

EXECUTIVE COMMITTEE MEETING

Partners for Performance, 920 Water Street, Suite 32B, Meadville, PA 16335
Thursday, June 6, 2019
3:31 pm

ATTENDANCE

Bob Cardamone ☎
Dr. Ray Feroz ☎
Tyrone Clark ☎
Jill Foys ☎
Caryl Unseld ☎

ABSENT

Jim Decker

GUESTS

Commissioner Wayne Brosius ☎
Diona Brick

PFP STAFF

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

WELCOME/ROLL CALL

Mr. Clark called the meeting to order at 3:31 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 APRIL 3, 2019 MEETING MINUTES

The NWPA Job Connect Executive Committee meeting minutes dated April 3, 2019 were presented for approval.

MOTION

It was moved by Mr. Cardamone and seconded by Ms. Foys to approve the April 3, 2019 NWPA Job Connect Executive Committee meeting minutes as presented. All were in favor. Motion passed and carried.

REVIEW OF PREVIOUS ACTION ITEMS

None.

COMMITTEE REPORTS

Committee reports were included for informational purposes. The Workforce Solutions Committee emphasized to the Executive Committee the need for improved technology to offer more virtual options leading to more ways to achieve services at a time and place that people need them.

WDB COMMITTEES OVERSIGHT

ATTENDANCE REPORT

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

BOARD MEMBERSHIP

There were no changes in board membership to report.

BOARD DEVELOPMENT

Ms. Anderson reported that 10 out of 22 board members plus one CLEO attended the board development sessions offered in April and May in three locations throughout the region. A shortened version will be offered to the CLEOs at their meeting. Ms. Unseld offered to comment at the board meeting, affirming the value of the information presented.

BWDA MONITORING UPDATE

Ms. Anderson noted that BWDA will be conducting onsite monitoring from July 1 to July 3. This monitoring will cover fiscal practices and participant files (Title I) and will take place at NWPA Job Connect in Meadville and County of Venango in Franklin. Board staff and the Fiscal Agent have been fulfilling preparatory requests in anticipation of the visit.

REVIEW OF UPCOMING BOARD MEETING AGENDA

The draft agenda for the upcoming board meeting was included in the packet.

WORKFORCE DEVELOPMENT DISCUSSION ITEM

The committee was asked for ideas for the workforce development discussion item on the board meeting agenda. Spending of youth funding was suggested, but Ms. Anderson noted that it would only be an update because it is not yet the end of the year. The intent of the discussion item is innovation. Other suggestions included virtual and technology options and how out-of-school youth recruitment efforts are conducted. The committee decided to come back to this item later in the meeting.

OTHER BUSINESS

LAYOFFS

WABTEC

Ms. Anderson gave an update on the possible Wabtec layoff affecting 1700 workers. Negotiations continue but partners met last week to discuss how to be prepared to serve those affected, if necessary. Partners hope to put together a replicable format for large layoffs if needed in the future. Wabtec employees may not be designated trade-impacted, and if so, would only get six months of unemployment. Board staff is working with a realtor to find a possible transition center site in Erie.

GECAC

Ms. Anderson reported that GECAC lost its head start contract, which impacts 150 workers. Rapid Response services will start on Monday. This contract is about 43% of GECAC's total budget, as reported by the news.

Dr. Feroz suggested that the workforce development discussion be an overview of the board's role in serving large layoffs. Mr. Clark agreed, and emphasized that having a plan that addresses funding, communication, and partnerships would best prepare PA CareerLink® staff to serve the people affected by large layoffs. Ms. Anderson will put together a presentation.

It was asked if this the major reduction in GECAC funding will affect PA CareerLink®, and Ms. Anderson clarified that GECAC currently only contracts for Workforce Innovation Fund grant programming, which ends in July and closes in September. She does not believe PA CareerLink® will be affected.

EARN PROGRAM UPDATE

Ms. Anderson recounted that the board asked for EARN information and to form a task force to monitor the EARN program changes and how they affect the local workforce development system. The information will be available in the board meeting packet; however, Ms. Anderson believes that the formation of a task force is premature. PWDA is coordinating an effort in which the Northwest is participating, but no movement is expected before July due to legislator budget discussions. Mr. Cardamone noted he is aware that DHS has increased regulations for spending EARN performance payments. Ms. Brick noted that she employs negative confirmation to get any answers on how to spend the funding.

YOUTH PROGRAM UPDATE

Ms. Anderson reported youth being enrolled in record numbers. Board staff continues to monitor spending and enrollment through weekly update calls.

GRANTS UPDATE

Mr. Rodriguez noted several grant updates:

- The State Local Internship Program is supporting 25 interns in 16 companies.
- Meetings supporting the State Apprenticeship Expansion Grant are taking place the week of the 17th.
- PAsmart grants are moving along well.
- Board staff is working with school districts and Erie Together as well as IU5 to implement the Business Education Partnership grant.
- Board staff is working with Ms. Foys and the Northwest Commission to evaluate the opportunity to apply for an ARC grant supporting petrochemical.

OTHER BUSINESS

Ms. Anderson advised that culture issues continue in the Northwest PA CareerLink®. More recently, server equipment has been unplugged, standing water with no origin has been found on the kitchen floor with threats of employees falling, an ADA chair was stolen, conflicting complaints about the door to the atrium are being received, and calls are being made to undo plans of operator staff. Board staff is installing cameras at the request of the PA CareerLink® security committee to monitor the situation. The situation is frustrating for the operator and PA CareerLink® staff as well as board staff. A request for a board member to facilitate a discussion may soon be made.

REVIEW OF ACTION ITEMS

None.

ADJOURNMENT

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

The meeting adjourned at 4:21 pm.

Respectfully submitted,
Jackie Hamilton
NWPA Job Connect