



Executive Committee Meeting

Microsoft Teams: Use calendar link or call in: (724) 761-2341 Passcode: 297 671 144#

Thursday, March 3, 2022, 9:00AM

Responsibilities: Act on behalf of the full Workforce Development Board, when necessary, due to timing, with acknowledgment by the full board at the next meeting; to delegate to the board's committees, and review findings and recommendations by the committees.

AGENDA

1. Meeting will be **RECORDED**
2. Welcome/Roll Call/Visitor Recognition/Comment
3. **Approval of Minutes – December 30, 2021 (vote)**
4. Review of Previous Action Items
 - Follow Up On Title I File Review Adult/DW/Youth to separate medical information from the file
5. Review of Meeting Procedure Items
 - a. Abstention (see form at bottom) and asking with Every Vote
 - b. Voting on items individually rather than in groups
 - c. Member option to sever items from Consent Agenda for discussion
 - d. Clarity of wording on vote items for Sunshine adherence
6. Committee Reports
7. Fiscal Report
8. De-Obligating Funds
 - a. Vote to Deobligate Remainder of Funds For Industry Partnership Money we cannot use by the June 30, 2022 Deadline (Vote)**
 - b. Vote to Deobligate Remainder of Funds For National Emergency Grant Dislocated Workers Money we cannot use by the June 30, 2022 Deadline (Vote)**
 - F+M committee did not recommend this item
 - c. Vote to Deobligate any RRAA Money we cannot use by the June 30, 2022 Deadline (Vote)**
9. **Additional Adult Funding For Title I: Increase the contract amount up to an additional \$75,000 to our Title I provider for additional training in this program year (Vote)**
10. **Formation of a SOW and PayFP Committee for Title I Contract for PY2022**
 - Committee to be able to develop and recommend to the board the SOW and PayFP (Vote)**

11. **Re: RFP Committee: Vote to allow them to review the RFPs and recommend a provider (Vote)**
12. **Procurement Policy Update to \$20,900 (Vote)**
13. **Ad hoc Group Re: Education, Business and HPO (Vote)**
14. **Stevens Amendment Language Addition To The Communication Protocol (Vote)**
15. **Board Member Conference Expenses Coverage Consideration (Cap) (Vote)**
F+M recommends coverage of 2 members
16. **Continuous Improvement Plan for remainder of PY21 (Vote)**
17. Approval of funds to be used for PA CareerLink® Outreach
 - a. **\$20,000 for PY21 outreach strategies (Vote)**
 - b. **\$200,000 recurring budget item in future PYs (Vote)**
18. Board Membership Updates-
 - a. one seat expiring in June 2021 (To CLEOs)
 - b. nominating committee has new slate of officers chosen
19. **Review of Upcoming Board Meeting Agenda**
20. Workforce Development Discussion Item: WORC Grant and Work Advance, Stephen Catt or Title I
21. Board Membership Monitoring Letter
22. New Partner MOU coming
23. Special Meeting of the Board To Be Held April 18th (RFP, Tentative Budget, Possible Policy Update)
24. Committee Oversight (as above)
25. Attendance Report
26. Other Business
27. Adjourn

Items in bold should be considered for a vote.

Committee Liaison: Lisa Miller