

CHIEF LOCAL ELECTED OFFICIALS MEETING  
FRIDAY, March 11, 2022  
Immediately following the NWPA Job Connect Meeting  
Via Microsoft Teams

AGENDA

- 1) This Meeting Will Be Recorded
- 2) Welcome/Roll Call/Visitor Recognition – *Commissioner Bob Snyder, Chair*
- 3) Public Comment – *Commissioner Bob Snyder, Chair*
- 4) Meeting Procedures—*Lisa Miller*
  - a. *Abstention (see form at bottom) and asking with Every Vote. 3 days to complete form.*
  - b. *Voting on items individually*
  - c. *Member option to sever items from Consent Agenda for discussion*
  - d. *Clarity of wording on vote items for Sunshine adherence*
- 5) Consent Agenda (Ask: If any items need to be severed from the Consent Agenda for discussion )
  - a. Approval of January 14, 2022 CLEO Meeting Minutes
  - b. Increase Procurement Policy Level to \$20,900
  - c. Updated Communication Protocol to include Stevens' Amendment
  - d. Board Membership Monitoring
  - e. Continuous Improvement Plan for PY21 Remainder
- 6) Review of Previous Action Items - NONE
- 7) Approval of Fiscal Report – *Barb Morrison*
- 8) De-Obligating Funds *Lisa (Vote on each separately)*
  - i) Vote to Deobligate Remainder of Funds For Industry Partnership Money We Cannot Use By the June 30, 2022 Deadline
  - ii) Vote to Deobligate Remainder of Funds For National Emergency Grant Dislocated Worker Money We Cannot Use By the June 30, 2022 Deadline
    - (1) Fiscal and Monitoring Declined To Recommend This Item
    - (2) Executive Committee Carried It Forward To The Board
  - iii) Vote to Deobligate any RRAA Money We Cannot Use By the June 30, 2022 Deadline
- 9) Additional Adult Funding For Title I: Increase the contract amount up to an additional \$75,000 to our Title I provider for additional training in this program year
- 10) RFP Status Update
  - a. Special Meeting Needed in April For Contract Approval, Tentative Budget Items, Possible Policy Update, New MOU, Monitoring Items with more additions possible.
  - b. Scheduled April 18<sup>th</sup> with a CLEO Meeting Immediately After
  - c. Preceding that, we would like to move the Fiscal and Monitoring meeting up (April 11?)
- 11) RFP Committee to have the authority to evaluate proposals and recommend a provider (Vote)

- 12) Title I Statement of Work and Pay For Performance Ad hoc Committee Formation
  - a. Committee to have the authority to construct and approve the SOW and PayFP for the upcoming Title I contract award
- 13) Funding of Board Member Attendance at PWDA Conference, Cap  
Fiscal and Monitoring recommends 2 members
- 14) Ad hoc Group Formation: Education, Business and HPO, To Construct and Convene *Lisa Miller*
- 15) Update on PA CareerLink® Certification from 2020 and ADA Update....*Lisa*
- 16) Updates from the Chair –Membership Updates
  - a. One expiring in June 2021, Erie County, Youth Agency, Will discuss with CLEOs
  - b. 14 of 19 appointments expire on June 30, 2024
- 17) Ratify e-vote on RFP release
  - a. The board and CLEOS voted by Email to allow the RFP committee to release the RFP when finalized. Vote to ratify that release.
- 18) New Partner MOU Process Beginning, *Lisa Miller*
  - a. Contact Nichole at [nkellar@nwpajobconnect.org](mailto:nkellar@nwpajobconnect.org) with information on the authorized signatory/contact person for each partner. Thank you
  - b. Mandated Partner Categories
- 19) Revised Infrastructure Funding Agreement Reflecting Redistribution Of PA CareerLink® Expenses Following Exit of the local Perkins Higher Education Partner. Vote needed to accept the Revised IFA (Revised IFA linked at bottom of agenda)
- 20) Approval of Modified Mandated Partner Memorandum of Understanding (MOU) Due to Change in Job Corps Subcontractor and Update of Pathstone Signature Page to Lengthen Agreement Term.
  - a. Update of Pathstone signature page: length of agreement (Vote)
  - b. Update of Job Corp subcontractor to be Red Rock (Vote)
- 21) Updates: As Needed
- 22) Other Business
  - a. PFP Staff Updates
- 23) Executive Session: As Needed
- 24) Adjourn

**ITEMS IN BOLD REQUIRE A VOTE**

Resources: Acronym List • Conflict of Interest Info • Abstention/Conflict of Interest Form • ETPL • HPO

Attendance • NWPA Job Connect Staff Report • Operator • Rapid Response • Title I

Most Recent Common Measures Performance Report • Revised IFA

*Next CLEO Meeting: Friday, May 13, 2022*