

Bucks County Workforce Development Board Board Meeting Minutes

Date of Meeting: March 27, 2019
Delaware Valley University, Doylestown, PA

In Attendance: Board of Directors – Dennis Jones (Chair), Anita Diggs, Ted Dorand, Dr. Maria Gallo, Ken Heydt, Dr. Mark Hoffman, Gerald Kilhefner, Greg Krug, Erin Lukoss, Marcine Schiehser, Dr. Stephanie Shanblatt

BCWDB Staff: Alice Colyar, Austin Grant, Dianna Kralle, Frank McGovern, Tiffany Young

Guests:

- Patrick Bond, BWPO
- Brian Cummings, PA CareerLink® Bucks County
- Steve Damweber, EDSI
- Anastasia Devlin, Bee Bergvall
- Mary Beth Ferguson, BWPO
- Susan Herring, Bucks County Community College
- Mike Lawrence, Community Workforce Advancement
- Margie McKeivitt, Bucks County
- Larry Melf, EDSI
- Jessica Peterson, EDSI
- Eunice Rush-Day, Bucks County Community College
- Michelle Ruiz, EDSI

Next Meeting: June 26, 2019 – 9am – Pearl S. Buck International – 520 Dublin Road, Perkasie, PA 18944

Agenda Discussion

I. Welcome & Call to Order, Dennis Jones

Chair Dennis Jones called the meeting to order at 9:03 AM and greeted attendees. Mr. Jones called for a round of introductions.

II. Meeting Minutes, Dennis Jones

Mr. Jones requested a motion to approve the meeting minutes as submitted to the Board of Directors by email on March 20, 2019

Action/Vote: Dr. Shanblatt made the motion; Dr. Hoffman seconded the motion. All were in favor; none opposed. There were no abstentions.

III. Treasurer's Report, Ken Heydt

Mr. Heydt introduced Anastasia Devlin from Bee Bergvall to review the audit. Ms. Devlin shared that the BCWDB received a clean opinion and there were no findings on the audit this year. Ms. Devlin shared that procurement procedures are now in effect and a new FASB has been issued

and will look different in the coming years. Mr. Heydt shared that this was the first time in a while that we have had a fully clean audit and credited Ms. Young and staff for a job well done. Mr. Heydt requested a motion to accept the PY17/18 audit.

Action/Vote: Mr. Jones made the motion; Dr. Gallo seconded the motion. All were in favor; none opposed. There were no abstentions.

Mr. Heydt next reviewed the year-to-date financial report; at halfway through the program year, overall expenditures are at 35% against the benchmark of 50% due to National Dislocated Worker Grant lag in spending. Mr. Heydt reviewed the line item budget and noted color coding system. Mr. Heydt requested a motion to approve the PY19 YTD Financial Report.

Action/Vote: Mr. Krauss made the motion; Mr. Krug seconded the motion. All were in favor; none opposed. There were no abstentions.

IV. Director Search, Dennis Jones

Mr. Jones shared that Director search is underway and, with the help of Margie and the County, out of 100 resumes, it has been narrowed down to 29 individuals that will receive phone interviews. Mr. Jones invited all Board members to be a part of the screening process. Mr. Krug and Ms. Schiehser shared their interest in the applicants varied experience and education.

V. Title I Contract Award, Mike Lawrence

Mr. Lawrence introduced himself and his role in this meeting as independent evaluator of the Title I Request for Proposal. He explained the importance of the Title I role in the public workforce system in Bucks County and the ability to provide additional resources and partnerships due to a strong Title I foundation. Mr. Lawrence thanked the committee for their participation and addressed the scoring on page 7 and shared that the strong reputation of performance and compliance by both bidders – EDSI and Bucks County Community College. He discussed the positive attributes of each bidder and the reasons that the scoring advantage was given to EDSI. At this time, all attendees from each bidding organization was asked to excuse themselves. Significant discussion continued regarding which organization is the best fit for Bucks County at this time.

Mr. Jones requested a motion to accept the recommendation of the Independent Evaluator to award Title I Adult/DW Contract to EDSI for an amount no greater than \$1,162,288 with the condition that an innovation relationship with the Bucks County Community College be explored.

Action/Vote: Ms. Lukoss made the motion; Ms. Schiehser seconded the motion. All were in favor; none opposed. Dr. Shanblatt abstained.

VI. National Dislocated Worker Grant Overview, Steve Damweber

Mr. Jones introduced Mr. Damweber, Project Manager of the regional National Dislocated Worker Grant. Mr. Damweber shared the eligibility requirements of the grant and the trainings that are able to be funded through the grant. Mr. Damweber stated that he has been actively outreaching to numerous retail store closures as well as outreach performed through the CWDS system and state programs and social media. Individual meetings have been held with 105 individuals to date. He also shared the new program created by BCCC to address the computer training needs of individuals who have a skill gap in this area. Discussion around in-demand industries and providing training that is relatable to the client. Mr. Heydt also asked that the number of individuals taking advantage of these funds be displayed in the reporting as well as county of origin.

VII. General Discussion

Ms. Kralle shared the new grant awards; \$110k for Business Education Partnership which provides funds for a number of initiatives within our k-12 schools. Bucks again received Summer Leadership Intern Program (SLIP) funding of \$217k. Ms. Kralle also shared that an additional \$140k in Rapid Response monies were provided by the state. Ms. Colyar also shared that the Apprenticeship Grant has expanded to include Pharmacy Techs.

Ms. Kralle stated that bi-weekly calls to begin building the Virtual Service Portal. Our contractor (PCG) provided data and courses to place on the portal (pages 11-21 in the packet) and we have determined a URL: www.buckscareersolutions.com.

Ms. Kralle spoke about the changes that have been announced regarding the EARN program. The Secretary of Human Services is looking to do a redesign of the program and not necessarily include it through the workforce system. DHS has announced that all changes will be in place July 1, 2021. This would have significant impact on the public workforce system as well as the Board and RSAB budget. Ms. Kralle stated that the new framework has not yet been determined and much is up in the air presently. Dr. Hoffman recommended legislative advocacy. Mr. Melf shared the exemplary work of Bucks County recognized by the state in client engagement, placement and attainment of additional performance funds. The potential effects of losing this program within the system were discussed. Brief Committee updates were provided by the respective chairs:

- Dennis Jones: Executive Committee – Director search is the most pressing topic.
- Marcine Schiehser: Employer Engagement – Continues to work to engage businesses within our system.

VII. Adjournment, Dennis Jones

Mr. Jones thanked all attendees and requested a motion to adjourn the meeting.

Action/Vote: Dr. Gallo made the motion. Mr. Krug seconded. All were in favor; none opposed.

The meeting adjourned at 10:54 AM.

Respectfully submitted:

Dianna Kralle
June 19, 2019