

**NWPA JOB CONNECT
SPECIAL MEETING**

Partners for Performance, 920 Water St, Ste 32B, Meadville, PA 16335
Friday, December 29, 2017
8:15 am

ATTENDANCE

Robert A. Cardamone ☎
Mike Chevalier ☎
Tyrone Clark ☎
Dr. Ray Feroz ☎
Felix (Chip) Folletti ☎
Jill Foys ☎
Dr. Aldo Jackson ☎
Rich Krankota ☎
Linda Schell ☎
Gary Shaw ☎
Joy Sherry ☎
Bradley Tisdale ☎

ABSENT

Jim Decker
Jack Hewitt
Laura Hyde
Carl Nicolia
Jake Rouch
Sherry Savoia
Patricia Sweny
Caryl Unseld

GUESTS

None

PFP STAFF

Janet Anderson
Deb O'Neil
Erin Shaffer
Jackie Hamilton

WELCOME/ROLL CALL

Ms. Sherry called the meeting to order at 8:30 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 THE PARTNER MOU FOR SUBMISSION BEFORE JANUARY 1, 2018

Ms. Anderson noted that signatures from Unemployment Compensation (UC) and TANF are still needed. TANF is expected to sign after the holiday. UC disagrees with the funding amount noted on the RSAB, included in the MOU, although it is the funding agreed to by BWDA. The state has been kept apprised of the situation and board staff expects a resolution soon. This document must be in place, with the approval of the board, before January 1, 2018.

MOTION

It was **moved** by Mr. Chevalier and **seconded** by Mr. Krankota to approve the Partner MOU for submission as presented. All were in favor. **Motion passed and carried.**

APPROVAL OF THE PA CAREERLINK® CERTIFICATION FOR SUBMISSION BEFORE JANUARY 1, 2018

Ms. O'Neil explained that the PA CareerLink® Certification process certifies individual sites. Local areas are required to develop criteria, aligned with Workforce System Policy, to evaluate the sites. As part of the process, board staff worked with the operator to evaluate the sites and create a continuous improvement plan. A partner

survey to evaluate the operator was also part of the process. Board staff recommends approval of the certification with minor deficiencies, to be remedied by February 15:

PA CareerLink® Erie County (Comprehensive Site)

- No defined process exists for identifying and responding to technical assistance needs
- Mission statement and core values not posted and visible to the public
- Lack of a van accessible parking space in front of the building (currently being negotiated with the landlord)

PA CareerLink® Oil Region (Comprehensive Site)

- Mission statement and core values not posted and visible to the public
- Hours of operation not posted on the door or in view of the outside entrance

PA CareerLink® Warren County (Affiliate Site)

- No defined process exists for identifying and responding to technical assistance needs
- Hours of operation not posted on the door or in view of the outside entrance

The board's certification must be in place before January 1, 2018.

MOTION

It was moved by Mr. Cardamone and seconded by Ms. Foy to approve the PA CareerLink® Certification. All were in favor with the exception of Ms. Schell who abstained. Motion passed and carried.

****ACTION****

- A summary of the PA CareerLink® Certification will be sent to the board.

OTHER BUSINESS

There was no further business to discuss.

REVIEW OF ACTION ITEMS

1. A summary of the PA CareerLink® Certification will be sent to the board.

ADJOURNMENT

MOTION

It was moved by Mr. Folletti and seconded by Dr. Feroz to adjourn the meeting. All were in favor. Motion passed and carried.

The meeting was adjourned at 8:31 am.

Respectfully submitted,
Jacqueline Hamilton
Administrative Assistant
Partners for Performance