
QUARTERLY BOARD MEETING AGENDA

Thursday, December 12, 2013 - 8:00 A.M.

Location: Top of the 80's, Hazleton, PA 18202

- I. Welcome/Call to Order
- II. Public Comment
- III. Approval of Meeting Minutes
 - Quarterly Board Meeting minutes of 9/19/13- **Vote**
- IV. Chairperson's Update
 - Heather Nelson, OVR was nominated to the L/S WIB Board on October 9, 2013
- V. Executive Director's Update
 - Contracts/Amendments requiring L/S WIB Board approval
 - Individual Training Accounts (ITAs)/On-The-Job Trainings (OJTs) lists from 09.01.13 to 11.30.13 - **Vote**
 - Contracts/Amendments approved since September 19, 2013
 - ResCare as GED Proctor at PA CareerLink® Wilkes-Barre contract - \$3,174.00
 - Operations Policy – OP 104 Self-Certification
 - Individual Training Account (ITA) Policy update
 - New Executive Administrative Assistant – Nancy Kelly 12/20/2013
 - Items for Notification
 - PA DOL/BWPO Monitoring of Fiscal Program Year 2012 and L/S WIB response for visit in July 2013
 - 1st Quarter WIA Performance Summary Program Year 2013
 - WorkKeys
 - Make it in America Grant (MIIA)
 - Luzerne/Schuylkill WIA Projected Objectives Report
 - Eastern Region Data
 - EARN Summary
 - LSWIB Annual Report
 - WIB Calendar 2014
- VI. WIB Committee Updates
 - Finance Committee
 - Performance & Evaluation
 - Youth Council
 - Planning & Development
- VII. Strategic Plan Updates
- VIII. Governance/Legislative Updates
- IX. New Business/Other
 - Reminder to Board members – It is time to complete the new Statement of Financial Interest Forms & Conflict of Interest Forms for PY 2013. New Executive Assistant, Nancy Kelly will be reaching out to Board Members to complete.
- X. **Next Quarterly Board meeting: Thursday, March 20, 2014** at Greater Health Alliance, 700 E. Broad St., Hazleton, PA 18201. Directions will be emailed with the invitation notice.
- XI. Adjournment
- XII. Executive Session