

**CHIEF LOCAL ELECTED OFFICIALS
BOARD MEETING**

Via Microsoft Teams on Friday, May 13, 2022 at 9:30 AM

ATTENDANCE: Commissioner Wayne Brosius, Clarion County; Commissioner Eric Henry, Crawford County; Commissioner Robert Snyder, Forest County; Commissioner Chip Abramovic, Venango County

ABSENT: Commissioner Tricia Durbin, Warren County; County Executive Brenton Davis, Erie County

BOARD STAFF: Lisa Miller, Deb O'Neil, Susan Richmond, Julie Price, Carrie Symes, Nichole Kellar

VISITORS

Diona Brick, Fiscal Agent
Attorney Joseph Keebler
Commissioner Bozzle, Butler County
Rebecca Gardner, State Monitor

WELCOME/ROLL CALL/VISITOR RECOGNITION/PUBLIC COMMENTS

Laura King called the meeting to order at 9:00 am. Roll call was taken. It was noted there was a quorum. Visitors were recognized. There was no public comment.

Laura King asked if the members wanted to sever any items from the consent agenda for discussion. No agenda items were requested to be severed from the consent agenda.

CONSENT AGENDA

The consent agenda portion of the meeting included the following:

- a. Policies Update: WIOA Eligibility Policy Update
- b. Fiscal Oversight and Reporting
- c. Minutes: March 11, 2022 and April 18, 2022
- d. Random Sample Audit Request PASSED: Provided source documentation for random sample draw testing

MOTION

It was **moved** by Commissioner Brosius and **seconded** by Commissioner Henry to approve the Consent Agenda as presented. All were in favor. **Motion passed and carried.**

REVIEW OF PREVIOUS ACTION ITEMS

- Lisa Miller reported Title I contract: The Statement of Work is being constructed and we will have the contract for approval shortly

COMMITTEE REPORTS

Committee reports are included in the meeting packet for review.

APPROVAL OF FISCAL REPORT

Board members were asked if there were any requests to sever fiscal items from the fiscal report prior to the vote. No requests to sever fiscal items from the fiscal report vote were received.

Discussion referenced back to the regular board meeting discussion.

MOTION

It was moved by Commissioner Brosius and seconded by Commissioner Henry to approve the Fiscal Report as presented. All were in favor. There were no abstentions. Motion passed and carried.

Profit Margin on WIOA Title I Contract for Program Year 2022

Discussion referenced back to the regular board meeting discussion.

MOTION

It was moved by Commissioner Brosius and seconded by Commissioner Henry to approve the latitude to negotiate a profit level with our Title I contractor, Equus, not to exceed 8.5%. All were in favor. There were no abstentions. Motion passed and carried.

CONTINUE TO EXCLUDE OPERATOR PAY FOR PERFORMANCE FOR PY2022 CONTRACT

Discussion referenced back to the regular board meeting discussion.

MOTION

It was moved by Commissioner Henry and seconded by Commissioner Brosius to approve excluding pay for performance for the WIOA Title I Operator contract for Program Year 2022. All were in favor. There were no abstentions. Motion passed and carried.

EXCLUDE TITLE I PROGRAM SERVICES CONTRACT PAY FOR PERFORMANCE FOR PY2022

Discussion referenced back to the regular board meeting discussion.

MOTION

It was moved by Commissioner Abramovic and seconded by Commissioner Brosius to approve excluding pay for performance for the WIOA Title I Program Services contract with Equus for Program Year 2022. All were in favor. There were no abstentions. Motion passed and carried.

APPROVE TITLE I STATEMENT OF WORK FOR PROGRAM YEAR 2022 CONTRACT

Discussion referenced back to the regular board meeting discussion.

MOTION

It was moved by Commissioner Abramovic and seconded by Commissioner Henry to approve the Executive Director to finalize the Statement of Work for the WIOA Title I contract with Equus for Program Year 2022. All were in favor. There were no abstentions. Motion passed and carried.

APPROVE STATEMENT OF WORK COMMITTEE TO APPLY OPERATOR SOW TO CONTRACT

Discussion referenced back to the regular board meeting discussion.

MOTION

It was moved by Commissioner Brosius and seconded by Commissioner Henry to approve authorizing the Executive Director to work with the Statement of Work Committee to finalize and apply the Statement of Work for the WIOA Title I Operator contract for Program Year 2022. All were in favor. There were no abstentions. Motion passed and carried.

UPDATE ON DE-OBLIGATING FUNDS

Manufacturing Industry Partnership Grant Money: Discussion referenced back to the regular board meeting discussion.

National Emergency Dislocated Worker Grant: Discussion referenced back to the regular board meeting discussion.

Rapid Response Additional Assistance Grant: Discussion referenced back to the regular board meeting discussion.

MEMBERSHIP ITEMS

Discussion referenced back to the regular board meeting discussion.

MOTION

It was **moved** by Commissioner Henry and **seconded** by Commissioner Brosius to accept the resignation of Hope Lineman. All were in favor. There were no abstentions. **Motion passed and carried.**

UPDATE ON IN-SCHOOL YOUTH PLAN

Discussion referenced back to the regular board meeting discussion.

PROPOSED MEETING SCHEDULE

Discussion referenced back to the regular board meeting discussion.

MOTION

It was **moved** by Commissioner Brosius and **seconded** by Commissioner Abramovic to approve the proposed new meeting schedule as presented. All were in favor. There were no abstentions. **Motion passed and carried.**

Commissioner Abramovic raised the question about going back to in person meetings. Lisa Miller stated that in order to do so, we will need to purchase new IT equipment to accommodate broadcasting through the meeting room since the old equipment no longer works properly. Lisa Miller stated that we will not be able to meet in person at the upcoming meeting but will look forward to the following meeting in September provided we have equipment available. After further discussion, it was decided to move forward with working on providing a hybrid meeting option.

AD HOC EDUCATION, BUSINESS, and HIGH PRIORITY OCCUPATION

Discussion referenced back to the regular board meeting discussion.

WORKFORCE DEVELOPMENT DISCUSSION: DATA POINT DEFINITIONS AND REPORTS

Discussion referenced back to the regular board meeting discussion.

MONITORING REVIEW

Quarter 3 Title I File Review

Discussion referenced back to the regular board meeting discussion.

Title I Quarter 3 Statement of Work and Pay for Performance Summary

Discussion referenced back to the regular board meeting discussion.

Operator Q3 Operator Summary

Discussion referenced back to the regular board meeting discussion.

Quarterly Reports

Discussion referenced back to the regular board meeting discussion.

NEW PARTNER MEMORANDUM OF UNDERSTANDING (MOU)

Discussion referenced back to the regular board meeting discussion.

COMMON MEASURES PERFORMANCE REVIEW

Discussion referenced back to the regular board meeting discussion.

OTHER BUSINESS

Discussion referenced back to the regular board meeting discussion.

No Executive Session was needed.

ADJOURNMENT

MOTION

It was **moved** by Commissioner Abramovic and **seconded** by Commissioner Brosius to adjourn the meeting. All were in favor. There were no abstentions. **Motion passed and carried.**

The meeting adjourned at 9:43 am.

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| Meeting Advertised in The Derrick on June 1, 2022 | | |
| Minutes Submitted | Deb O’Neil | 7/8/2022 |
| Minutes Approved | NWPA Job Connect Board | |
| Minutes Posted | https://www.nwpajobconnect.org/wdb/board-meeting-archive | |