



**PARTNERS FOR PERFORMANCE BOARD MEETING**  
FRIDAY September 8, 2023  
Immediately following CLEO Meeting

**Virtual Details**

Microsoft Teams: Use calendar link or Meeting ID: 284 352 221 54 Passcode: 22M2qz  
**Or call in (audio only)**  
+1 724-761-2341, 28595253# United States, New Castle Phone Conference ID: 285 952 53#

**AGENDA**

- 1) Welcome, *Commissioner Eric Henry, Chair*
- 2) Meeting will be **RECORDED**, please exit if non-consenting, **AGENDA POSTED IN CHAT**, *Nancy*
- 3) Roll Call / Visitor Recognition – *Nancy*
- 4) **Public Comments** – *Commissioner Eric Henry, Chair*
- 5) **Approval of Minutes From July 14, 2023 Meeting, Chair Henry VOTE**
- 6) Review of Previous Action Items, *Chair Henry*

*In Process: Lisa Miller will discuss the need to update the PFP Employee Handbook with Attorney Chris Gabriel's office.*

*In Process: Board staff will review and propose PFP Bylaws amendments to be reviewed and approved by Attorney Chris Gabriel's office.*

*-Bylaws will be reviewed to determine if any amendments would be needed for chairing the meeting in the absence of both the Chair and the Vice Chair.*

*Completed: Lisa Miller will renew the short-term disability plan through Companion Life.*

- 7) Hiring Update, *Lisa M*
  - Information and Communications Specialist: Interviewing, Contracted for Temp To Hire
  - Program Specialist Youth: Hired Juanet Shefchunas, Started 08/01/2023
- 8) Simple IRA Contributions, *Lisa M*
  - Currently at 3%
  - Employer Contributions cannot be higher than 3% or lower than 1%
  - If a change is made, it would become effective January 1, 2024
  - Vote to set PFP Employer Contribution to Simple IRA at \_\_\_\_\_%**
- 9) PFP Bylaws Revision, *Stephanie Fera*
- 10) **Approve contracting with IT provider for up to \$2400 to purchase and install firewall and additional access point equipment for the Meadville PFP office with subsequent increase of the recurring monthly amount; both within the budgeted range, Lisa M**
- 11) Executive Session As Needed

12) Other Business

13) Adjourn

*Next Board Meeting: Thursday, November 9, 2023*

*\*\*Note Move From November 10<sup>th</sup> Due To Veterans Day\*\**

**ITEMS IN BOLD REQUIRE A VOTE**