

CHIEF LOCAL ELECTED OFFICIALS MEETING

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

Friday, June 10, 2016

10:01 am

ATTENDANCE

Commissioner Wayne Brosius, Clarion County
Commissioner John Amato, Crawford County
County Executive Kathy Dahlkemper, Erie County
Commissioner Robert Snyder, Forest County
Commissioner Chip Abramovic, Venango County
Commissioner Ben Kafferlin, Warren County

GUESTS

Attorney Wil White
Diona Brick
Linda Schell
Ted Kobierski
Georgia Del Freo
Bob Cardamone
Chip Folletti
Janet Gatesman

PPF

Janet Anderson
Deb O'Neil
Brian Nottingham
Jackie Hamilton
Ashley Schenker

WELCOME/ROLL CALL

County Executive Dahlkemper called the meeting to order at 10:01 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 – MAY 2, 2016 MEETINGS

The Chief Local Elected Officials (CLEO) meeting minutes dated May 2, 2016 were presented for approval.

MOTION

It was moved by Commissioner Snyder and seconded by Commissioner Abramovic to approve the minutes of the May 2, 2016 meeting as presented. All were in favor. Motion passed and carried.

REVIEW OF PREVIOUS ACTION ITEMS

1. If County Executive Dahlkemper does not wish to continue participating in WDB Executive Committee meetings, another CLEO representative will be considered at the next meeting. **Complete.**
2. All Local Plan comments will be sent to the CLEOs via email for their review and input, prior to the Review Committee's meeting to consider comments and coordinate responses. **Complete.**
3. Ms. Anderson will work with the County of Venango and WDB/CLEO solicitors to ensure that the lease at the North Gate Commons site is acceptable, especially considering the terms for mechanicals replacement/repair, before 90-day notice is given to RCWE Holding Company. **Complete.**
4. Commissioner Amato and County Executive Dahlkemper will be contacted by board staff regarding board reappointments of Ms. Sherry and Dr. Jackson. **Complete.**
5. Ms. Anderson will work with Commissioner Amato to ensure that Mr. Heller's appointment is still valid. **Continued. Ms. Anderson will follow up with Mr. Heller to discuss his current employment situation.**
6. **Ms. Anderson will coordinate a one-day boot camp on Ice House for the CLEOs.** Ms. Anderson stated that a four hour boot camp will be offered for CLEOs and other community leaders and county staff. **Ms. Anderson will send out an invite on the four-hour Ice House boot camp to CLEOs when it is made**

available to her. CLEOs are encouraged to contact Partners for Performance if they are interested in attending a full session.

7. Ms. Anderson and Ms. Del Freo will follow up with Warren County School District on the information covered in the meeting about youth. **Continued.** The end of the school year has proven to be a difficult time schedule this meeting.
8. Ms. Anderson will move forward with procuring a DUNS number for Partners for Performance. **In progress.** Ms. Anderson continues to work with Mr. Chris Pierce to secure a DUNS/CCR# for future Workforce Development Board/Partners for Performance grant applications.

FISCAL AGENT REPORT

Ms. Brick referred to her provided report, which was presented at the previous Workforce Development Board meeting and is provided in this meeting's packet. She noted that the budget is balanced with the exception of legal fees, which have amounted to \$14k thus far. The CLEOs understand that their respective counties may have to contribute to ongoing legal fees.

MOTION

It was **moved** by Commissioner Kafferlin and **seconded** by Commissioner Snyder to approve the Fiscal Agent Report as presented. All were in favor. **Motion passed and carried.**

VOTE ITEM: APPROVAL OF CONTRACT EXTENSIONS FOR TITLE I PROVIDERS

Ms. Anderson noted that the Workforce Development Board voted to extend these contract extensions. Next year, the RFP process will be required.

MOTION

It was **moved** by Commissioner Abramovic and **seconded** by Commissioner Amato to approve the contract extensions for the current Title I providers, GECAC and Northwest Commission. All were in favor. **Motion passed and carried.**

REGIONAL AND LOCAL PLAN UPDATE

Ms. Anderson noted that this update was given at the previous Workforce Development Board meeting and that she had no additional information to offer to the CLEOs.

PA CAREERLINK® - ERIE SITE UPDATE

Ms. Anderson is working with the new site's property manager and Attorney White to address a few remaining issues in the lease. Ninety days' notice is required to the current location, so an October 1 move in date is expected if the lease is executed.

BOARD MEMBERSHIP UPDATE

This was covered in Action Item #5.

OTHER BUSINESS

Commissioner Abramovic stated that he believes an agricultural industry partnership should be considered. County Executive Dahlkemper concurred, noting that many refugees settling in Erie have natural skillsets in agriculture. Ms. Anderson suggested that this be brought up for discussion at the next Sector Strategies & Career Pathways Committee meeting. Commissioner Abramovic offered to research the sector as well.

Attorney White offered a short update on the ongoing litigation happening in the Southwest Corner which is leading to a settlement. He stated he believes that the outcome bodes well for continued litigation in this Northwest.

Ms. Hamilton asked County Executive Dahlkemper to state her alternate for the record in light of her absence at the previous meeting. The County Executive identified Carol Loll as her alternate.

EXECUTIVE SESSION

An executive session to discuss personnel issues was called at 10:24 am. All visitors were excused with the exception of Ms. Anderson and Ms. Brick. The session concluded at 10:35 am.

REVIEW OF ACTION ITEMS

- 1. Ms. Anderson will follow up with Mr. Heller to discuss his current employment situation.**
- 2. Ms. Anderson will send out an invite on the four-hour Ice House boot camp to CLEOs when it is made available to her.**
- 3. Ms. Anderson and Ms. Del Freo will follow up with Warren County School District on the information covered in the meeting about youth.**

ADJOURNMENT

The CLEO Meeting was adjourned without motion nor further action in executive session at approximately 10:35 am.

Respectfully Submitted,

Jacqueline Hamilton
Administrative Assistant
Partners for Performance