

CHIEF LOCAL ELECTED OFFICIALS MEETING

Friday September 8, 2023

Immediately following the NWPAs Job Connect Meeting

Teams Meeting ID: 284 352 221 54 **Passcode:** 22M2qz

Call In Audio Only: +1 724-761-2341,28595253#

United States, New Castle 1-724-761-2341 Phone Conference ID: 285 952 53#

Microsoft Teams Virtual Meeting

AGENDA

- 1) Welcome, *Commissioner Bob Snyder, Chair*
- 2) Meeting will be **RECORDED** and **AGENDA POSTED IN CHAT**, *Nancy*
- 3) Roll Call / Visitor Recognition – *Nancy*
- 4) **Public Comments** – *Commissioner Bob Snyder, Chair*

- 5) **Approval of Consent Agenda, Chair Commissioner Bob Snyder**
Board Staff Will Give Brief Summary Of Each Item Prior To Full Vote
 - a) Approval of July 14, 2023 Minutes
 - b) System of Record Policy
 - c) Incumbent Worker Training Policy
 - d) Customized Job Training Policy
 - e) PY22 Q4 Continuous Improvement Plan Updates
 - f) Any items to sever for discussion -or- motion to accept as a whole**
 - g) Vote on accepting the Consent Agenda**

- 6) *Previous Action Items, Bob Snyder*
In Process: Lisa Miller will work with the CLEOs to move forward with the membership plan to reappoint the highlighted members in the plan in November 2023.

In Process: Board staff will draft amendments to the CLEO Agreement to include a Second Vice Chairperson, update the signatories and present it to the CLEOs for approval.

- 7) Updates from the Chair – *Bob Snyder*
 - a) Seated: Board Member: Jessica Hansford, CEO, Clarion Psychiatric Hospital
-Clarion, Small Business
-Seated Prior To The Deadline, In Compliance
 - b) No Movement On Erie Additional Member and Possible Subsequent Additional Business Rurals

- 8) Fiscal Items, *Diona Brick*
 - a) **Fiscal Report (Vote)**
 - b) Budget Discussion
 - c) Other Items of Note
-Bonding, Audit Plan, Fixed Asset List

- 9) **Accept the Updated Fiscal Agent Agreement, Diona Brick**
 - a) Current Fiscal Agent Agreement 2015
 - b) Updated Fiscal Agent Agreement Tracked Changes**
 - c) Draft with changes accepted Updated Fiscal Agent Agreement

- 10) Approve the latitude to contract up to an additional \$250,000 for Youth at the discretion of Fiscal Agent and Executive Director, *Diona Brick*
- 11) Approve the latitude to contract up to an additional \$250,000 for Adult/DW at the discretion of Fiscal Agent and Executive Director, *Diona Brick*
- 12) Accept The PY22 Q4 Statement of Work (SOW) Summaries of Performance, *Carrie and Lynn Rupp*
- a) Title I
 - b) Operator
- 13) Title I PY22 Profit Not To Exceed \$238,219, *Diona, Lisa M and Lynn Rupp*
- SOWS reviewed by SOW Committee on 08/29/2023
 - Recommended: Full Profit
- 14) PY 22 Q3 Satisfaction Surveys Summary, *Carrie*
- a) Participant
 - b) Business
- 15) HPO Final List For NW PY23, *Lisa M*
- a) NW Final High Priority Occupation List (HPO) PY23 List
 - CWIA Site For All Lists
 - b) NW HPO Petitions Final Results PY23
 - c) Letters Earlier, Industry Collaborations Helpful
- 16) EO Update, *Carrie*
- 17) CLEO Agreement Update, *Joe Keebler*
- Redline Changes Version
 - Final Version of CLEO Agreement Amendment Nov 2023
- 18) Workforce Development Discussion Item, *Lisa M*
- a) Office of Disability Employment Policy (ODEP) and Community Reinvestment Act (CRA) Pilot
 - b) Approval To Execute The LEAD Center CRA Phase 2 Pilot Site Agreement**
- 19) Other Business
- a. Introduction of Program Specialist Youth, *Juanet Shefchunas*
 - b. Board Staff Report Highlights, *Lisa Miller*
 - Additional items of interest
- 20) Other Items As Needed
- 21) Executive Session: As Needed
- 22) Adjourn
- Next Board Meeting: Thursday, November 9, 2023**
- **Note Move From November 10th Due To Veterans Day*****

ITEMS IN BOLD REQUIRE A VOTE

Resources: • Acronym List • Conflict of Interest Info • Abstention • Conflict of Interest Form • ETPL • HPO
 • Attendance • NWP Job Connect Staff Report • Operator • Rapid Response • Title I
 • Most Recent Common Measures Performance Report • PY22 IFA • WDA Profile

- Committee Reports •Committee Membership List •Board Membership List
- PA CareerLink® Services For Businesses