

## **CHIEF LOCAL ELECTED OFFICIALS MEETING**

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

Friday, October 12, 2018

11:27 am

### **ATTENDANCE**

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

### **GUESTS**

Attorney Wil White, Solicitor  
Diona Brick  
Jack Hewitt

### **PPF**

Janet Anderson  
Deb O'Neil  
Erin Shaffer  
Ramon Rodriguez  
Jackie Hamilton

### **WELCOME/ROLL CALL**

Commissioner Snyder called the meeting to order at 11:27 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 – AUGUST 10, 2018**

The meeting minutes from August 10, 2018 were presented for approval.

### **MOTION**

It was **moved** by Commissioner Abramovic and **seconded** by Commissioner Kafferlin to approve the minutes of the August 10, 2018 meeting as presented. All were in favor. **Motion passed and carried.**

### **REVIEW OF PREVIOUS ACTION ITEMS**

None.

### **APPROVAL OF REVISED ITA POLICY**

No further discussion on the Revised Individual Training Account Policy was necessary.

### **MOTION**

It was **moved** by Commissioner Kafferlin and **seconded** by County Executive Dahlkemper to approve the Revised Individual Training Account Policy as presented. All were in favor. **Motion passed and carried.**

### **APPROVAL OF LOCAL ADMINISTRATIVE OVERSIGHT MONITORING SUMMARY**

No further discussion on the Local Administrative Oversight Monitoring Summary was necessary.

### **MOTION**

It was **moved** by Commissioner Brosius and **seconded** by Commissioner Abramovic to approve the Local Administrative Oversight Monitoring Summary. All were in favor. **Motion passed and carried.**

## **NWPA JOB CONNECT BOARD MEMBERSHIP**

### **MEMBERSHIP UPDATE**

Ms. Anderson noted that Dr. Jackson's appointment, representing Workforce-Youth expired on September 30 and was not renewed by County Executive Dahlkemper. Subsequently, Commissioner Snyder appointed Dr. Jackson to the board effective October 1, representing Workforce-Youth for Forest County. Commissioner Brosius noted a delay in appointing a representative from the Farm Bureau, but expects that a representative should be in place before the next board meeting.

Commissioner Amato added that it would be ideal to appoint a private sector representative from the healthcare industry in Crawford County, but progress on an appointment had not been made. Ms. Anderson concurred that having an additional private sector representative would benefit the board.

### **EXPIRING APPOINTMENTS**

No appointments were expiring before the end of the year.

### **ATTENDANCE HANDOUT**

A handout was included in the packet. Ms. Anderson reminded the CLEOs that community representation on committees was highly encouraged, and it was suggested that Mr. Matthew LaVerde from Riverview IU6 be invited to participate in Youth Committee meetings.

### **\*\*ACTION\*\***

- **Mr. LaVerde from Riverview IU6 will be invited to participate in Youth Committee meetings.**

## **NWPA JOB CONNECT STAFF REPORT**

Ms. Anderson referred to the NWPA Job Connect Staff Report provided in the packet. She referred to her introduction of Mr. Ramon Rodriguez at the board meeting. He is the new Grant Writer/Research Specialist on staff.

### **FISCAL REPORT**

Ms. Brick noted that there was no additional information on the report to be shared since the NWPA Job Connect Board Meeting.

### **MOTION**

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

## **NWPA JOB CONNECT BOARD EXECUTIVE COMMITTEE REPORT**

There was no business for this item.

### **OTHER BUSINESS**

A discussion ensued related to the TANF subcontractor eligibility issue discussed in previous executive sessions.

### **MOTION**

**It was moved by Commissioner Kafferlin and seconded by Commissioner Amato to direct ResCare to return \$4800 spent on an ineligible subcontractor's program, noting the CLEOs have no interest in criminal pursuits, and to request that ResCare strongly consider forbidding the subcontractor from being used in the future. All were in favor. Motion passed and carried.**

Commissioner Snyder formally requested a budget-to-actual review of the aforementioned subcontractor be provided by ResCare, detailing how the awarded \$76,500 was spent on their four programs. Special attention must be paid to determine if properly licensed products were utilized for the program. This should be provided to the CLEOs, who may share it with the board at a future meeting.

County Executive Dahlkemper expressed concern and inquired on whether ResCare has a current contract in effect with the subcontractor, who has had difficulty providing receipts. While a new application period for TANF funding is currently open, it was not known if they applied for new funding. The CLEOs noted that they cannot preclude the entity from being eligible for funding, but it was strongly suggested that there should be no new awards to the subcontractor until the requested report is provided and the issue is clearly resolved.

Commissioner Abramovic referred to a report Ms. Wolf referred to in the NWPA Job Connect executive session that appeared to note concerns with HIPAA compliance. The solicitor noted that Ms. Wolf noted no significant concerns, but Ms. Anderson offered to send the report to the CLEOs directly. It was suggested that if the report is a regular monitoring report initiated by ResCare, it is most appropriate to provide a report to the board, which is why the report did not continue in executive session.

Ms. Anderson shared that she has received a notification from Mr. Ruben Pachay stating that the Department of Labor & Industry will be conducting an evaluation of mobile concepts and comprehensive sites across the state before the end of the year. She is as yet unaware of the timeline and what staff will be needed for access, but she will keep the CLEOs informed of any future details.

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

- **Ms. Anderson will direct ResCare to provide to the CLEOs a budget-to-actual review of the subcontractor in question.**

**EXECUTIVE SESSION**

No executive session was needed.

**REVIEW OF ACTION ITEMS**

1. **Mr. LaVerde from Riverview IU6 will be invited to participate in Youth Committee meetings.**
2. **Ms. Anderson will direct ResCare to provide to the CLEOs a budget-to-actual review of the subcontractor in question.**

**ADJOURNMENT**

**MOTION**

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

The meeting was adjourned at 10:55 am.

Respectfully Submitted,

Jacqueline Hamilton  
Senior Administrative Assistant  
NWPA Job Connect