

GOVERNANCE COMMITTEE MEETING

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

September 18, 2019

3:04 pm

ATTENDANCE

Brad Tisdale ☎

Dr. Aldo Jackson ☎

Gary Shaw ☎

ABSENT

Bob Cardamone

Rich Krankota

GUESTS

Carmine Camillo ☎

PFP STAFF

Janet Anderson

Deb O'Neil

Erin Shaffer

Jackie Hamilton

WELCOME/ROLL CALL

Ms. O'Neil called the meeting to order at 3:04 pm at the request of the chair. 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 – JANUARY 16, 2019 AND MARCH 20, 2019

The Governance Committee minutes for the January 16, 2019 and March 20, 2019 were presented for approval.

MOTION

It was moved by Mr. Tisdale and seconded by Mr. Shaw to approve the January 16, 2019 and March 20, 2019 meeting minutes as presented. All were in favor. Motion passed and carried.

REVIEW OF PREVIOUS ACTION ITEMS

1. Language will be added to the Revised Individual Training Account Policy that suggests how multiple training programs are determined as part of a career pathway, as well as an example demonstrating a relation. (Complete)

SIX THINKING HATS BRIEF PRESENTATION

The committee asked to defer this exercise until more committee members were present.

DISCUSS GOALS FOR PROGRAM YEAR 2019

PREPARE NEW REGIONAL/LOCAL PLANS PER STATE GUIDANCE ALIGNED WITH STATE BOARD'S 5 BROAD GOALS

UPDATE EXISTING POLICIES AND/OR DEVELOP NEW POLICIES TO ENSURE ALIGNMENT WITH NEW REGIONAL AND LOCAL PLANS

Ms. O'Neil informed the committee that the area would undergo the Local Planning process in 2020 and state guidance on the process is expected in the Spring. The state must release its Combined Plan first. Ms. O'Neil and Ms. Anderson attended a listening session about the Combined Plan and expect that the local planning process will be a challenging one. In anticipation of the Local Planning process, board staff has been building a folder for discussion that includes the broad goals from the state board. Ms. Anderson noted that she will be recommending to the Executive Committee that these goals be

the Workforce Development Discussion agenda items on future board meeting agendas. These discussions will help form the plan.

RECOMMENDATION OF WDB BYLAWS REVISIONS

Ms. O’Neil referred the committee to the summary sheet of revisions to the WDB Bylaws.

MOTION

It was **moved** by Mr. Tisdale and **seconded** by Dr. Jackson to approve the WDB Bylaws Revisions as presented. All were in favor. **Motion passed and carried.**

WDB BOARD RECERTIFICATION STATUS

Ms. O’Neil shared that BWDA requested more information regarding the board recertification process originally submitted in January, and that information was submitted on June 28. There has been no further response, and policy states that the board will be recertified by default in 90 days, which is September 26.

REGIONAL/LOCAL PLAN MODIFICATION DUE OCTOBER 1, 2019

PUBLIC COMMENT PERIOD ENDS SEPTEMBER 12

WDB SPECIAL MEETING SEPTEMBER 27 TO APPROVE PLANS FOR SUBMISSION TO STATE

Ms. O’Neil noted that the modification was posted from August 13 through September 12 and no comments were received. Board staff is working with West Central to complete the appropriate forms. West Central’s board will consider their modified Local and Regional Plans for approval at a meeting on September 19, and the NWPA Job Connect board has a special meeting schedule for September 27. This will allow for submission by the October 1 deadline. West Central will submit the two Local Plans, along with the Regional Plan, as the point of contact for this planning cycle.

STATE POLICY REVISIONS – PLANNING (FINAL), OPERATOR (DRAFT)

Ms. O’Neil noted that the state’s Local Planning policy revisions are related to the previously discussed modifications, and no further revisions are expected to that policy. The new Operator Policy revisions are still in draft.

PARTNER MOU SIGNATORY UPDATE

Ms. O’Neil updated the committee on the Partner MOU, recalling that two partners did not respond to requests to sign the MOU. The Executive Committee initiated the dispute resolution process at the suggestion of Policy Division in Harrisburg, and letters were sent to both agencies noting this and stating that they were required partners in the MOU.

Ms. O’Neil added that one of the unresponsive partners, JobCorps, has made contact since the letter and are present in Erie for about three hours a month, as the contact is based out of Munsee. The operator expects to continue developing this relationship in anticipation of their future contribution to the RSA. JobCorps works with about sixteen out-of-school youth in Erie and currently do not have a presence elsewhere in the workforce development area.

OTHER BUSINESS

RESCARE UPDATE (POLICY-RELATED DISCUSSION ONLY)

Mr. Camillo noted that he is now the Project Director for Title I programming in the Northwest PA Region.

NEXT MEETING – WEDNESDAY, NOVEMBER 20, 2019

REPORT FOR EXECUTIVE COMMITTEE

There was no report for the Executive Committee outside of the recommendation of the bylaws revisions.

REVIEW OF ACTION ITEMS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 3:33 pm.

Respectfully submitted,
Jackie Hamilton
NWPA Job Connect