



**Workforce Delivery System Committee
Workforce Solutions via Conference Call
November 15, 2017 – 1:00 PM**

Members Present: Larry Horning, Bruce Jones, Greg Lezanic, Kate Brock, Tonya Coursey, (Conference call) Chris Palmer, Kelly Davis
Absent: Joe Hardes

Staff Present: Susie Snelick, Linda Franco
Guest: Mark Morelli, Operator

Topics Discussed: Dubois CareerLink Relocation; MOU Update; Operator Report; CareerLink Certification; Other Business

Dubois CareerLink Relocation: A report from Harris Environmental indicated there is no mold at the proposed CareerLink location at Stoneside Village so the WDS Committee approved the location via email. Relocation plans are right on schedule with no issues so far. Tom, Bruce, and Linda are participating in state relocation calls and Bruce reported that this is the smoothest relocation he has been part of.

MOU Update: Linda provided the Committee with a brief update on the MOU. UC signature page is the only outstanding signature, but there's been a recent development with the Infrastructure Funding Agreement (IFA) section of our MOU. Mike White from Policy Coordination at BWDA feels we need to modify our language and be more specific with regard to the IFA. Changing the language is relatively simple but obtaining new signatures is concerning. Committee members suggested Linda contact Mike White again and ask if this modification will require new signatures, perhaps it will not.

Operating Report: Mark Morelli reported on the Business Service team meetings he attended in McKean and Clearfield (Dubois) Counties. He also provided the Committee with his upcoming team meeting schedule.

CareerLink Certification: Linda discussed WSP 121-05 relating to CareerLink Certification and a draft of the Certification tool that was developed was shared with the committee. All agreed that it is a good start and this process will lend itself to identifying strengths and weaknesses in the system.

Next Meeting: To be determined

Action Items for WDB: No action items.