



Conference Call
Friday, February 26th 2010
10:00 a.m. EST

MINUTES

Present on the conference call were:

Eric Karmecy – West Central WIB
Deb Lutz – Oil Region Alliance
Tina Hoch – Barber Trucking
Rich Milner – Klapec Trucking
Karen Ekas – Freeport Transport
Shirley Ponce-Reyes– Stevens Transport
Tad London – McClymonds Supply and Transit
Mary Salony – Tri-County WIB
Allen Leard – Altman Trucking
Eileen Borelli – PA CareerLink Lawrence County
Marrsah Walker – Regional Center of Workforce Excellence
Connie - Regional Center of Workforce Excellence

Budget Update

Back at the last meeting in November, we had notified the group that the partnership had received a Notice of Obligation letter notifying us that T.E.E.N. had been awarded \$40,000 in IP monies and \$170,000 in Worker Training funds for the 2009 – 2010 fiscal year. The WIB completed the Special Conditions that were requested by the Department of Labor and Industry and we are able to draw down those funds. This year 75% of the training funds need to be spent on consortium-based training. After the 5% for administrative is taken out, there is a total of \$38,000 and \$161,500 in IP and of the \$161,500 in Worker Training funds, 75% or \$121,125 will need to be spent on consortium training and any remaining \$40,375 can be spent on individual company awards. The partnership also has \$23,844 from last year's cash match. We are still expecting a cash match of \$6,156 from one company and, if we receive that, we will have \$30,000 for the past year's cash match. The group will need to decide how to utilize those funds most effectively.

Steering Committee

There are only 3 out of 5 Steering Committee members who are still participating, so we will need representatives to volunteer to fill those vacancies. We still need a private sector employer from the northwest and tri-county regions.

Outreach

We had requested IP Applications in order to help us formalize the process of joining the Partnership. The Application form asks for contact information and lists the responsibilities of Member companies. We have sent them out to all the companies that are on the TEEN distribution list and we have only received 5 completed Training Plans. If you have not already done so, please complete the IP Application and return it to Eric Karmecy at West Central. The Application is also posted on the T.E.E.N. website at www.TEENIndustryPartnership.com.

Website Update

Rebecca Moder maintains the TEEN website for West Central and had posted the Meeting and Events schedule along with past meeting minutes under the Industry Partners tab on the website. We may password protect this section in the future if we decide to make Proposals, Budget and Contact information. Our web host, SOHO integration is working on getting us a report about the amount of traffic on the site.

Request for Bids

At the last meeting the group discussed issuing an RFP for Program Management assist in outreach, collecting company training plans and identifying additional stakeholders throughout the 17 county TEEN region. We issued an Invitation for Bids that was also posted on the T.E.E.N. website and sent out to all the participating WIBs that outlined the Scope of Work. As a result of that, we received 2 Bids from companies with a history of working with the Workforce Development System: Self Help Associates and Strategy Solutions Inc. Eric summarized both proposals for the group. We have contact the Steering Committee for review, Tina Hoch noted that Strategy Solutions detailed the elements of their proposal better and gave different options that the partnership could exercise. She feels that Strategy Solutions will be the partnership's best bet to recruit new stakeholders. If any other members would like to view the proposals, please contact Eric. The group discussed and the consensus was to approve Strategy Solutions proposal.

Other Business

Collecting Training Plans is one of the responsibilities that the Program Manager will assist with, but the sooner that companies can submit those, the better. The Industry Partnership funds do need to be spent by June 30th of this year, but the Worker Training funds can be spent through June 30th of next year, however we cannot apply for additional funds if the Worker Training funds are not totally expended by June 30th, 2010. Eric will resend the Training Plan form by email to all the employers

Deb Lutz mentioned that the partnership may want to look into training that the Oil & Gas Industry Partnership is conducting related to Marcellus shale. Eric asked the employers on the phone if they needed or were already conducting this kind of training. Tad London noted that McClymonds is doing a bit of work with the Oil & Gas industry. Deb said that Penn College offers a specific training course for off-road driving. Marsha Walker and Mary Salony noted that the Indiana County Technical College or IUP may offer Marcellus shale related training as well.

The next Full Partnership Conference Call is scheduled for Friday, May 28th at 10:00 a.m.