

CHIEF LOCAL ELECTED OFFICIALS MEETING

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

Friday, December 9, 2016

10:15 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
Ben Wilson
Mike Trojanowski
Janet Gatesman
Georgia Del Freo
Diona Brick
Linda Schell
Jack Hewitt

PPF

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

WELCOME/ROLL CALL

County Executive Dahlkemper called the meeting to order at 10:15 am and as she was on the conference line, asked that Commissioner Abramovic lead the meeting. 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 – OCTOBER 14, 2016 MEETINGS

The Chief Local Elected Officials (CLEO) meeting minutes dated October 14, 2016 were presented for approval.

MOTION

It was **moved** by Commissioner Kafferlin and **seconded** by Commissioner Amato to approve the minutes of the October 14, 2016 meeting as presented. All were in favor. **Motion passed and carried.**

REVIEW OF PREVIOUS ACTION ITEMS

1. **Ms. Schell will follow up with Mr. Cornwell on the progress of installing a sign at the PA CareerLink® - Erie County site.** Ms. Schell noted that with the new American Jobs Center branding, the state has asked that funds not be expended on new signage until the branding effort is complete. Ms. Anderson suggested that Ms. Schell ask Mr. Cornwell to coordinate with the landlord for an acceptable temporary solution.
2. **Ms. Anderson will contact the Clarion site landlord, communicate the intent to vacate, and ask if they would consider a monthly lease, if more time is needed.** Complete.

FISCAL AGENT REPORT

Ms. Brick referred to her provided report. She asked the CLEOs to consider allowing that if any additional training dollars can be found for adults and dislocated workers, they can be reallocated for use.

MOTION

It was moved by Commissioner Snyder and seconded by County Executive Dahlkemper to approve the reallocation of available dollars for training. All were in favor. Motion passed and carried.

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

PFP REPORT

Ms. Anderson referred to her report, provided in the meeting packet. The report is on file at Partners for Performance. There was no additional information from when the report was discussed at the Workforce Development Board meeting.

MOTION

It was moved by Commissioner Amato and seconded by Commissioner Snyder to approve the Partners for Performance Report as presented. All were in favor. Motion passed and carried.

PA CAREERLINK® SITE BUSINESS

APPROVAL OF CRAWFORD SPECIAL/AFFILIATE PA CAREERLINK® SITE DESIGNATION

There was no further discussion after this item was discussed at the Workforce Development Board meeting. The CLEOs offered a vote to affirm the board's decision.

MOTION

It was moved by Commissioner Snyder and seconded by County Executive Dahlkemper to designate Crawford as either a special or affiliate PA CareerLink® site going forward, based on what findings deem is most appropriate. All were in favor. Motion passed and carried.

APPROVAL OF CLARION PA CAREERLINK LEASE RECOMMENDATION

There was no further discussion after this item was discussed at the Workforce Development Board meeting. The CLEOs offered a vote to affirm the board's decision.

MOTION

It was moved by Commissioner Snyder and seconded by Commissioner Amato to end the lease at the PA CareerLink® - Clarion County site. All were in favor. Motion passed and carried.

PA CAREERLINK® - ERIE COUNTY EXCESS FURNITURE

The CLEOs asked the solicitor if a motion was needed to address the sale of excess furniture in Erie. Attorney White stated if there was any value to the property several methods could be used to dispose of the property, such as auctions, bids, or selling lots, likely through the fiscal agent. Ms. Schell noted that she had a list of property from the old site, but the state's property needed to be identified so that it could be separated from the lot. Commissioner Snyder asked where the proceeds would be allocated, and Ms. Brick stated that they would first be used to reduce partner costs since they shared in the purchase of the property, then be reallocated to Title I program dollars.

MOTION

It was moved by Commissioner Snyder and seconded by Commissioner Kafferlin to proceed with the disposal of the excess furniture from the PA CareerLink® - Erie County site. Any proceeds would be used in accordance with state guidelines. All were in favor. Motion passed and carried.

PROCUREMENT UPDATES

APPROVAL OF OPERATOR PROCUREMENT MODEL

As stated in the previous meeting, the board staff and WDB System Design and Implementation Committee awaits further guidance from the state on operator procurement. The Workforce Development Board voted to designate the Executive Committee to act on its behalf to allow the approval of the committee's recommendation of the model. The CLEOs' vote has been tabled.

BOARD MEMBERSHIP UPDATE

VOTE TO ACCEPT RESIGNATION OF JASON HALL MOTION

It was **moved** by Commissioner Kafferlin and **seconded** by County Executive Dahlkemper to accept the resignation of Jason Hall. All were in favor. **Motion passed and carried.**

OTHER BUSINESS

UPCOMING WDB COMMITTEE MEETING DATES

A list of upcoming committee meeting dates was included in the packet for reference.

OTHER BUSINESS

The CLEOs discussed and acknowledged the Workforce Development Board's vote to implement the Mobile CareerLink model in the Northwest. No objections were raised.

REVIEW OF ACTION ITEMS

ADJOURNMENT/EXECUTIVE SESSION

The meeting was adjourned into executive session at 10:28 am to discuss litigation, with all guests excused with the exception of the solicitor, Ms. Anderson, and Ms. Brick. The executive session concluded at 10:33 am and the meeting was not reconvened.

Respectfully Submitted,

Jacqueline Hamilton
Administrative Assistant
Partners for Performance