



Executive Committee Meeting

Friday, March 1, 2024, 10:00 AM

Microsoft Teams: Use calendar link or Meeting ID: 258 000 687 832 Passcode: Gxq7Ee

Or call in (audio only): +1 724-761-2341,,574323881# United States, New Castle

Phone Conference ID: 574 323 881#

AGENDA

Chair: Bobbie Jones

Committee Liaison: Lisa Miller

- 1) Welcome, Chair
- 2) Meeting will be **RECORDED**, please exit if non-consenting, and **AGENDA POSTED IN CHAT**, Nancy
- 3) Roll Call / Visitor Recognition – Nancy
- 4) **Public Comments** –Chair Jones

- 5) Consent Agenda:
Board Staff give a brief summary of each item prior to full vote
 - a) **Approval of January 5, 2024 Minutes**
 - b) **Approval of February 1, 2024 Special Meeting Minutes**
 - c) **Common Measures PY23 Q2**
 - d) **PY23 Any items to sever for discussion -or- motion to accept as a whole**
 - e) **Vote on accepting the Consent Agenda**

- 6) *No Previous Action Items, Chair Jones*

- 7) PA L&I Oversight Division: PY 22 Monitoring, *Lisa M*
 - a. PY 22 Monitoring Letter
 - b. PY22 Monitoring Report

- 8) **Revision Of Policies**, *Susan*
 - a. Procurement Policy Revised
 - b. PA CareerLink® Staff Grievance Policy Removal

- 9) **Monitoring Q2 PY 23**, *Carrie, Susan*
 - a. Title I Process Monitoring, *Carrie*
 - b. Title I Post Exit Follow Up and Gains and Credentials Monitoring, *Susan*

- 10) **Satisfaction Surveys Q1 PY 23**, *Carrie*
 - a. Participant
 - b. Business

- 11) Staffing Update Title I, *Lisa Miller*

- 12) Website Update PDDG Mockup, *Travis Crytzer, Lisa M and Emily C*
 - a. **Recommend the Board Allow The Communications Committee To Approve All Website Design**
 - b. Seeking additional board members and CLEOs for the Communications Committee

13) Review Board Meeting Agenda, *Lisa M*

a) Workforce Development Discussion Item, *Lisa M*

Move To May? *Jessica Hansford or Kayla Lee, Clarion Psychiatric Hospital Mental Health*

b) Board Member Introduction: *Brandon Schmitt, IUOE Local 66, Venango PA*

Archie Graham resigning from the board

Will Need A Warren Business After June 30, 2024

c) Proposed NWPB Job Connect Slate of Officers For PY24

-Chair	Travis Crytzer	Business	Crawford
-Vice Chair	Brad Tisdale	Apprenticeship	Forest
-Treasurer	Jim Decker	Business	Warren
-Secretary	Juanice Vega	Higher Ed	Clarion
-County Rep	Andrea MacArthur	Business	Erie
-County Rep	Bobbie Jones	Business	Venango

14) Review and Provide Feedback: PY24 Meeting Schedule Draft, *Nancy and Lisa M*

a) Consider Workforce one round, Business the next

b) Move People To Other Committees From Workforce and Business

c) Look at Dates With Conflicts

15) Implementing An Annual RFP Review, Discussion, *Lisa M*

16) Other Business, *Lisa M*

17) Executive Session As Needed

18) Review of New Action Items

19) Adjourn

Next Meeting Friday April 26, 2024 10:00 AM ***Note April Due To May PWDA Conference***

Items in bold should be considered for a vote

Resources: •Committee Reports •Attendance Report •**Common Measures PY23 Q2**

Responsibilities: Act on behalf of the full Workforce Development Board, when necessary, due to timing, with acknowledgment by the full board at the next meeting; to delegate to the board's committees, and review findings and recommendations by the committees.