



## Executive Committee Meeting

Friday, October 27, 2023, 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) **Record**/Roll Call / Visitor Recognition – Nancy
- 3) **Public Comments** – Chair
- 4) Consent Agenda:
  - \**Board Staff give a brief summary of each item prior to full vote\**
  - a) Approval of August 25, 2023 Meeting Minutes
  - b) **Common Measures PY22 Q4** Lisa M
  - c) **Any items to sever for discussion -or- motion to accept as a whole**
  - d) **Vote on accepting the Consent Agenda**
- 5) Previous Action Items, Lisa M
  - DONE: Action: Lisa Miller to arrange for a presentation on WIOA Reauthorization by Kyle Marinelli of the National Association of Workforce Boards during the upcoming full board meeting in September. To accommodate this, the CRA Item was moved to its own line item.*
- 6) **PA CareerLink® Certification** Lisa M and Susan
  - a. Operator Quality Review
  - b. Erie Certification Checklist
  - c. Oil Region Certification Checklist
  - d. Participating Partner Survey
  - e. ADA Walk Thru Erie and Oil Region
  - f. Continuous Improvement Plan (Note\* Already board approved May 2023)
- 7) **PY 23 Monitoring Reports**
  - a. **1<sup>st</sup> Quarter Programmatic Monitoring Summary for WIOA and TANF Youth, Juanet**
  - b. **1<sup>st</sup> Quarter Programmatic Monitoring Summary WIOA Desk Audit, Susan**
  - c. Administrative Monitoring Summary **Susan**
- 8) **Satisfaction Survey Summary PY22 Q4, Lisa M**
  - a. **Business**
    - i) **Title I Response Regarding Business Satisfaction Survey**
  - b. **Participant**
    - ii) **Title I Response Regarding Participant Satisfaction Survey**
- 9) **PY 22 TANF Youth Development Program Data Breach, Lisa M**
- 10) **Title I Contractor for PY 24, Discussion, Lisa M**

**11) Operator Contractor for PY 24, Discussion, Lisa M**

12) Committee Membership Makeup, Lisa M

13) Review Board Meeting Agenda, Lisa M

a) Workforce Development Discussion Item, Lisa M (Chair approved)

Vicki Thompson, TPMA Senior Advisor for Education and Workforce Strategy  
*Presentation Title*

b) Board Member Introduction: *No new members at this time.*

14) EO Survey Update, Carrie

15) Other Business, Lisa M

16) Executive Session As Needed

17) Adjourn

**Next Meeting Friday, January 5, 2024 10:00 AM**

***\*Please note, to adjust for the holidays, the board meeting is only one week after the Jan 5 meeting rather than the usual 2 weeks between. Thanks***

**Items in bold should be considered for a vote**

Resources:

•Committee Reports

•Attendance Report

•Title I Performance Measures PY22-23

**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.