

CHIEF LOCAL ELECTED OFFICIALS MEETING

Friday, September 9, 2022

Immediately following the NWP Job Connect Meeting

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, *Commissioner Bob Snyder, Chair*
- 2) Meeting will be **RECORDED** and **AGENDA POSTED IN CHAT**, Nichole
- 3) Roll Call / Visitor Recognition – Nichole
- 4) Public Comments – *Commissioner Bob Snyder, Chair*
- 5) Consent Agenda ****Any items to sever from the consent agenda for voting?*** *Chair Snyder*
 - 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, Chair
- 7) Committee Reports *Lisa*

A brief summary of items covered per committee meeting during the most recent cycle
- 8) Membership Updates *Lisa*
 - 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
 - d. Welcome Juanice Vega, Clarion, Higher Education
 - e. In Progress: Kristy Chaplain, Crawford, Workforce, as of September 14th
 - f. Slate of Officers Pending board approval
 - 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
 - v. Jill Foys, Forest, NW Commission, County Representative
 - vi. Travis Crytzer, Crawford, County Representative
 - 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. NWPAC Proposed Levels To Approve
 - c. Rationale for NWPAC 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, Lisa
- 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) NW WDA Mobile Services evaluation is coming and the state is working on procuring a vendor, Lisa
- a. We have reviewed the SOW for the RFP
 - b. It is very detailed and will be looking at our entire operation
 - c. Local elected officials could be interviewed as part of the process
 - d. They will review CWDS, do interviews, review policies, do a deep fiscal review and report out
 - e. Looking for a model for implementation including cost per participant brick vs mobile
- 15) Business Services Evaluation, Lisa
- a. KPMG procured by the state
 - b. Data sharing agreement being finalized for CWDS information
 - c. Surveying of businesses and interviews of local staff and businesses will begin once agreement done
- 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. 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 • NWPA Job Connect Staff Report • Operator • Rapid Response • Title I
• Most Recent Common Measures Performance Report • Revised IFA • [WDA Profile](#)