

**NORTHWEST PENNSYLVANIA WORKFORCE INVESTMENT BOARD  
WIB COUNCIL MEETING  
William J. Douglass Corporate Conference Center  
Meadville, PA**

**Friday, November 12, 2010  
9:00 a.m.**

**ATTENDANCE:**

**Chevalier, Mike  
Cole, Ron  
Couch, Hope  
Deuterman, Joel  
Folletti, Chip  
Gacka, Dr. Richard  
Gaines, Pastor Robert  
Gezymalla, Scott  
Harvey, Larry  
Hewitt, Jack  
Horton, Gary  
Jackson, Dr. Aldo  
Kraft, Louis  
Lewis, Don  
Liddle, William  
McBrier, Dale  
O'Dell, Steve  
Schwab, Kerry – Chair  
Shields, Dr. William  
Steele, Ron  
Van Amburg, David**

**RCWE STAFF:**

**Drositis, Jeannine  
Frantz, Connie  
Groger, Amy  
Hoffman, Nick  
McEwan, Patty  
Murray, Jason  
Newlin, Paul  
O'Neil, Debra  
Skinner, Abby  
Walker, Marsha  
Zieziula, Michele**

**ABSENT:**

**Fetzner, Bev  
Franklin, Matt  
Iavarone, Deborah  
McCloskey, Denise  
Miller, Dr. Joyce  
Sherry, Joy  
Smith, Ken  
Stratico, Joe**

**GUESTS:**

**Baughman, Sandy  
Belczyk, Cindy  
Borland, Dr. Ken  
Ehrhart, Brad  
Goodwine, Amos  
Johnson, Melanie  
Massey, Doug  
McGranaghan, Linda  
Moore, Carl  
Peters, Mary Kay  
Powley, Heidi  
Preston, Commissioner Jack  
Ramalho, Erika  
Rouch, Jake  
Schell, Linda  
Stuart, Colleen  
Wagner, Sam  
Wardi, Laith**

**WELCOME & ROLL CALL/ VISITOR RECOGNITION / PUBLIC COMMENT**

Mr. Schwab called the meeting to order at 9:04 a.m. and roll call was taken. Visitors introduced themselves. There was no public comment. It was noted there was a quorum.

**APPROVAL OF MINUTES – SEPTEMBER 10, 2010 WIB MEETING**

The minutes of the September 10, 2010 Northwest Pennsylvania Workforce Investment Board Meeting were presented for approval.

**MOTION**

**Mr. Van Amburg made a motion to approve the minutes as presented. Mr. Liddle seconded the motion. All were in favor. Motion passed and carried.**

**REVIEW OF PREVIOUS ACTION ITEMS**

Ms. Zieziula reviewed the previous action items. Ms. Drositis noted that the Minorities Report is in process whereby they are researching the amount of training dollars spent on minorities in order to gauge how the PA CareerLink® is helping low income and minority groups rejoin the workforce. Following a recent meeting, it was determined that Mr. Horton will compile a list of people interested in construction trades and the PA CareerLink® will assess them. The Erie Chamber is contacting PennDOT regarding new bids in order to facilitate finding jobs for minorities. Mr. Massey stated that he is attempting to get Industry Partnership members in touch with minorities. A brief discussion ensued.

**EXECUTIVE COMMITTEE / CHAIR REPORT – Kerry Schwab, Chair**

**NEW BOARD MEMBER INTRODUCTIONS**

Mr. Schwab introduced new board members in attendance including Mike Chevalier, Ron Cole, Pastor Gaines, Scott Gezymalla, and Steve O'Dell.

Mr. Schwab asked that the board members take time to read the Executive Committee minutes to stay informed. He also noted that he recently attended a Partners for Performance board meeting.

**BUSINESS SERVICE REPRESENTATIVES – MEMORANDUMS OF UNDERSTANDING**

Ms. Zieziula stated there have been a number of discussions regarding the MOUs. Executive Committee had recommended some changes and they will be signed next week. Mr. McBrier discussed the importance of economic and workforce development and the impact the WIB has on same.

Mr. Van Amburg recommended the new WIB members attend the upcoming WIB Retreat. Ms. Zieziula noted that the new board members will need to be scheduled for an orientation meeting.

**FISCAL COMMITTEE REPORT – Michele Zieziula**

Mr. Van Amburg stated that approximately 70% of the state funding due to RCWE is now on the financial system. Fiscal staff has been closely monitoring and managing funds to avoid shut downs.

**APPROVAL OF RCWE FINANCIAL REVENUE REPORT**

The RCWE Financial Revenue Report was presented for approval. It was noted that administrative overhead is received on some contracts. Ms. Zieziula noted approximately \$11 million in revenue has been brought in. She also noted that the Revenue Report does not include carryover money, ARRA funds, and a number of grants. Although there is a deficit, a budget modification will be reviewed and approved in January to balance any line items that have exceeded the budget. She also noted that grants are scarce and competitive.

Mr. Van Amburg discussed the tri-state WIB initiative with Ohio and New York which is awaiting approval from the Governor of New York.

**MOTION**

**Dr. Shields made a motion to approve the RCWE Financial Revenue Report as presented. Mr. Horton seconded the motion.** Discussion ensued regarding ARRA funds and budget cuts. **All were in favor. Motion passed and carried.**

**CONTRACTS REPORT**

The Contracts Report was presented for review which shows the contracts to date.

**GRANTS REPORT**

The Grants Report was presented for review. Ms. Skinner stated that she has worked with Susan Crandall and the PA Fund for Workforce Solutions to submit an application to the National Fund to expand the Hamot health project. A brief discussion ensued.

Mr. McBrier asked that Ms. Skinner search for economic development funds to assist with the Erie Community College initiative.

**\*\*ACTION ITEM\*\***

**Ms. Skinner will search for economic development funds to assist the Erie Community College efforts.**

**AUDIT UPDATE**

Mr. Van Amburg stated that last year's audit was excellent and he anticipates another clean audit.

**FMS/CWDS FINANCIAL SYSTEM STATUS UPDATE**

Mr. Van Amburg explained that the hold up with the state's financial system was untimely and frustrating. Mr. Van Amburg would like to get written confirmation

from the state indicating when we can expect the funding to be available for drawdown. Ms. Zieziula stated the fiscal department has not been able to access second increment Dislocated Worker funding or any of the Adult funding.

**WIB/RCWE CEO REPORT – Michele Zieziula**

**SUMNER NICHOLS BUILDING UPDATE**

Ms. Zieziula stated that the Sumner Nichols Building Project, now known as the RCWE building, is progressing. The four story building is in its final stages of renovation and should be complete by November 19. A grand opening will be planned for the spring. Mr. Van Amburg added that the PA CareerLink®-Erie County previously paid \$385,000/year in rent; owning the building where the PA CareerLink® is a tenant allows us to put the money back into the system. Ms. Zieziula stated that a foundation will be established to introduce additional funds into the system as well. Discussion ensued regarding the function of the RCWE Holding Company, plumbing items, and having a long-term investment and sustainability plan.

**SLOAN PROJECT UPDATE**

Ms. Zieziula said that state funding allowed a pilot project with the Northern Tier WIB, Central WIB, and North Central WIB to develop an online training provider system. The pilot was very successful and will now be expanded to include the Northwest and Southern Allegheny WIBs. The Northwest WIB will start to identify training programs to be placed onto the national database. Lumina Foundation approved an additional grant to expand the database further. Mr. Hoffman will be focusing on this project.

Ms. Zieziula introduced Jason Murray as the new Program Specialist at RCWE.

**PA WIB ASSOCIATION UPDATE**

Ms. Zieziula stated that she and Mr. McBrier attended a PA WIB Association meeting at the Governor's mansion in October. Mr. Schwab was elected Vice Chair and Mr. McBrier was elected Secretary of the PA WIB Association. Two WIB members from the same WIB holding elected positions of a state association is unprecedented. The PA WIB Association focuses on policy development and legislative advocacy. Discussion ensued regarding Pennsylvania's accomplishments in workforce and the challenges that Mr. McBrier presented to the PA WIB Association.

**PA CAREERLINK® SYMPOSIUM**

Ms. Zieziula stated she is the Chair of PA Partners which focuses on one-stop centers and programs, keeping the system connected. PA Partners was awarded a grant to hold educational forums across the state. Working directly with Chris Enright, we were the first in the state to hold a forum. A PA Partners board meeting is scheduled for Tuesday and she anticipates hearing feedback regarding the PA CareerLink® Symposium.

**JEFFERSON EDUCATIONAL SOCIETY GLOBAL SUMMIT 2010**

Ms. Zieziula stated that the NWPB WIB is a major sponsor of the Global Summit and she encouraged WIB members to attend this evening's lecture. The purpose of the summit is to give us exposure to outside thinking and how it can be implemented. Discussion ensued regarding portions of the summit that have already taken place.

Mr. McBrier discussed the importance of community colleges, the proposed Erie Community College, and the Erie School District's sponsorship of the proposed college.

**MOTION**

**Mr. McBrier made a motion that the NWPB WIB resolve to support the community college effort in Erie County as a progressive economic development move in our region and that Ms. Zieziula as the CEO of RCWE extend any help she can for the organizational effort of the community college. Mr. Van Amburg seconded the motion.** Discussion ensued. Mr. Kraft expressed concern with supporting a concept which may in effect enforce taxes upon the residents of Erie County. Discussion was held regarding the type of resources Ms. Zieziula could devote to the project, as well as the relationship between WIBs and community colleges throughout the state. Mr. Horton noted that the proposed name is 'Erie Community College'. Tuition rates will vary depending on whether the students reside in Erie, outside of Erie, or outside of the state. The Erie Community College intends to be business led. In addition to the Erie School District sponsorship, the college will ask other school districts to be part of the sponsorship and will seek additional funding. There is no intent to raise taxes. **A roll call vote determined that Mr. Chevalier, Mr. Cole, Ms. Couch, Mr. Deuterma, Mr. Folletti, Dr. Gacka, Pastor Gaines, Mr. Gezymalla, Mr. Harvey, Mr. Hewitt, Dr. Jackson, Mr. Liddle, Mr. McBrier, Mr. O'Dell, Mr. Schwab, Mr. Steele, and Mr. Van Amburg were in favor of supporting the Erie Community College, no one opposed, but there were 4 abstentions – Mr. Horton, Mr. Kraft, Mr. Lewis, and Dr. Shields. Motion passed and carried.**

**NWPB CAREERLINK® SYSTEM REPORT – Jeannine Drositis, Director of Operations**

**PA CAREERLINK® QUARTERLY REPORTS**

The PA CareerLink® Quarterly Reports were presented for review. Ms. Drositis stated the graphs show the amount of jobseekers, walk in traffic, new employers, and new job orders. Mr. Wagner explained that newly registered jobseekers can register online without walking in. Walk-ins may not be unique as they can be repeaters. Discussion was held regarding not reporting job orders to avoid

confusion, since a single job order could represent several job vacancies. Ms. Ramalho stated there are 1,830 job openings in the region, about 25% are in the manufacturing field, and about 25% are in the healthcare field. Discussion was held regarding holding press conferences to announce the number of job openings. Ms. Drositis stated the Site Administrators utilize weekly radio spots, Facebook pages, and news releases with local papers to promote the services of the PA CareerLink®. Discussion was held regarding posting jobs on Craig's List, as well as spikes in new employer trends. Dr. Gacka asked that the WIB members analyze this report and provide input as to what they would like to see reported. It was also determined that the CWDS presentation should be rescheduled, since it was delayed to technical problems. Ms. Zieziula stated the CWDS presentation could be provided at the May WIB meeting, as she would like to hold the meeting in the new RCWE Building in Erie.

**\*\*ACTION ITEM\*\***

- 1. WIB members will analyze the PA CareerLink® Quarterly Reports and provide input as to what they would like to see reported.**
- 2. Ms. McEwan will schedule the May WIB meeting at the new RCWE building in Erie and arrange for the CWDS presentation at that time.**

**PA CAREERLINK® THREE YEAR TREND REPORTS**

The PA CareerLink® Three Year Trend Reports were presented for review. Discussion was held regarding the spikes in data. It was noted that unemployment compensation benefits will be exhausted at the end of November for a significant number of local jobseekers, which will greatly affect these trend reports.

**STAFF DEVELOPMENT**

Ms. Drositis stated staff development occurs weekly in house and quarterly on a regional basis. Leadership or development type courses are offered. In October, MDRC who will be doing the DOL Gold Standard Evaluation, presented at a regional staff development meeting. The Manufacturers and Business Association also presented a teamwork workshop.

**BST – RESTARTING TEAMS AT THE PA CAREERLINK®S**

Ms. Drositis stated the Business Service Representatives (BSRs) in each county reach out to employers and work with their counterparts in the PA CareerLink® sites to serve employers' needs. She noted that this is an evolving team effort to better enhance employer services.

**ERIE – NEXT PHASE, CURRENT STATUS**

Ms. Drositis stated the contractors have indicated the last phase of the public areas within the PA CareerLink®-Erie County should be complete by November 19. PA CareerLink® staff are located on the first and second floors and seem to be content with their new work environment.

**PARES – PARTNERING ASSETS TO REACH EMPLOYMENT SOLUTIONS – PHASE I**

Ms. Drositis stated PARES is an initiative to help the “99 weekers” whose unemployment compensation is about to expire. PARES will enlighten and train through workshops. Mr. Wagner added that PARES will connect the individuals with community services to help with their barriers; it’s also a more concentrated approach to connect the Industry Partnership members with the PA CareerLink®s with onsite activities.

**VSM – VALUE STREAM MAPPING FOR RURAL COUNTIES**

Ms. Drositis stated that the PA CareerLink®-Erie County was successful in implementing a value stream mapping process and now this will be implemented into the rural counties to create lean and streamlined processes.

**CAREER FAIRS**

Ms. Drositis stated that the PA CareerLink®-Warren County held a career fair on October 14 with 35 vendors and 200 job seekers in attendance. Congresswoman Kathy Dahlkemper was also in attendance for a ribbon cutting ceremony. The PA CareerLink®-Crawford County held a career fair on November 10 with 45 vendors and 300 job seekers in attendance.

**STEM UPDATE – Dr. Ken Borland**

Dr. Ken Borland stated that a recent STEM video conference was held with 250 guests in attendance. The STEM video conference focused on high growth occupations and influencing student careers in those areas. Another video conference will be held on November 17 beginning at noon at which time a video will be shared located at [www.connectamillionminds.com](http://www.connectamillionminds.com). One might also visit [www.nwstem.com](http://www.nwstem.com) for more information. The annual conference is being planned at Grove City College on May 24, 2011. He presented ideas to create a regional STEM center to ramp up Pennsylvania’s support in STEM-related careers.

Ms. Zieziula stated that RCWE has done many in-kind services as well as serving as STEM’s fiscal agent. She also noted that the NWPA WIB Youth Council provided STEM with \$5,000 and both RCWE and the Youth Council continue to support and advocate for STEM. Discussion ensued.

**MOTION**

**Mr. McBrier made a motion that the NWPA WIB give \$10,000 towards the \$40,000 needed for the regional STEM center’s start up costs and draft a letter from the NWPA WIB to all known foundations, Erie School District, G.E. Transportation, etc. to encourage them to supply the other \$30,000. Mr. Liddle seconded the motion.** Discussion ensued regarding the Hamot Health merger. Discussion was held regarding amending the motion to \$5,000/year over 3 years. Discussion was held regarding parent awareness and identifying a blue ribbon committee. Discussion was

held regarding the Request for Proposal (RFP) process including STEM-related activities. Dr. Shields and Mr. Van Amburg expressed concern with the financial obligation within the motion in light of the current budget.

**MOTION**

**Mr. Van Amburg moved to amend the motion to state that the NWPA WIB will support the STEM initiative, send a request to all regional parties to acquire a total of \$40,000 for 3 years and combine with that, as the current budget resolves, to provide a challenge grant to organizations. Dr. Shields seconded the motion. Sixteen members were in favor of amending the motion and Mr. McBrier and Mr. Liddle were opposed. Mr. Van Amburg's amendment to Mr. McBrier's motion passed and carried.**

**The amended motion passed unanimously.**

**\*\*ACTION ITEM\*\***

**Ms. Zieziula will draft a letter of request to all regional parties to encourage their contribution toward the goal of \$40,000 for 3 years in support of the creation of a regional STEM center.**

**BUSINESS RETENTION & EXPANSION PROGRAM (BREP) UPDATE –  
BUSINESS SERVICES AND OUTREACH FOR WORKFORCE AND  
ECONOMIC DEVELOPMENT – *Jake Rouch***

Mr. Rouch stated there is a strong partnership between RCWE and BREP. His presentation covered the importance of BREP, the discontinuance of state funding for BREP, face-to-face visits with employers, the database of information collected, creating a new centralized database, and searching for funding needed to establish the centralized database. Mr. Wardi demonstrated the Executive Pulse database used to collaborate and communicate. Discussion ensued regarding support. Mr. Wardi noted that Executive Pulse owns the code but the NWPA WIB would own the data.

**MOTION**

**Mr. McBrier moved that the NWPA WIB support the efforts of the Erie Regional Chamber to obtain new software for BREP. Mr. Lewis seconded the motion. Discussion was held regarding sending support letters to the Black Family Foundation, Erie Community Foundation, etc. All were in favor. Motion passed and carried.**

**\*\*ACTION ITEM\*\***

**Ms. Zieziula will draft a letter of support for the Erie Regional Chamber's efforts to obtain new software for BREP and send to the Black Family Foundation, Erie Community Foundation, etc.**

**CAREERLINK DEVELOPMENT COMMITTEE REPORT – Amos Goodwine,  
Committee Chair**

Ms. Zieziula noted that face-to-face meetings seem to be more effective for the CareerLink Development Committee.

**ORGANIZATIONAL PROFILE PROJECT UPDATE**

Mr. Goodwine stated the Black Family Foundation has been mapping the non-profit resources across the region. Ms. Zieziula added that Erie County is complete and work is continuing on the rural counties. The creation of a database is in process. This process is designed to be self-sustaining by requiring non-profit organizations to keep their information in the database up-to-date, so that they will remain eligible for future funding.

**ABLE GRANT UPDATE**

Mr. Hoffman stated that the ABLE grant is a contextualized learning grant for individuals entering the manufacturing field. He is in the process of finalizing the details of incumbent workers and jobseekers so that Dr. Gacka can begin testing for the project.

**MALCOLM BALDRIDGE QUALITY REVIEW PROCESS UPDATE**

Mr. Goodwine stated that the Malcolm Baldrige Quality Review will ensure a baseline for our PA CareerLink® system. Mr. Goodwine and Mr. Hewitt will research training providers and bring that information back to the committee for further evaluation.

**YOUTH COUNCIL COMMITTEE REPORT – Nick Hoffman, Staff Liaison**

**YOUTH PROGRAM REPORTS**

The Youth Program Reports were included in the meeting packet for review.

**STRATEGIC PLANNING UPDATE**

Mr. Hoffman stated that the Youth Council has established four working committees. Youth Council will meet one more time to discuss the higher vision. It has been determined that the Youth Council will focus on all youth, not just those with barriers.

**APPROVAL OF YOUTH COUNCIL MEMBERS**

Mr. Hoffman stated the Youth Council recommends Larry Harvey and John Lasher for Youth Council membership.

**MOTION**

**Dr. Shields moved to approve the appointment of Larry Harvey and John Lasher to the Youth Council. Mr. Lewis seconded the motion. All were in favor. Motion passed and carried.**

**COMMUNICATIONS COMMITTEE REPORT – Samuel Wagner, Committee Chair**

The Communications Committee did not meet in October.

**PROGRAMMATIC POLICY & ANALYSIS COMMITTEE REPORT – Dr. Richard Gacka, Committee Chair**

Dr. Gacka invited the new board members to attend the Programmatic Policy & Analysis Committee meetings. He noted a meeting has been scheduled for November 15 to discuss committee action items.

**APPROVAL OF STATEWIDE TRAINING PROVIDER LIST ADDITIONS**

The Training Provider List was presented for approval. Dr. Gacka noted that training funding is linked to the list.

**MOTION**

**Ms. Kraft made a motion to approve the Statewide Training Provider List as presented. Ms. Couch seconded the motion. All were in favor. Motion passed and carried.**

**APPROVAL OF REGIONAL HIGH PRIORITY OCCUPATION LIST**

The High Priority Occupation (HPO) List was presented for approval. Dr. Gacka noted that the HPO List is linked to program funding.

**MOTION**

**Mr. McBrier made a motion to approve the Regional High Priority Occupation List as presented. Mr. Lewis seconded the motion. All were in favor. Motion passed and carried.**

**ADULT WAY TO WORK MONITOR REPORTS**

The Adult Way to Work Monitor Reports were presented for review. Mr. Newlin noted that the agencies are complying with regulations. He also commended GECAC and PFP on excellent record keeping.

**MONTHLY CONTRACTOR REPORTS**

The Contractor Reports were included in the meeting packet for review.

**APPROVAL OF REVISED WIA OJT/CUSTOMIZED TRAINING POLICY**

A revision to the WIA OJT/Customized Training Policy was presented for approval. A limit to the number of hours per week has become problematic to employers which reduced their flexibility. Mr. Newlin stated the proposed revision gives an employer more flexibility to spread 80 hours of work over two weeks. This change does not authorize overtime rates from program funds, as required by federal and state regulations.

**MOTION**

**Mr. Lewis made a motion to approve the WIA OJT/Customized Training Policy as presented. Mr. Van Amburg seconded the motion. All were in favor. Motion passed and carried.**

**EMPLOYER DEMAND SERVICES COMMITTEE REPORT – Chair TBD**  
**CHAIRMAN**

Ms. Walker stated that Jim Rutkowski had been recommended to chair the Employer Demand Services Committee; however, he cannot make the time commitment necessary. Mr. McBrier has agreed to continue to chair the committee until a new chairperson has been identified and appointed.

**ACTION ITEMS FROM DEMAND SERVICES COMMITTEE**

**STREAMLINE THE ACTION GUIDE BEGUN AT CAREERLINK /  
INDUSTRY PARTNERSHIP SYMPOSIUM**

Streamlining the Action Guide was suggested at the PA CareerLink® Symposium. This process will create a strategy for Industry Partnerships and one-stop centers to work together and be more aligned.

**CREATION OF BEST PRACTICES TOOL KIT**

The creation of a Best Practices Tool Kit is another recommendation taken from the recent PA CareerLink® Symposium.

**DEVELOPMENT OF CURRICULUM FOR BST STAFF**

A plan to provide a true understanding of micro and macro economics will allow the Business Service Team to properly provide services to employers.

**DEVELOPMENT OF TIMELINES**

Timelines and priorities are being developed for the Business Service Team.

**DEVELOP MARKETING TOOL KIT**

Another recommendation is to develop a marketing tool kit to increase understanding of the services that are available.

Mr. McBrier encouraged additional WIB member participation on the Employer Demand Services Committee.

**BOARD DEVELOPMENT COMMITTEE REPORT – Gary Horton, Committee  
Chair**

Mr. Schwab stated the Board Development Committee was not able to meet in October. He has placed a call to Mr. Pontillo regarding nominating new board members but has not yet received a response.

**WIB ATTENDANCE REPORTS**

The WIB Attendance Reports were presented for review. It was noted that the Board Development Committee needs more members to participate; Bob Spaulding has agreed to participate on the committee. It was felt that his connections in the community would be a great asset to the committee.

**LOCAL MANAGEMENT COMMITTEE REPORT – Paul Newlin, Staff Liaison**

**PROGRAM UPDATE**

Mr. Newlin stated that a request had been submitted for additional welfare funds in the amount of \$709,000 but the LMC has not yet received a response. He noted that the state would be rescinding more than \$300,000 from the EARN budget. He noted, however, that the LMC would be receiving \$107,000 from the transportation grant.

**2010-2011 EARN CONTRACT SUBMISSION PACKET**

Mr. Newlin noted that a response from state has not yet been received regarding the 2010-2011 EARN Contract Submission. Said contract addresses the top three barriers - transportation, childcare, and drug and alcohol.

**OTHER WORK OF THE NW WIB – Michele Zieziula, CEO**

Ms. Walker noted that she is in the process of developing an Agriculture Industry Partnership and an Entertainment and Arts Industry Partnership.

**INDUSTRY PARTNERSHIP (IP) UPDATES**

Ms. Walker stated that the Great Lakes Building and Construction Trades (GLBCT) is working in concert with the Northwest Pennsylvania Green Economy (NW PAGE) to develop a Youth Build project.

The Healthcare Industry Partnership (HIP) is working in collaboration with the National Fund for Workforce Solutions pilot to include segmented pieces so it can be distributed to all sectors.

NW PAGE and the Advanced Diversified Manufacturing Industry Partnership (ADMIP) are collaborating on a supply chain partnership. ADMIP is also finalizing an apprenticeship program for an industrial maintenance curriculum. There was a statewide initiative meeting on November 11 to push the industrial maintenance training forward.

The Transportation IP is attempting to inform regional carriers regarding our inland port efforts.

The recent efforts of trying to get IPs to become a line item in the state budget have been opposed. Three of the senators who opposed the proposed legislation are located in our region and we will be meeting with them to emphasize their impact on our region.

Mr. Hoffman added that he will be speaking about NW PAGE on television, creating green awareness. He also stated that he had just received notice from the state to discontinue the use of weatherization training vouchers, as the job opportunities for weatherization have been filled.

#### **HEALTHCARE HERO STATEWIDE REGIONAL AWARD**

Ms. Walker stated that the Business Service Representatives and their PA CareerLink® counterparts did a great job with the events held during Healthcare Careers Week. Healthcare HERO Awards are submitted to the state for students in 10th-12th grade who volunteer their time in the healthcare field. Each county recognized their own hero. In addition, the Warren County hero, Brady Keister, was the regional winner. Ms. Keister's story was submitted for the statewide healthcare HERO award, but the award was presented to a candidate from Philadelphia.

#### **ARRA REPORT**

The ARRA Report was included in the meeting packet and presented for review.

#### **ADULT EDUCATION COALITION WORKFORCE PLAN**

The Adult Education Coalition Workforce Plan was presented for review. Dr. Gacka stated that the plan provides basic education for adults testing at a 6<sup>th</sup> grade level or lower. ABLE providers had over 300 GED graduates in NW PA and are being encouraged to move into the workforce area. Many adults need remediation in reading or math. He noted that providers must work with the PA CareerLink@s. Mary Kay Peters will be charged with implementing the plan. Discussion ensued.

#### **PA FAST FACTS OCTOBER 2010 EDITION**

PA Fast Facts – October 2010 Edition was included in the meeting packet and provided for review.

#### **NEW BUSINESS**

There was no new business.

#### **REVIEW OF ACTION ITEMS**

- 1. Ms. Skinner will search for economic development funds to assist the Erie Community College efforts.**
- 2. WIB members will analyze the PA CareerLink® Quarterly Reports and provide input as to what they would like to see reported.**
- 3. Ms. McEwan will schedule the May WIB meeting at the new RCWE building in Erie and arrange for the CWDS presentation at that time.**
- 4. Ms. Zieziula will draft a letter of request to all regional parties to encourage their contribution toward the goal of \$40,000 for 3 years in support of the creation of a regional STEM center.**

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- 5. Ms. Zieziula will draft a letter of support for the Erie Regional Chamber's efforts to obtain new software for BREP and send to the Black Family Foundation, Erie Community Foundation, etc.**

**MOTION TO ADJOURN**

**As there was no further business, Mr. Van Amburg made a motion to adjourn. Mr. Lewis seconded the motion.** Meeting adjourned at approximately 2:04 p.m.

Respectfully submitted,

Patty McEwan  
Administrative Services Coordinator  
Regional Center for Workforce Excellence

MZ/WIB/WIB Minutes 11-12-10