

PARTNERS FOR PERFORMANCE BOARD MEETING

William J. Douglass, Jr. Corporate Conference Center, 764 Bessemer Street, Meadville, PA 16335
Friday, June 14, 2019
10:24 am

ATTENDANCE

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

PPF

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

ABSENT

Commissioner John Amato, Crawford County

GUESTS

Diona Brick, Fiscal Agent/Cnty of Venango
Brittany Eisenman, NWPA JC/PA Farm Bureau
Caryl Unseld, NWPA JC/IU5
Carm Camillo, PA CareerLink®/Title I ResCare
Bridget Wolf, ResCare
Sara Dodeci, PA CareerLink®/Title I ResCare
Wil White, Solicitor ☎

WELCOME/ROLL CALL

Commissioner Brosius called the meeting to order at 10:24 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 MINUTES – APRIL 12, 2019 MEETING

The Partners for Performance meeting minutes dated April 12, 2019 were presented for approval.

MOTION

It was **moved** by Commissioner Snyder and **seconded** by County Executive Dahlkemper to approve the minutes for the April 12, 2019 Partners for Performance board meeting as presented. All were in favor. **Motion passed and carried.**

REVIEW OF PREVIOUS ACTION ITEMS

1. Ms. Anderson will collect votes to approve the Revised Employee Handbook via email and ask for a ratification at a future meeting. Ms. Anderson provided the revised handbook and associated policies via email before the meeting. The board has reviewed the policies and noted that with approval, they will be effective on July 1.

MOTION

It was **moved** by Commissioner Kafferlin and **seconded** by Commissioner Snyder to approve the Revised Partners for Performance Employee Handbook as presented in the email previously. All were in favor. **Motion passed and carried.**

FISCAL REPORT

There was no new information on the report since the previous meeting. The Fiscal Report is part of the meeting agenda as it and the full budget are tied to the administrative budget, which funds staff operating costs, salaries, and benefits.

MOTION

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

APPROVAL OF PY18/19 BUDGET

MOTION

It was **moved** by County Executive Dahlkemper and **seconded** by Commissioner Kafferlin to approve the PY18/19 budget as presented. All were in favor. **Motion passed and carried.**

PARTNERS FOR PERFORMANCE STAFF WAGES

This will be discussed after Executive Session.

RATIFICATION OF PFP OFFICE LEASE RENEWAL

The lease renewal vote was coordinated by Ms. Brick and Ms. Anderson. The new lease is effective July 1 and is in effect through June 30, 2024 with an overall increase of about \$50/month.

MOTION

It was **moved** by Commissioner Snyder and **seconded** by Commissioner Abramovic to ratify the renewal of the Partners for Performance office space. All were in favor. **Motion passed and carried.**

OTHER BUSINESS

None.

EXECUTIVE SESSION

MOTION

It was **moved** by Commissioner Snyder and **seconded** by Commissioner Abramovic to enter executive session to discuss personnel. All were in favor. **Motion passed and carried.**

All visitors were excused except for Ms. Anderson, Ms. Brick, and the solicitor. The session commenced and 10:30 am. Ms. Anderson and Ms. Brick were excused at 10:36am. The session concluded at 10:42 am.

MOTION

It was **moved** by Commissioner Kafferlin and **seconded** by Commissioner Abramovic to reconvene the meeting. All were in favor. **Motion passed and carried.**

It was **moved** by Commissioner Snyder and **seconded** by Commissioner Kafferlin to grant a 2.5% wage increase to Partners for Performance employees available July 1. All were in favor. **Motion passed and carried.**

REVIEW OF ACTION ITEMS

None.

ADJOURNMENT

MOTION

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

The meeting adjourned at 10:45 am.

Respectfully submitted,

Jacqueline Hamilton
Administrative Assistant
Partners for Performance