

**Columbia-Montour Area Business & Education Partnership
of the Tri-Chamber Foundation**

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**Columbia-Montour Business & Education Partnership Steering Committee
Meeting Notes**

**23 May 2007, 8:30 a.m.
CareerLink at Bloomsburg**

Chairperson: Luanne Bittenbender (luanne.bittenbender@ccfnb.com)
Vice Chairperson: Bill Forsythe (wforstyh@centralcolumbia.k12.pa.us)

In Attendance: Susan Adams, Columbia Mall; Luanne Bittenbender, Columbia County Farmers National Bank; Tim Carr, Columbia-Montour Area Vocational-Technical School; Mary Ann Christ, David J. Thompson Mailing Corporation; Tracy Gillespie, Tri-Chamber Foundation; Mark Hauck, CareerLink at Bloomsburg; Stephanie Kessler, Tri-Chamber Foundation; Lorraine Kreischer, Press Enterprise; Kate Lomax, Central Pennsylvania Workforce Development Corporation; Debbie Nevius, First Columbia Bank & Trust; Steve Phillips, BIP/SPIRIT; Chris Young, Columbia County Commissioner.

Agenda Items: Welcome; Approval of January 2007 Meeting Notes; Strategic Plan Update; Staff Report; New Business/Comments/Questions.

I. Welcome

Chairperson Bittenbender called the meeting to order at 8:30 a.m.

II. Approval of January 2007 Meeting Notes

Mrs. Christ made the motion to approve the January 2007 meeting notes as presented and Mrs. Kreischer seconded that motion. The motion then passed by a unanimous voice vote.

III. Strategic Plan Update

Ms. Kessler gave an update on the strategic planning process, which is being facilitated by Ken Roush of Long View Consulting. At this point, the Tri-Chamber Foundation plans to meet with Mr. Roush to go over an outline of the actual strategic plan and to discuss what should be included in this document.

IV. Staff Report

Mrs. Gillespie and Ms. Kessler gave the following staff report:

- 1) **Educator in the Workplace** – There are 10 educators signed up for this summer's Educator in the Workplace program. The breakdown is as follows:
 - a. Benton Area School District – 1 Educator for \$300 Stipend
 - b. Berwick Area School District – 5 Educators (Three for \$300 Stipend and Two for Act 48 Hours)

- c. Bloomsburg Area School District – 2 Educators (One for \$300 Stipend and One for Act 48 Hours)
 - d. Southern Columbia Area School District – 2 Educators for Act 48 Hours
- 2) **Pennsylvania Free Enterprise Week** – Twenty-four students (one from Benton, nineteen from Bloomsburg, two from Central Columbia, and two from Columbia-Montour AVTS) in Columbia and Montour counties have registered for this summer’s Pennsylvania Free Enterprise Week program. This summer, the Tri-Chamber Foundation will be sponsoring a total of nine students to attend PFEW.
 - 3) **School Invoices** – School invoices were mailed to Benton Area, Berwick Area, Bloomsburg Area, Central Columbia, Danville Area, Millville Area, and Southern Columbia Area school districts, as well as to Columbia County Christian School and Greenwood Friends School. To date, we have received a check from Greenwood Friends School.
 - 4) **Annual Full Membership Breakfast** – The annual full membership breakfast was held on Thursday, May 4 from 8:30-10:00 a.m. at Columbia-Montour Area Vocational-Technical School. There were 35 individuals in attendance. The keynote speaker was Rachel Smith from Central Pennsylvania Workforce Development Corporation, who talked about WorkKeys.
 - 5) **Classroom in the Hospital** – Classroom in the Hospital was held on April 27 at The Bloomsburg Hospital and 11 high school students participated in this program. Classroom in the Hospital was held at Berwick Hospital Center on May 1 with 10 student participants.
 - 6) **Classroom in the Mall** – This year, 18 students participated in Classroom in the Mall, which was held at the Columbia Mall on February 21, March 14, and April 18.
 - 7) **School Counts** – Before the end of May, letters will be sent to the School Counts contacts at each school to review with them what needs to be done to check participating students’ records to see if they qualify for a certificate. Letters will also be sent to businesses to update them on the program.
 - 8) **Regional Career Education Partnership** – On May 7, Ms. Kessler attended the first meeting of the Central Pennsylvania Career Education Network, which was held at the Central Pennsylvania Workforce Development Corporation (CPWDC) office in Lewisburg. At the meeting were individuals from CPWDC and representatives from the eight business and education partnerships in the nine-county Central Workforce Investment Board (WIB). Representatives shared information about their partnership and Bill Brock, Kate Lomax, and Rachel Smith from CPWDC talked about the grant that is available to each partnership. There are four targeted activities that each partnership may choose to focus on: WorkKeys, Industry Partnerships, In-Service for Educators, or Re-Connecting Out-of-School Youth. The specific grant guidelines and request for proposals should be coming out within the next few weeks. The representatives from the Columbia-Montour Area Business & Education Partnership of the Tri-Chamber Foundation are Cos Curry from Columbia-Montour Area Vocational-Technical School, Joe Scopelliti from PPL, and Stephanie Kessler. The next meeting of the Central Pennsylvania Career Education Network will be held in September.

V. New Business/Comments/Questions

Mr. Young reported that on July 9, the final meeting of the Training for Information Processing (TIP) program was to be held. Through this program, about 30 students per year, beyond the twelfth grade, would be trained. The target group for this program is individuals with not many work skills. These individuals are trained for different careers, such as clerical. Ms. Lomax suggested that high school dropouts could be targeted for this program and that maybe the Partnership could help in identifying individuals who would most benefit from it. Mr. Young said he would give an update at the July 25 Partnership Steering Committee meeting.

The next Partnership Steering Committee meeting will be held at Columbia County Farmers National Bank on Wednesday, July 25, beginning at 8:30 a.m. The next two meetings after that are scheduled for 8:30 a.m. at the CareerLink at Bloomsburg, on Wednesday, September 19 and Wednesday, November 28.

The meeting was adjourned by Chairperson Bittenbender at 9:03 a.m.