

**SOUTHERN ALLEGHENIES PLANNING AND DEVELOPMENT COMMISSION
BOARD OF DIRECTORS' MEETING
January 16, 2019
The Casino, Lakemont, Altoona, PA**

Convened: 11:00 A.M.

Adjourned: 1:00 P.M.

Members in Attendance:

Hon. Ted Beam
Mr. Jay Cessna
Hon. Tom Chernisky
Mrs. Sharon Clapper
Hon. S. Paul Crooks
Hon. Barry Dallara
Hon. Bruce Erb
Mr. Jim Foster
Hon. Josh Lang

Hon. Rodney McCray
Ms Beth McGregor
Hon. Mark Sather
Hon. William J Smith
Hon. Jeff Thomas
Hon. Gerald Walker
Hon. Scott Walls
Mr. Art Wilkin
Hon. Mark Wissinger

Others in Attendance:

Mr. Daniel Bowers
Mr. Brandon Carson
Mrs. Jill Gordon
Mr. George Gvozdich
Mr. Steve Howsare

Mrs. Trudy Mitchell
Mrs. Debbi Prosser
Ms Deborah Shaffer
Mrs. Susan Whisler

CALL TO ORDER:

Commissioner Wissinger, President, called the meeting to order at 11:00 A.M.

ELECTION OF OFFICERS:

Commissioner Wissinger called on Mr. George Gvozdich, the Commission's General Counsel, to conduct the election of officers for 2019. Mr. Gvozdich explained that under SAP&DC's By-laws the positions of President and Vice-President must be filled by County Commissioners and the positions of Treasurer and Secretary may be filled by any member of the Board of Directors.

Mr. Gvozdich then requested nominations for the position of SAP&DC President.

Commissioner Wissinger nominated Commissioner Erb for the position of SAP&DC President. The motion was seconded by Commissioner Walker. Hearing no further nominations, the position of SAP&DC President was declared as being filled by Commissioner Erb through acclamation.

Mr. Gvozdich requested nominations for the position of SAP&DC Vice-President.

Mrs. Clapper nominated Commissioner Walker for the position SAP&DC Vice President. The motion was seconded by Commissioner Thomas. Hearing no further nominations, the position of SAP&DC Vice-President was declared as being filled by Commissioner Walker through acclamation.

Mr. Gvozdich requested nominations for the position of SAP&DC Treasurer.

Commissioner Erb nominated Mr. Wilkin for the position SAP&DC Treasurer. The motion was seconded by Commissioner McCray. Hearing no further nominations, the position of SAP&DC Treasurer was declared as being filled by Mr. Wilkin through acclamation.

Mr. Gvozdich requested nominations for the position of SAP&DC Secretary

Commissioner Erb nominated Commissioner Lang for the position SAP&DC Secretary. The motion was seconded by Commissioner Walker. Hearing no further nominations, the position of SAP&DC Secretary was declared as being filled by Commissioner Lang through acclamation.

At this time, Mr. Gvozdich turned the meeting over to Commissioner Erb.

EXECUTIVE, FINANCE, PERSONNEL COMMITTEE APPOINTMENTS/2019:

In accordance with the Commission's By-Laws, nine members are appointed to each of SAP&DC's three Standing Committees: Executive, Finance and Personnel. Also, in accordance with the By-Laws, at-large members' appointments must be approved by the Board. Each Committee consists of nine members (six County Commissioners and three at-large members). Commissioner Erb explained that Commissioner Tomassetti has been unable to attend SAP&DC meetings regularly due to various commitments that have been requiring his time. Therefore, Commissioner Ted Beam will now represent Blair County as SAP&DC's Board of Directors member and on SAP&DC's Executive Committee with Commissioner Tomassetti serving as the alternate.

A motion was entered by Mr. Cessna to approve the standing committee members, as revised. The motion was seconded by Mr. Wilkin and was unanimously approved.

DESIGNATION OF ADVISORY COMMITTEES AND APPOINTMENT OF MEMBERS FOR 2019:

A list of SAP&DC's Advisory Committees and proposed members for each of the advisory committees was presented for approval by the SAP&DC Board of Directors. Mr. Steve Howsare, SAP&DC Executive Director, explained that beginning this year, due to recommended priorities from the Regional Implementable Comprehensive Plan, the Broadband Task Force and its members are being designated as an additional Advisory Committee.

A motion was entered by Commissioner Walker to approve the Advisory Committee designations and appointments including the addition of the Broadband Task Force for calendar year 2019, as presented. The motion was seconded by Commissioner Lang and was unanimously approved.

MINUTES, November 21, 2018:

A motion was entered by Commissioner Walker to approve the November 21, 2018 Finance Committee and Board of Directors minutes, as presented. The motion was seconded by Mr. Wilkin and was unanimously approved.

FINANCE REPORT:

Mr. Daniel Bowers, SAP&DC Director of Finance, presented and reviewed the accounts payable and reported no changes to the information submitted. He briefly reviewed the status/balances of the Commission's Bank Accounts and reported that SAP&DC bank account balances are as expected for this time of year.

A motion was entered by Mr. Wilkin to approve the Finance Report, as presented. The motion was seconded by Commissioner Dallara and was unanimously approved.

BUSINESS LENDING SERVICES:

Mrs. Trudy Mitchell, Business Lending Director, presented the loan application that was submitted to and reviewed by the Commission's Loan Review Committee. The application for Corl L. & Donna R. Gress was approved by the Loan Review Committee, as presented, and is now requesting Board of Directors' concurrence.

A motion was entered by Commissioner Walls to concur with the actions taken by the Loan Review Committee, as presented. The motion was seconded by Commissioner McCray and was unanimously approved.

EXECUTIVE ORDER 12372 PROJECTS:

SAP&DC is designated by the Federal Office of Management and Budget (under E.O. 12372) to review requests for Federal financial assistance within its six-county service area for concurrence with relevant regional planning documents. Mr. Brandon Carson, Director, Planning & Community Development, presented those projects requesting federal financial assistance, explained their consistency with the Commission's overall Comprehensive Economic Development Strategy and recommended approval of the projects listed.

A motion was entered by Commissioner Wissinger to approve the Projects Under Executive Order 12372, as presented. The motion was seconded by Mr. Foster and was unanimously approved.

SOUTHERN ALLEGHENIES WORKFORCE DEVELOPMENT BOARD:

Mrs. Susan Whisler, Director, Workforce Development Services, provide members with a brief summary outlining just a few of the accomplishments that were achieved by the Southern Alleghenies Workforce Development Board in 2018.

Mrs. Whisler serves as Pennsylvania's local board representative on the US Department of Labor's Future of American Job Centers cohort providing her with the opportunity to learn and share ideas with seven other states in attempting to strategize and identify steps that need to be taken to keep the public workforce system relevant now and in the future.

Mrs. Whisler then provided updated information on the Strategic Innovation Grant, Business Education Partnership Grants III and IV, Teacher in the Workplace Grant and Economic Transition National Dislocated Worker Grant.

Mrs. Sharon Clapper express her thanks and gratitude to Mrs. Whisler and her staff for the outstanding work they do for the citizens of the Southern Alleghenies region in securing financial assistance to ensure that students and dislocated workers receive training that will help to secure family sustaining employment in the region.

OTHER BUSINESS:

Mr. Howsare reported that the Appalachian Regional Commission continues to strongly support POWER Initiatives such as the productive and strategic use of broadband and other telecommunications infrastructure to increase connectivity and strengthen economic competitiveness. Upon completion of the Regional Comprehensive Implemental Plan it was determined that Broadband deployment was the number one priority

for SAP&DC's six county region; therefore, a Broadband Task Force was formed. Mr. Howsare then called on Commissioner Jeff Thomas, Vice Chair of the Broadband Task Force, to provide an update on this committee's activities.

Commissioner Thomas reported that the Broadband Task Force meets the fourth Wednesday of each month and has been extremely active in reaching out to broadband providers. Many influential speakers, well versed on the issue of broadband, have attended and made or will make presentations at task force meetings. It is hoped that significant progress toward the implementation of broadband in the region can be made in the not to distance future.

Mrs. Jill Gordon, SAP&DC Fiscal Tech, provided members with their individual county quote from Dominion for the purchase of new election equipment (required under the Commonwealth's mandate) along with the consolidated quote that included an additional two percent discount for purchasing through Southern Alleghenies six-county consortium.

Mrs. Gordon worked closely with each county's election director on what equipment would be needed and a representative from Dominion to receive the discounted pricing. Along with an extra two percent discount other benefits such as additional staff training time were offered for purchasing through the consortium. Information on the option of leasing equipment was also provided. Lengthy discussion was then held regarding the various issues such as legal, financing, etc. with the Commonwealth's mandate for counties to purchase new election equipment.

Board members expressed their gratitude to Mrs. Gordon for her dedication and hard work in getting information and discounted pricing for the purchase of mandated election equipment.

Mr. Howsare reminded members to complete and return the Annual Affirmation of Compliance and Disclosure Form as soon as possible.

The next meeting of the SAP&DC Board of Directors is scheduled for Wednesday, March 20, 2019, at the Commission's office beginning at 10:00 A.M.

ADJOURNMENT:

There being no further business the meeting was adjourned at 1:00 P.M.

Respectfully submitted,

Gerald W. Walker

Secretary