

## CHIEF LOCAL ELECTED OFFICIALS MEETING

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

Friday, February 9, 2018

10:20 am

### ATTENDANCE

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

### PPF

Janet Anderson  
Deb O'Neil  
Erin Shaffer  
Jackie Hamilton

### GUESTS

Robert Cardamone ☎  
Jack Hewitt  
Wil White, Solicitor  
Diona Brick  
Joy Sherry

### WELCOME/ROLL CALL

County Executive Dahlkemper called the meeting to order at 10:39 am. Roll call was taken. It was noted that there was a quorum.

### VISITOR RECOGNITION / PUBLIC COMMENT

Visitors introduced themselves. There was no public comment.

### APPROVAL OF MINUTES – DECEMBER 8, 2017

The meeting minutes from December 8, 2017 were presented for approval.

### MOTION

It was moved by Commissioner Amato and seconded by Commissioner Brosius to approve the minutes of the December 8, 2017 meeting as presented. All were in favor. Motion passed and carried.

### REVIEW OF PREVIOUS ACTION ITEMS

1. Ms. Hamilton will update the attendance handout and forward it to the CLEOs. Complete.
2. Ms. Dodeci and Mr. Miceli will work with Ms. Ibraheem to identify employer success stories and share them with the board. Complete.

### ELECTION OF BOARD OFFICERS

#### MOTION

It was moved by Commissioner Abramovic and seconded by Commissioner Brosius to elect Commissioner Snyder as the CLEO Chair. All were in favor. Motion passed and carried.

#### MOTION

It was moved by Commissioner Brosius and seconded by Commissioner Kafferlin to elect County Executive Kathy Dahlkemper as the CLEO Vice Chair. All were in favor. Motion passed and carried.

### WORKFORCE DEVELOPMENT BOARD MEMBERSHIP

#### REMOVAL OF MR. CHIP FOLLETTI FROM NWPA JOB CONNECT BOARD

Ms. Anderson noted that Mr. Folletti has retired and no longer qualifies for his board appointment.

## **MOTION**

**It was moved by Commissioner Brosius and seconded by Commissioner Amato to remove Mr. Chip Folletti from the NWPA Job Connect Board. All were in favor. Motion passed and carried.**

## **EXPIRING APPOINTMENTS UPDATE**

Ms. Anderson noted several board members' terms will expire before the end of the program year in June 2018. At the request of the CLEOs, Ms. Anderson reached out and all of these members are willing to be reappointed with the exception of Ms. Savoia and Ms. Sweny. Board staff and the CLEOs will look for private sector members to fill those impending vacancies.

## **ATTENDANCE HANDOUT**

The handout was included in the packet.

## **PPF REPORT**

Ms. Anderson referred to the PFP Report provided in the packet and presented earlier at the NWPA Job Connect board meeting. It is on file at Partners for Performance.

Referring to the previous board meeting, Ms. Anderson noted that the information from Mr. Pachay regarding the "virtual sites" was new information. She noted that pulling regional data for the rural counties after closing sites has precedent in the Philadelphia area. Other quick options are applying all staff providing mobile services to either the Oil Region or Clarion designated sites in CWDS. It is not advised to pull information by individual case manager. Ms. Anderson noted that if case managers are assigned to Clarion and Oil Region, then current data will be compared to previous years' data, without accounting for the closing of sites and implementation of mobile service delivery. Ms. Anderson added that creating a "mobile" office in CWDS is not necessarily the best option as the mobile service delivery option is utilized throughout the region, creating a "no wrong door" workforce system in the Northwest. Ms. Shaffer noted that CWIA has also advised against pulling services by client zip codes. Ms. Sherry stated that she believed that the NWPA Job Connect board should request to monitor and track Oil Region as a regional office in CWDS for the rural counties, similar to the Philadelphia area setup. The solicitor added that a meeting with state leadership might be a better way to determine an agreeable way forward.

Commissioner Kafferlin stated that Deputy Secretary Eileen Cipriani contacted him about a month prior and stated, regarding the data provided by the Northwest, that "numbers don't match up." He informed County Executive Dahlkemper. The Department has offered to them an evaluability assessment, provided by EMSI. Ms. Anderson noted that the Northwest just paid a consultant for an assessment and evaluation for mobile delivery of services. The state requested this, and board staff would be unable to accommodate this on the short timeline, and hired the consultant, Community Workforce Advancements, that presented at the preceding NWPA Job Connect board meeting. Ms. Shaffer noted several disparities not represented in simple data exports, such as labor exchange being known as a state service, but it is sometimes provided by Title I staff. Ms. Anderson added that prior to his departure, Mr. Nottingham was investigating how often labor exchange services were provided by Title I staff and Ms. Shaffer has started to pick up that research. Ms. Anderson noted that the suggested criteria set forth in the proposal for the evaluability assessment appears to be geared toward measuring the performance of the Title I provider, ResCare, and not the workforce system as a whole.

The CLEOs asked about the suggested EMSI firm and Ms. Anderson noted that they are a well-respected firm out of Utah. Ms. Brick noted that previously, the Northwest was spending money on their scorecard software and this was determined to be a disallowed cost. Ms. Anderson said that while the CLEOs may believe that consenting to the assessment may be a way for the state finally accept the data presented by the Northwest, the state also agreed to the data methodology used to pull this data after CWIA reviewed it.

County Executive Dahlkemper stated that a meeting with leadership should take place to discuss the assessment offer and how to address data concerns. It would be ideal to meet in Harrisburg in conjunction with CCAP on March 19. This would be an informational meeting only, with no action taken, and should be announced at the start of the next meeting. Commissioner Kafferlin asked that Ms. Anderson and Ms. Shaffer be available to speak to the data at the meeting.

Ms. Anderson reminded the CLEOs of the letter from PWDA and PEDDA suggesting that the state is overstepping their control on local areas by affecting local board control on operations.

Ms. Anderson asked if the CLEOs had any feedback to offer on UC phones. She referred to a report from PWDA that noted some areas are preparing to remove the phones altogether. Ms. Anderson approximated 112 available incoming lines to UC with 78 coming direct from PA CareerLink® offices. Ms. Anderson noted that the Northwest previously asked for mobile phones with the direct connection to the UC office, however that request was denied. Additionally, there is a possibility of phasing out the direct lines altogether, allowing all calls to be answered in the order they are received. There was no additional feedback

**\*\*ACTION\*\***

- **Commissioner Kafferlin will send to the board staff the information he received from Ms. Cipriani and Mr. Pachay.**

**FISCAL REPORT**

Ms. Brick noted that there was no additional information on the report to be shared since the NWPA Job Connect Board Meeting, but she had a couple business items. The agreement designating the County of Venango as the Fiscal Agent is expiring, and she asked that the CLEOs consider a renewal of the agreement for an additional three years. This agreement is between the state and the County of Venango and designates them the County of Venango to receive all monies in the name of the Northwest Workforce Development Board and continues the County of Venango's designation as the Fiscal Agent.

**MOTION**

**It was moved by Commissioner Kafferlin and seconded by Commissioner Brosius to approve the renewal of the agreement designating the County of Venango as the Fiscal Agent for the Northwest Workforce Development Board. All were in favor, with the exception of Commissioner Abramovic who abstained. Motion passed and carried.**

Additionally, Ms. Brick reported that the records from the 2014 storage facility are now beyond their required record retention. With this information and taking into account that the litigation with RCWE has been canceled, Ms. Brick asked for permission to shred the records. The solicitor advised that a certification of sign off for shredding should be retained. Ms. Brick agreed and noted that Attorney Joe Kebler was informed of the possibility of shredding two months prior. The CLEOs permitted the shredding to take place.

**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.**

**WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE REPORT**

There was no report from the Executive Committee.

### **OTHER BUSINESS**

It was noted that the RCWE bankruptcy case is ongoing, and the solicitor asked for any notifications be sent to him going forward.

### **EXECUTIVE SESSION**

No executive session was needed.

### **REVIEW OF ACTION ITEMS**

1. **Commissioner Kafferlin will send to the board staff the information he received from Ms. Cipriani and Mr. Pachay.**

### **ADJOURNMENT**

#### **MOTION**

It was **moved** by Commissioner Brosius and **seconded** by Commissioner Snyder to adjourn the meeting. All were in favor. **Motion passed and carried.**

The meeting was adjourned at 11:45 am.

Respectfully Submitted,

Jacqueline Hamilton  
Administrative Assistant  
Partners for Performance