



NWPA JOB CONNECT BOARD MEETING
FRIDAY, SEPTEMBER 9, 2022
8:30 AM – 10:00 AM

Hybrid Meeting

In Person Details

Economic Progress Alliance of Crawford County
William J Douglass Jr. Co. Conference Center
746 Bessemer Street, Meadville, PA, 16335

Virtual Details

Microsoft Teams
Use calendar link or
Call in: (724) 761-2341
Passcode: 890 172 313#

AGENDA

- 1) Welcome, Chair
- 2) Meeting will be **RECORDED** and **AGENDA POSTED IN CHAT**, Nichole
- 3) Roll Call / Visitor Recognition – Nichole
- 4) Public Comments – Chair
- 5) Consent Agenda (**Ask: Any items need to be severed from the Consent Agenda for discussion**), Chair VOTE
 - a. **Approval of July 8, 2022 Meeting Minutes**
 - b. **Approve file monitoring tool changes**
 - c. **Approve fiscal monitoring tool changes**
 - d. **Data Validation Report Summary**
 - e. **Approve Revisions to Risk Assessment Policy and evaluation form**
 - f. **Accept Closeout of PY21 Continuous Improvement Plan**
 - g. **Approve PY22 Operator Continuous Improvement Plan**
 - h. **Approve MOU Final Draft**
 - i. **Accept Title I Satisfaction Survey Results: Business Report and Participant Report**
- 6) Review of Previous Action Items – None
- 7) Committee Reports Chair (A brief summary report per committee)
- 8) Updates from the Chair – Bobbie Jones
 - a. Introducing Charlie Bayle as alternate for Erie County Executive Brenton Davis (*Charlie to introduce himself*)
 - b. Adding a Business (any size) from Erie. Waiver Deadline Sept. 15, 2022
-In process of seating this person now
 - c. Welcome Travis Crytzer, Crawford, Small Business (*Travis to introduce himself*)
 - d. Welcome Juanice Vega, Clarion, Higher Education (*Juanice to introduce herself*)
 - e. In Progress: Kristy Chaplain, Crawford, Workforce, as of September 14th
 - f. **Slate of Officers VOTE TO APPROVE EXECUTIVE COMMITTEE ITEMS**
 - i. Bobbie Jones Remains As Chair, Venango, Webco Industries, Business
 - ii. Brad Tisdale, Remains Vice Chair, Erie, Steamfitters Local #449, Appren.
 - iii. Jim Decker, Remains Treasurer, Warren, Chamber
 - iv. **Juanice Vega, Secretary, Clarion VOTE**
 - v. Jill Foys, Forest, NW Commission, County Representative
 - vi. **Travis Crytzer, Crawford, County Representative VOTE**
 - g. Other
- 9) Fiscal items – Diona Brick
 - a. **Fiscal Report VOTE**
 - b. Grant Updates
 - c. **Allocation of Program Funds- Approval to move up to \$250,000 from DW to Adult as needed upon the Executive Directors discretion in consultation with the fiscal agent. VOTE**
 - d. Budget Discussion

e. Other Items of Note

10) Outcome of PY 21 Operating SOW and Title I SOW and Profit/Performance, Lisa

a. PY21 Operator SOW Profit (8.5%) = \$39,672.49 ****Amount adjusted to \$37,343.00 after ad hoc****

b. Title I PayFP (8.5%)= \$327,983

c. Approved by PayFP/SOW Ad hoc Committee

d. Approve the pay out of Operator Profit at 8.5% and Title I Performance as stated VOTE

11) PY22 PY23 Performance Negotiations, Lisa

a. Worksheet on Performance Negotiations

b. NWPACJ Proposed Levels To Approve

c. Rationale for NWPACJ Proposed Levels

d. Approve PY 22-23 proposed performance negotiated levels as presented or with modifications specified VOTE

12) Regional and Local Plan Modification, Susan

a. Current state guidance was issued July 29, 2022

b. Starting to review Local Plans for required updates

-State is focusing heavily on Registered Apprenticeships

-Will be creating a Regional Planning Committee

c. Will also be meeting with West Central regarding the Regional Plan potential modifications needed

d. Due to state February 24, 2023.

13) Updated Reports Linked at the bottom of the agenda, Chair

a. Title I Report

b. Operator Report

c. Most Recent Common Measurers Report

d. Rapid Response Report

e. WDA Profile Link

f. Attendance Report

14) Workforce Discussion Items, Lisa

a. Title I Information on Services for Businesses, Jay

15) Membership Introductions, Chair (This was completed in the Updates From the Chair this meeting)

a. Board members to introduce themselves, County representation, their organization, background and position in the organization, products or services the organization provides.

16) Other Business

a. Board Staff Report Highlights, Lisa Miller

-Website decision

-BWDA Oversight Monitor Update

-Security update

-Additional items of interest...see Board Staff Report Linked below for more detail

b. Social Media Platforms: Northwest PA CareerLink®, Lisa Miller

-Facebook: [@NWPACL](#) -Twitter: [@NCareerlink](#) -LinkedIn: [Northwest PA CareerLink](#)

c. Hybrid meetings will continue at this location and online. Please attend whichever works for you.

d. Other Items As Needed

17) Executive Session: As Needed

18) Adjourn

Next Board Meeting: **Thursday, November 10, 2022 ****Thursday due to Veterans Day being Fri Nov 10******

ITEMS IN BOLD REQUIRE A VOTE

Resources: • [Acronym List](#) • [Conflict of Interest Info](#) • [Abstention/Conflict of Interest Form](#) • [ETPL](#) • [HPO](#)
• Attendance • NWPACJ Job Connect Staff Report • Operator • Rapid Response • Title I
• Most Recent Common Measures Performance Report • Revised IFA • [WDA Profile](#)