

CHIEF LOCAL ELECTED OFFICIALS MEETING

William J. Douglass, Jr. Corporate Conference Center, 764 Bessemer Street, Meadville, PA 16335

Wednesday, October 28, 2015

10:21 am

ATTENDANCE

Commissioner Butch Campbell, Clarion County
County Executive Kathy Dahlkemper, Erie
County
Commissioner Robert Snyder, Forest County
Commissioner Bonnie Summers, Venango
County
Commissioner Jack Lynch, Crawford County

ABSENT

Commissioner Stephen Vanco, Warren County

PFP

Janet Anderson
Deb O’Neil
Brian Nottingham
Jackie Hamilton

GUESTS

Jack Hewitt
Georgia Del Freo
Michael Trojanowski
Janet Gatesman
Rick Cornwell
Attorney Wil White
Diona Brick

WELCOME/ROLL CALL

Commissioner Snyder called the meeting to order at 10:21 am. Roll call was taken. It was noted there was a quorum.

VISITOR RECOGNITION / PUBLIC COMMENT

Visitors introduced themselves. There was no public comment.

APPROVAL OF MINUTES – AUGUST 12, 2015 AND AUGUST 26, 2015 MEETINGS

The Chief Local Elected Officials (CLEO) meeting minutes dated August 12, 2015 and August 26, 2015 were presented for approval. Commissioner Campbell noted a clarification for the motion on August 12, 2015 regarding the release of the RFP for Title 1 Service Provider in the rural counties. He noted that the language added to maintain job security for front line staff should be specified as 90 days.

MOTION

It was **moved** by Commissioner Campbell and **seconded** by Commissioner Summers to approve the minutes of the August 12, 2015 meeting as amended and to approve the minutes of the August 26, 2015 meeting as presented. All were in favor. **Motion passed and carried.**

REVIEW OF PREVIOUS ACTION ITEMS – August 12, 2015

1. Ms. Anderson will continue to work with Susan Ronto to reduce the cost of WDB’s membership level of the Erie Regional Chamber and Growth Partnership. (Complete)

REVIEW OF PREVIOUS ACTION ITEMS – August 26, 2015

1. Ms. Anderson and Partners for Performance will ensure that Greater Erie Community Action Committee is notified of the award of contract for providing Title I Adult, Dislocated, and

Youth program services in the rural counties. The contract period will be from September 14, 2015 through June 30, 2016. (Complete)

FISCAL AGENT REPORT

Ms. Brick referred to her provided report. The report is on file at Partners for Performance. She noted that she did not have much additional information from the presentation of the report at the previous Workforce Development Board meeting. A discussion ensued on the effects of the ongoing budget impasse on the local economy and the local workforce development system. Ms. Brick noted that the offset payment schedule is not affected by the budget impasse. Several counties have had to borrow money to continue operations. Ms. Anderson, Ms. Brick, and Ms. Del Freo have been discussing how to move forward with lack of funding.

MOTION

It was moved by Commissioner Campbell and seconded by County Executive Dahlkemper to approve the Fiscal Agent Report. All were in favor. Motion passed and carried.

The CLEOs asked Partners for Performance staff and the Operator Consortium to work together to form a contingency plan if the budget impasse continues.

****ACTION****

- **Partners for Performance and the Operator Consortium will work together to formulate a contingency plan as the budget impasse continues.**

Ms. Brick gave a reminder that 80% of Title 1 funds are required to be spent by the ninth month. This is may become an issue as the system has been operating on a very conservative budget with the limited funding. A waiver request may need to be discussed at a later date.

VOTE ITEM: APPROVAL OF JD NEG DEOBLIGATION

There was no further discussion on this item as it was discussed at the Workforce Development Board meeting.

MOTION

It was moved by Commissioner Summers and seconded by County Executive Dahlkemper to approve the Job Driven National Emergency Grant Deobligation Request as presented. All were in favor. Motion passed and carried.

VOTE ITEM: APPROVAL OF CLEO AGREEMENT

The draft CLEO Agreement was presented for approval. This agreement has been aligned with WIOA.

MOTION

It was moved by County Executive Dahlkemper and seconded by Commissioner Lynch to approve the CLEO Agreement as presented. All were in favor. Motion passed and carried.

****ACTION****

- **Ms. O'Neil will gather the signatures for the approved CLEO Agreement.**

VOTE ITEM: APPROVAL OF WDB/CLEO AGREEMENT

The draft WDB/CLEO Agreement was presented for approval. This agreement has been aligned with WIOA.

MOTION

It was **moved** by County Executive Dahlkemper and **seconded** by Commissioner Summers to approve the WDB/CLEO Agreement as presented. All were in favor. **Motion passed and carried.**

****ACTION****

- Ms. O'Neil will gather the signatures for the approved WDB/CLEO Agreement.

US DOL CORRECTIVE ACTION

Ms. Anderson noted that there was no additional information beyond what was offered at the Workforce Development Board meeting. County Executive Dahlkemper commended everyone on their hard work on addressing this corrective action.

ERCGP MEMBERSHIP UPDATE

Ms. Anderson noted that the ERCPG membership has been renewed at the lowest level without issue.

TRAINING AND ORIENTATION

Ms. Anderson asked the CLEOs for their assistance in scheduling the incoming CLEOs for orientation. These individuals were not yet known, but the CLEOs agreed to invite them to the December meetings if they are determined by that time.

****ACTION****

- The outgoing CLEOs will invite their incoming counterparts to the December 16 meetings.

OTHER BUSINESS

The CLEOs asked for the Workforce Development Discussion portion of the Workforce Development Board agenda to be expanded to allow more time for these important discussions.

****ACTION****

- The Workforce Development Discussion portion of the Workforce Development Board agenda will be expanded.

Commissioner Snyder relayed some information to the CLEOs from Commissioner Vanco, who was recently contacted by Donna Miller regarding a training proposal for her diploma program. Commissioner Snyder asked if Partners for Performance or GECAC have been contacted regarding this issue and they had indeed been in contact with Ms. Miller. The request in question had not been approved due to its cost of \$2000, as this training is considered a supportive service, funding it would require a \$1500 per student waiver as WDB policy limits supportive services to \$500. Ms. Del Freo noted that the cost breakdown for the program indicated a significant percentage noted for staffing. There was no further discussion.

EXECUTIVE SESSION

It was moved by Commissioner Campbell and seconded by Commissioner Summers to call an executive session regarding litigation at 10:49 am. All of the guests left the room with exception of Attorney Wil White. The meeting reconvened at 11:15 am.

REVIEW OF ACTION ITEMS

1. Partners for Performance and the Operator Consortium will work together to formulate a contingency plan as the budget impasse continues.
2. Ms. O'Neil will gather the signatures for the approved CLEO and WDB/CLEO Agreements.
3. The outgoing CLEOs will invite their incoming counterparts to the December 16 meetings.
4. The Workforce Development Discussion portion of the Workforce Development Board agenda will be expanded.

ADJOURNMENT

MOTION

It was moved by Commissioner Campbell and seconded by County Executive Dahlkemper to adjourn the meeting. All were in favor. Motion passed and carried.

The meeting was adjourned at 11:15 am.

Respectfully Submitted,

Jacqueline Hamilton
Administrative Assistant
Partners for Performance