

CHIEF LOCAL ELECTED OFFICIALS MEETING

Friday September 8, 2023

Immediately following the NWP Job Connect Meeting

Teams Meeting ID: 284 352 221 54 **Passcode:** 22M2qz

Call In Audio Only: +1 724-761-2341,28595253#

United States, New Castle 1-724-761-2341 Phone Conference ID: 285 952 53#

Microsoft Teams Virtual Meeting

AMENDED AGENDA

- 1) Welcome, *Commissioner Bob Snyder, Chair*
- 2) Meeting will be **RECORDED** and **AGENDA POSTED IN CHAT**, *Nancy*
- 3) Roll Call / Visitor Recognition – *Nancy*
- 4) **Public Comments** – *Commissioner Bob Snyder, Chair*
- 5) **Approval of Consent Agenda, Chair Commissioner Bob Snyder**
Board Staff Will Give Brief Summary Of Each Item Prior To Full Vote
 - a) Approval of July 14, 2023 Minutes
 - b) System of Record Policy
 - c) Incumbent Worker Training Policy
 - d) Customized Job Training Policy
 - e) PY22 Q4 Continuous Improvement Plan Updates
 - f) Any items to sever for discussion -or- motion to accept as a whole**
 - g) Vote on accepting the Consent Agenda**
- 6) *Previous Action Items, Bob Snyder*
In Process: Lisa Miller will work with the CLEOs to move forward with the membership plan to reappoint the highlighted members in the plan in November 2023.

In Process: Board staff will draft amendments to the CLEO Agreement to include a Second Vice Chairperson, update the signatories and present it to the CLEOs for approval.
- 7) Updates from the Chair – *Bob Snyder*
 - a) Seated: Board Member: Jessica Hansford, CEO, Clarion Psychiatric Hospital
-Clarion, Small Business
-Seated Prior To The Deadline, In Compliance
 - b) No Movement On Erie Additional Member and Possible Subsequent Additional Business Rurals
- 8) Fiscal Items, *Diona Brick*
 - a) **Fiscal Report (Vote)**
 - b) Budget Discussion
 - c) Other Items of Note
-Bonding, Audit Plan, Fixed Asset List
- 9) **Accept the Updated Fiscal Agent Agreement, Diona Brick**
 - a) Current Fiscal Agent Agreement 2015
 - b) Updated Fiscal Agent Agreement Tracked Changes**
 - c) Draft with changes accepted Updated Fiscal Agent Agreement

- 10) Approve the latitude to contract up to an additional \$250,000 for Youth at the discretion of Fiscal Agent and Executive Director, *Diona Brick*
- 11) Approve the latitude to contract up to an additional \$250,000 for Adult/DW at the discretion of Fiscal Agent and Executive Director, *Diona Brick*
- 12) Accept The PY22 Q4 Statement of Work (SOW) Summaries of Performance, *Carrie and Lynn Rupp*
a) Title I
b) Operator
- 13) **Approval of Title I PY22 profit payout of 8% per the contract based on expenses, *Diona, Lisa M***

-SOWS reviewed by SOW Committee on 08/29/2023
-Recommended: Full Profit
- 14) **Approval of Operator PY22 profit payout of 8% per the contract based on expenses, *Diona, Lisa M***
- 15) PY 22 Q3 Satisfaction Surveys Summary, *Carrie*
a) Participant
b) Business
- 16) HPO Final List For NW PY23, *Lisa M*
a) NW Final High Priority Occupation List (HPO) PY23 List
-CWIA Site For All Lists
b) NW HPO Petitions Final Results PY23
c) Letters Earlier, Industry Collaborations Helpful
- 17) EO Update, *Carrie*
- 18) CLEO Agreement Update, *Joe Keebler*
-Redline Changes Version
-Final Version of CLEO Agreement Amendment Nov 2023
- 19) Workforce Development Discussion Item, *Lisa M*
a) Office of Disability Employment Policy (ODEP) and Community Reinvestment Act (CRA) Pilot
b) Approval To Execute The LEAD Center CRA Phase 2 Pilot Site Agreement
- 20) Other Business
a. Introduction of Program Specialist Youth, *Juanet Shefchunas*
b. Board Staff Report Highlights, *Lisa Miller*
-Additional items of interest
- 21) Other Items As Needed
- 22) Executive Session: As Needed
- 23) Adjourn
Next Board Meeting: Thursday, November 9, 2023
****Note Move From November 10th Due To Veterans Day*****

ITEMS IN BOLD REQUIRE A VOTE

Resources: • Acronym List • Conflict of Interest Info • Abstention • Conflict of Interest Form • ETPL • HPO
• Attendance • NWPAs 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