common assessment system. The current debate is whether to use WIIN, Key Train or both as the program after Work Keys.

Mercer County Career Center competed in the 11th annual Northeast Ohio Robotics Competition held at Youngstown State University on March 11th. Of the 24 schools competing MCCC was the only one from Pennsylvania.

The robotics students from MCCC competed at the RoboBots program that took place at Meadville High School, sponsored by P.M.I. Four teams totaling 33 students competed from MCCC.

Lawrence County Career and Technical Center is holding their 2nd annual Summer Camp. Due to the success from the previous year there will be two levels held: a beginners' level and advanced level for gifted students. This camp is for students, grades five and up. There will be a Summer Health Career Camp held by The Northwest Healthcare Industry Partnership (NWHIP) in collaboration with the Northwest Pennsylvania Area Health Education Center (NW PA AHEC) and West Central Job Partnership, the week of June 22 - 26 at Thiel College in Greenville, Pa. This is the fifth year that the camp has been held, and it is the first time in Mercer County. The camp is for 9th, 10th and 11th grade students who are interested in careers in the health care field.

Ms. Donahue reported that the Workforce Investment Board sponsored a Regional STEM Stakeholders' meeting held at the Midwestern Intermediate Unit IV. Lawrence and Mercer Counties belong to a 19-county initiative which is broken down into small regional groups. This meeting was to attempt to make educators, businesses and industries aware of this initiative.

☐ ***Welfare Coordinating Committee*** – Lou Cannarozzi was named as the new Coordinator of the Department of Public Welfare Lawrence County office.

OLD BUSINESS

☐ ***Recovery Act Update*** – Mr. Dogan reported that the age requirements were expanded to serve youth ages 18-24. West Central is currently working with ten crews of youth participants. We asked for projects from agencies/businesses throughout Lawrence and Mercer Counties in which the ten crews will work on these projects throughout the summer. This is where the majority of the youth ARRA funds will be spent. The youth funds are to be spent quickly, effectively and transparently which may be challenging due to new reporting requirements. There were also changes made to dislocated worker and adult requirements. Before receiving ARRA funds in order to go into skilled training the participants were required to pick off of an approved list. We now have ability to contract directly with institutions of higher education even if their program is not on list. That will give opportunity to go into new areas such as the “green” jobs or green areas such as WIND production.

☐ ***Interstate Region Update*** – Mr. Dogan reported that the Summit for the Regional Innovation Grant was held on April 23 at the Avalon in Hermitage, PA. There were about 140 people in attendance. Guests from Kentucky, Cincinnati and Indiana also attended to observe how this Interstate Region was created. Initially, a brief history of how the Interstate Region began was given by Sam Giannetti and Bert Cene. Then, Thomas P. Miller and Associates representative, Roy Vanderford gave his presentation.

Also, during the course of the Summit a new technology by Turning Technologies was used. Each person in the audience was given a device the size of a credit card with buttons. Throughout the PowerPoint presentation when asked a question the audience could answer with this device and the moderator could tell when the votes were cast, how many votes were cast and could lock the votes in and then show the responses in a bar graph. There were many positive comments about the use of this technology. West Central received the results back from those questions asked at the meeting.

The next step of the Interstate Region will most likely be to develop the plan further using the input from the Summit and to form possibly another committee. A leadership committee already exists but the thought of forming a competitive committee is being considered.

□ ***Industry Partnerships and Worker Training Projects*** – Mr. Dogan stated that Eric Karmecy is currently in Baltimore attending A.R.R.A. training and Rebecca Moder has prepared a small report in his absence. She informed the board that West Central has just started consortium based training at Precision Manufacturing Industry for Hydraulics and Pneumatics and are working with John Holliday of PMI to hopefully schedule an additional two classes by the end of the fiscal year.

The Healthcare Industry Partnership is holding consortium based training at the Radisson on May 19th, 21st and 22nd. If you know of anyone who is interested let Rebecca know, and she will get them the information.

West Central has just received email for TEEN Industry Partnership waiting on results to determine how funds will be allocated.

□ ***CareerLink Updates*** – Both Eileen Borrelli and Angela Palumbo passed around information reflecting the Lawrence and Mercer County CareerLinks. The unemployment rate from March for Lawrence County was 8.7% and Mercer County was 10.1%. The number of job seekers are as expected, steadily increasing for both counties.

Eileen Borrelli reported that Lawrence County CareerLink is helping sponsor a “Here to Help Day” on June 10th, from 10 a.m. until 3 p.m. Some of the services/information that will be provided: Health care coverage, financial planning, re-employment, avoiding foreclosure, utilities information, etc.

Angela Palumbo reported that Mercer County has already had their “Here to Help Day”. There were over 100 people that came through and it was a great success. Ms. Palumbo also reported that job orders increased at the Mercer County CareerLink for the month of April.

□ ***Mercer School-to-Work*** – Mr. Dogan reminded the board that at the January meeting the W.I.B. decided to sever the contract between West Central and Mercer School-to-Work due to lack of separation of duties. Along with that decision it was also decided that West Central would order an audit of Mercer School-to-Work financial records from this current program year and the previous program year. Mr. Dogan contacted West Central’s auditor and the auditor made three statements. First of all it appears that West Central and the board made the right decision to sever the contract. Second, he is worried about collecting solid

auditable records. Lastly, once results are given what will be the next step that West Central and the board want to take?

West Central has been working with the Mercer School-to-Work board. After much difficulty, last week the records were finally transitioned from the School-to-Work employee to the School-to-Work board. Over the past couple days the School-to-Work board have been reviewing the records with assistance from Deb Paladino who did the monitoring of School-to-Work. Angela Palumbo a School-to-Work board member is sorry to inform the W.I.B. that the financials needed for an audit were not obtained. There is little payroll information, records missing and actually no real financial reports present. A School-to-Work board member is attempting to email the School-to-Work employee and giving her a list yet again of what exact records, documents, etc. are needed. Mr. Dogan is recommending to postpone the audit until possibly more information is gathered. At that time the W.I.B can decide if a modification to the previous motion will need to be made.

NEW BUSINESS

WIA Local Plan Modification for ARRA Funds – Mr. Dogan stated that as a requirement in order to receive the ARRA funding West Central had to modify its local plan to include language and questions that the Commonwealth had on how we would direct the funds. The instructions were just received only ten days ago and need to be approved. Ms. Donahue has been working diligently to complete the plan for this evening to present to the board for approval. The plan needs submitted to Harrisburg by Friday, May 15, 2009.

A motion to accept the A.R.R.A Plan as submitted with accepted changes if necessary was made by Sally Pinson, seconded by Celeste Dute and passed unanimously.

Youth Contracts with the CTCs – West Central is seeking a motion to be able to negotiate a contract with the CTCs to provide basic safety training for the summer youth. There will be both masonry and carpentry training. It is planned that two sessions will be held, one week in June and one week in July. The Lawrence Career and Technical Center is considering half the day consisting of masonry and the other half carpentry for the duration of the week. The cost is estimated at under \$5000 for both classes.

A motion to negotiate a contract for Summer Youth Safety Training through the Career and Technical Centers was made by Gary Grant, seconded by Ken Jasper and passed unanimously. Rachel Martin and Andy Tommelleo abstained from this motion.

Adjournment – A motion to adjourn at 7:27 p.m. was made by Dominic Vadala, seconded by Rachel Martin and passed unanimously.