

**DOVER TOWNSHIP
INDUSTRIAL COMMERCIAL DEVELOPMENT COMMITTEE
MINUTES
MARCH 27TH, 2024**

The Dover Township Industrial Commercial Development Committee (I/CDC) Meeting for March 27th, 2024, was called to order at 4:00 PM by Industrial/Commercial Development Chairman Brian Caden. Committee members present were Charles Benton, Dave Wolverton, Anthony Sarago, and James Turnure. Ashley Spangler Sr., Ashley Spangler Jr., and Kim Hogeman were absent with prior notice. Also, in attendance were Cindy Snyder, Borough Council Member; Laurel Oswalt, Township Manager; John McLucas, Township Planning Director; Stephen Parthree, Township Supervisor; John Popovich, Representative Seth Grove, and Brooke Scarce, Township Secretary. There were 0 members of the public present.

APPROVAL OF MEETING MINUTES FOR FEBRUARY 28TH, 2024

Motion by Chales Benton and seconded by Anthony Sarago to approve the February 28th, 2024 Industrial Commercial Development Committee meeting minutes as presented. **Passed** with 5 ayes.

PUBLIC COMMENT

No public comments were offered.

BUSINESS ASSOCIATION UPDATE

B. Caden stated that at the last meeting there was a good turnout, there were four students from the High School that are enrolled in the Business CTE Program who presented during their breakfast.

C. Benton stated that from the last breakfast meeting, he's had 3 businesses reach out to him. He has found that if he can get students in front of business owners, that is the best way to make a connection.

B. Caden stated that he would like students from the CTE Program to present at their meetings yearly.

Comprehensive Plan Action Items

There were no Comprehensive Plana action items discussed.

OLD BUSINESS:

Employers Training Survey Further Discussion

Manager Oswalt stated according to the email between Kim Hogeman and Toastmasters, they are interested and would be part of the program. She also stated that Chuck Benton likely has a report on other organizations he was to contact and gather their feedback.

C. Benton stated that he reached out to First Capital Credit Union, and she had stated that they do not offer any types of programs. He also checked with Mantek, and they had directed him to Career Link. He did reach out to Career Link but just received an email yesterday and was not able to look at the email prior to today's meeting. Therefore, he will have an update about Career Link at the next meeting. He also attended a committee meeting at the York Literacy Counsel and received a business card to reach out to them since they offer both English and Spanish speaking for the community members.

B. Caden suggested narrowing down the few topics that the committee would like to see available at the workshops. There has been discussion regarding public speaking and mock interviews.

Manager Oswalt stated that based on the email from Toastmasters they said they provided the following; a presentation about general communication skills, public speaking, table topics, and discussion about general communication skills.

C. Snyder questioned if the target audience is employed people who need development in those areas.

Manager Oswalt stated it could be people who are looking to increase skills that don't have a position, or it could be businesses that send their employees to the workshops because they feel they need that sort of development.

C. Snyder questioned if the people attending the workshops would need to pre-register.

Manager Oswalt stated that there would be a pre-registration requirement to make sure there are enough people signed up for the workshops.

B. Caden questioned if Toastmasters has the ability to create the pre-registration sign up form.

Manager Oswalt stated that she is not sure if Toastmasters has that ability however, Career Link should have that ability. If none of the organizations offer a pre-registration option, the Township will have to look into options.

S. Parthree stated that the younger generation does not know what soft skills they are lacking.

B. Caden stated that when employees are denied a job position, they do not call back and ask why they were not selected whereas with the workshops they would have the opportunity to receive direct feedback.

Manager Oswalt stated that she has done mock interview at the High School in the past and has offered feedback to the students after the interview.

B. Caden stated that the first step should be to see what Career Link offers and see if they can create the pre-registration application.

A. Sarago stated that for people within the community to sign up there will have to be some sort of incentive to get them to sign up. Whether that's to offer food or even a food voucher to a local restaurant. He also stated that people will have to be self-motivated to sign themselves up rather than relying on an employer to sign them up.

C. Benton stated that he thinks it would be a good idea to bring the outside organizations to a meeting and have them do a small presentation on what types of programs they have to offer before deciding on which organization to use.

Manager Oswalt stated that the organizations would be able to give the committee information on how the workshops can be structured and what they can provide.

J. McLucas stated that Dover High is an option for a venue.

C. Benton stated that he will just need dates provided ahead of time so he can reserve those nights for the workshops. He will also need to know if they would prefer to use classrooms, large group construction room, the gym, or the auditorium.

B. Caden stated that he thinks using the classrooms with a common area would be better, as for the dates, he suggested looking to see what is available for the first two weeks in October.

C. Benton stated that for the next meeting he will see which dates are available Tuesday through Thursday in the first two weeks of October and the total cost for using the classrooms.

A. Sarago stated that maybe the Dover Recreation Department can host a Parents Night Out event to allow adults with children to participate in the workshops. He also stated that he thinks it would be a good idea to involve DABA and see if they could provide the food.

Development Update

J. McLucas stated the warehousing project will be going to the Planning Commission in April but other than that, there is no new development that has not been previously reported.

With no further business, the meeting was adjourned at 5:01 PM by Chairman B. Caden.

Respectfully submitted by: Brooke Scarce

Brooke Scarce, Township Secretary