

**MINUTES OF A MEETING OF THE  
PLANNING & PROGRAM COMMITTEE  
LAKE COUNTY WORKFORCE INVESTMENT BOARD**

**March 27, 2014**

**9:00 AM**

**Panera Bread Company  
36099 Euclid Avenue  
Willoughby, Ohio 44094**

**Committee Members in Attendance**

Eric Barbe  
Lou Falk  
Keith Hocevar (P)

Sam Delzoppo  
Pat McAteer (P)  
Terry Lazar (P)

**Staff in Attendance**

Bob Dawson  
Leslie Ryan

**Call to Order:**

Chairman Eric Barbe called the meeting to order at 9:05 AM

**Approval of Minutes:**

Lou Falk moved for the approval of the minutes from the meeting of February 6, 2014; Sam Delzoppo seconded the motion; all were in favor; motion carried.

**New Business:**

Bob Dawson presented an overview and explanation of the PY 14 Lake1Stop staffing procurement relative to the Request for Proposal (RFP) that was published on February 11, 2014. The committee reviewed the Evaluation Team's individual and composite evaluation ratings and program summaries for the three (3) proposals submitted.

After a considerable review and discussion, Sam Delzoppo motioned for the Planning & Program Committee to recommend to the Lake County Workforce Investment Board, the establishment of a contract with United Labor Agency to provide staffing services at OMJ Lake County for Program Year 2014 at a level of 3-FTE plus a Part-Time (.25 FTE) Manager in an amount not to exceed \$270,308.00, subject to final budget allocations and contract negotiations; Lou Falk seconded the motion; all were in favor; motioned carried.

**Adjournment:**

There being no further business, Mr. Barbe adjourned the meeting at 10:00 AM.