

EXECUTIVE COMMITTEE MEETING

Partners for Performance, 920 Water Street, Suite 32B, Meadville, PA 16335

Thursday, April 3, 2019

3:04 pm

ATTENDANCE

Bob Cardamone ☎

Dr. Ray Feroz ☎

Tyrone Clark ☎

Jim Decker ☎

ABSENT

Jill Foys

GUESTS

Commissioner Robert J. Snyder ☎

PFP STAFF

Janet Anderson

Deb O'Neil

Erin Shaffer

Jackie Hamilton

WELCOME/ROLL CALL

Mr. Decker called the meeting to order at 3:04 pm. 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 JANUARY 31 & MARCH 4, 2019 MEETING MINUTES

The NWPA Job Connect Executive Committee meeting minutes dated January 31 and March 4, 2019 were presented for approval.

MOTION

It was moved by Dr. Feroz and seconded by Mr. Clark to approve the January 31 and March 4, 2019 NWPA Job Connect Executive Committee meeting minutes as presented. All were in favor. Motion passed and carried.

REVIEW OF PREVIOUS ACTION ITEMS

1. The next Workforce Development Discussion will be about the Value Stream Analysis Process.

Complete.

2. Ms. Hamilton will coordinate a separate board discussion on changes to the EARN program. This will take place at the board meeting level. Due to the conversation's relation to personnel, the discussion may take place in Executive Session.

COMMITTEE REPORTS

RECOMMENDATION OF REVISED INDIVIDUAL TRAINING ACCOUNT POLICY

Ms. O'Neil noted that the Revised Individual Training Account Policy was reviewed by Governance Committee and recommended by the Workforce Solutions and Business Solutions Committee. The policy will be part of the consent agenda at the upcoming board meeting.

MOTION

It was moved by Mr. Clark and seconded by Mr. Cardamone to recommend for board approval the Revised Individual Training Account Policy as presented. All were in favor. Motion passed and carried.

RECOMMENDATION OF REVISED WIOA ELIGIBILITY POLICY

Ms. O'Neil noted that board staff engages in continuous improvement of policies, and as staff prepare to implement recent grant programming, policies are being reviewed and some areas of improvement have come to light. The WIOA Eligibility Policy was last approved through the Local Plan process, and recently staff discovered that the percentage noted for calculating a "high poverty area" for the purpose of determining youth program eligibility was 30% in the policy while it is 25% in 20 CFR §681.260. The revision was identified to be necessary following the board committees during March and therefore was not able to be reviewed by the appropriate committees prior to coming before the Executive Committee. The committee was asked to recommend the policy for approval at the next board meeting, but it will be separate from the consent agenda.

Mr. Clark asked about the impact of the change in how the local area conducts programming. Ms. Anderson doesn't believe this criteria is often used to determine eligibility, since it is new under WIOA. Mr. Decker asked if the option is being ignored or are clients able to be determined eligible through other means. Ms. Anderson replied that they are being determined eligible through other means.

MOTION

It was moved by Dr. Feroz and seconded by Mr. Cardamone to recommend the Revised WIOA Eligibility Policy as presented. All were in favor. Motion passed and carried.

WDB COMMITTEES OVERSIGHT

ATTENDANCE REPORT

An attendance report was included as part of the packet. No issues were discussed.

BOARD MEMBERSHIP

Mr. Steven Davis was appointed by the Clarion County Commissioners to represent business on March 27. Ms. Terra Gaines was part of a large layoff at Agility Marketing and the CLEOs will consider removing her from the board at their meeting on April 12.

BOARD DEVELOPMENT

Ms. Anderson noted that Ms. Hamilton is in the process of scheduling board development sessions in April and May.

BWDA MONITORING UPDATE

There was no update on BWDA monitoring available.

REVIEW OF UPCOMING BOARD MEETING AGENDA

WORKFORCE DEVELOPMENT DISCUSSION ITEM – EARN

Ms. Anderson asked if there were any suggestions for a Workforce Development Discussion in addition to one about the impact of the EARN program changes and there were no additional input. Ms. Anderson noted that a request for more advocating with state legislators may be made at the meeting. She had provided the CLEOs with an update prior to CCAP in case it was discussed. Commissioner Snyder noted that EARN was not discussed at the CCAP conference.

OTHER BUSINESS

RESCARE MERGER

Ms. Anderson noted that the solicitor is expected to give a short update on the merger at the board meeting.

PWDA CONFERENCE

Ms. Anderson stated that the Pennsylvania Workforce Development Association's 35th Annual Employment, Education, and Training Conference is scheduled for May 8 through May 10 in Hershey, PA. If board members are interested in attending, their registration fee will be reimbursed after attendance of the conference.

YOUTH PROGRAM UPDATE

Ms. Anderson shared that the Youth Program is moving ahead; at the end of February, about \$500k of the \$1.3 million had been spent, a significant increase. Previously, the majority of out-of-school youth were originating in the rural counties, but recently Erie County's numbers had increased.

OTHER BUSINESS

Ms. Anderson shared a few more updates:

- Value Stream Analysis Process – board staff will continue to update the board on the progress. Currently, it appears that there is difficulty in getting all staff to participate in update meetings, which impacts the progress of the implementation of the plan.
- Ms. Anderson provided commentary for a discussion on hot jobs on Talk Erie
- There have been reports of state staff providing negative feedback and commentary to the public.

Mr. Cardamone asked if there was anything the board could do to ease the tension between state staff and Title I staff. Ms. Anderson noted that since the first culture discussion took place, she has taken instances to Mr. Fannie and Mr. Staszko to address. More detailed recent examples shared have involved board staff and state staff, and the state staff and board chair. Mr. Cardamone noted that to his knowledge, these issues were not happening in North Central, where ResCare also provides services. The committee wondered if state staff was still not in support of mobile service delivery. The committee asked which state partner was more prevalent in instances of tension, and Ms. Anderson noted that BWPO was collocated in the offices and therefore more influential.

REVIEW OF ACTION ITEMS

None.

ADJOURNMENT

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

The meeting adjourned at 3:40 pm.

Respectfully submitted,
Jackie Hamilton
NWPA Job Connect