

CHIEF LOCAL ELECTED OFFICIALS MEETING

Friday January 13, 2023

Immediately following the NWPAs Job Connect Meeting

Microsoft Teams Virtual Meeting

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) **Approval of Consent Agenda, Chair Commissioner Bob Snyder**
 - a. Approval November 18, 2023 Meeting Minutes
 - b. Monitoring Reports
 - i) Accept the Fiscal Monitoring Report
 - ii) Accept the Administrative Monitoring Report
 - iii) Accept the Operator PY22 Q1 SOW Progress Summary
 - iv) Accept the Title I PY22 Q1 SOW Progress Summary
 - v) Accept the Participant File Monitoring Report
 - vi) Accept the State Annual Monitoring Report
 - vii) Accept the Annual Operator Survey Results
 - c. **Any items to sever for discussion -or- motion to keep whole**
 - d. **Vote on accepting the Consent Agenda**

- 6) Review of Previous Action Items – None

- 7) Membership Updates:
 - a. Youth Agency – *Lisa M*
 - b. Conflict of Interest and Abstention Procedures—*Lisa M*

- 8) Fiscal items – *Diona Brick*
 - a. **Fiscal Report**
 - b. **Approval of Fiscal Report VOTE**
 - c. **Motion to approve another requested transfer to the State from Dislocated Worker Funds to Adult Funds in the amount of \$600,000. VOTE**
 - d. **Motion to authorize the Fiscal Agent to execute Memorandums of Understanding to Equus up to an amount of \$600,000 after consultation between the Executive Director and the Fiscal Agent. VOTE**
 - e. Other Items of Note

- 9) Most recent Common Measures, *Lisa M*

- 10) Contract Related Items, *Lisa M and Diona Brick*
 - a. **Operator Contract Renewal For PY23 VOTE**
 - b. **Title I Contract Renewal For PY23 VOTE**
 - c. **Recouping PY 21 ETPL Venango Technology Center LPN Program Expenditures VOTE**

- 11) Statement of Work Committee, *Lisa M*
 - a. Committee Membership and Chair, review from board meeting
 - b. **Committee and Executive Director to have the authority to finalize and release the PY23 SOW for Title I and Operator contracts VOTE**

c. Committee and Executive Director to have the authority to evaluate Operator and Title I performance on PY22 SOW VOTE

12) Other Business

a. Board Staff Report Highlights, *Lisa Miller*

-PWDA Conference is again in May. Let me know if any board members have any interest in going and we will evaluate if we have any ability to fund

-SOFI Time of Year

-Additional items of interest

b. Website Update: Communications Committee and additional meeting for contract

c. Other Items As Needed

13) Executive Session: As Needed

14) Adjourn

Next Board Meeting: Friday, March 10, 2023

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 • PY22 IFA_ • [WDA Profile](#)

• Committee Reports • Committee Membership List • Board Membership List

• [PA CareerLink® Services For Businesses](#)