

**PA CAREERLINK
NORTHUMBERLAND COUNTY**
Service Committee Meeting

Minutes

Monday, December 18, 2006
10:00am

Attendees: Nancy Boyer, Eugene DellaCroce, Brock Marshalek, Chris Minnich, Elaine Uberti, and Linda Van Der Pool.

I. APPROVAL OF MINUTES

Chris Minnich made a motion to approve the minutes from the previous meeting (October 30). Elaine Uberti seconded the motion, which carried.

II. FISCAL REPORT

Resource Sharing Agreement

Current Fiscal year RSA expenditure reports were reviewed and discussed. November reports were included in the packet.

III. PROGRAM REPORTS

The customer volume, workshops, CRA usage, core services, welfare performance reports and results of the customer satisfaction surveys were discussed. Linda was asked to send reports by e-mail before the meeting when possible. After review, we decided that the reports as furnished by CPWDC were incorrect for the month of November. (New Directions, PREP, Experience Works)

IV. CAREERLINK ISSUES

WIB/Operator Updates

The PA CareerLink Northumberland County, November report to the WIB Quality & Chartering Committee was reviewed.

Upcoming Events

The PA CareerLink Northumberland County will be holding a Credentialing Ceremony on December 28. Marla Keck, Assistant Director of the BWDP Central Region Office will be presenting the credentials to our staff members. We will have a potluck lunch afterwards. The CareerLink partners authorized Linda to purchase recognition gifts to be given to the staff along with their credential.

PA CareerLink Site Renters

There were no site renters this month.

Employee of the Quarter Criteria

Linda announced that the employee of the quarter for the period of October through December is Denise Klinger. Discussion followed regarding changes to the criteria for this award. Linda asked that we broaden this to include other staff members in the building such as janitors, greeters and security. There should also be specific parameters associated with the award as well as revamping the nomination form to make it simpler such as a checklist of the criteria met. This might engender more staff nominations for this award.

Dress Down Day

CareerLink staff will be required to wear a tag designating why that person is dressed down. There will also be a sign on display that will state that CareerLink staff is "Dressed Down for Charity" today. All partners were invited to participate and the charities that will receive the donations were listed.

V. SITE COMMITTEE REPORTS

The minutes from the local committees meetings were discussed.

The minutes from these meetings will be submitted electronically in order to keep the size of the Service Team packets more reasonable.

VI. OPEN DISCUSSION

The CareerLink Union County will no longer be providing services after December 29, 2006.

There will be a bonus given to Gulf War Veterans who served in 1990 and 1991. Each Veteran will receive \$75.00 for each month of active service.

The state is taking nominations for the DAV Employers Award and for the DAV Veteran of the Year Award.

The nine county Regional Employer Services Committee led by CPWDC has assigned Employer Services Representatives to be industry cluster liaisons. Harry Morgan has been assigned as the Healthcare Industry Cluster Liaison.

CareerLinks will be assigned new expected benchmarks now that Common Measures have been instituted.

VII. NEXT MEETING (Monday, February 26, 2007, 10:00am)

The next meeting will be held on Monday, February 26, 2007, at the PA CareerLink Northumberland County (Level 3 -- Room 304) beginning at 10:00AM.