

Virtual Meeting

Microsoft Teams

Use calendar link or Call in: (724) 761-2341

Passcode: 890 172 313#

AGENDA

- 1) Welcome, *Chair Bobbie Jones*
- 2) Meeting will be **RECORDED** and **AGENDA POSTED IN CHAT**, *Nichole*
- 3) Roll Call / Visitor Recognition – *Nichole*
- 4) **Public Comments** – *Chair Bobbie Jones*

- 5) **Approval of Consent Agenda** *Chair Bobbie Jones*
 - a. Approval November 18, 2022 Meeting Minutes
 - b. Monitoring Reports
 - i) Accept the Fiscal Monitoring Report
 - ii) Accept the Administrative Monitoring Report
 - iii) Accept the Operator PY22 Q1 Statement of Work Progress Summary
 - iv) Accept the Title I PY22 Q1 Statement of Work 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) Updates from the Chair – *Chair Bobbie Jones*
 - a. Youth Agency – *Lisa M*
 - b. Membership Introductions -- *Board members to introduce themselves, County representation, their organization, background and position in the organization, products, or services the organization provides.*
 - Travis Crytzer, Loeffler's, Crawford Small Business
 - Jim Decker, Warren Chamber, Warren Business
 - c. Lisa Stalnaker, new board staff Assistant Director started 11/21/2022 *Lisa to introduce herself*
 - d. Review of 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
- 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) Workforce Discussion Items, *Lisa M*

- Andrea MacArthur, Board Member, Vice President of Talent/HR, Erie Insurance
-Childcare Strategies and Employers
- Tami Adams, Executive Director, NWP Chapter of National Tooling and Machining Association
-Apprenticeship and Pre-Apprenticeship Programs and Grants in the Region

13) 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

14) Executive Session: As Needed

15) 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 • NWP 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](#)