

ATTENDANCE: Commissioner Eric Henry, Crawford County; Commissioner Wayne Brosius, Clarion County; Commissioner Robert Snyder, Forest County; County Executive Alternate Charlie Bayle, Erie County;

ABSENT: County Executive Brenton Davis, Erie County; Commissioner Chip Abramovic, Venango County; Commissioner Tricia Durbin, Warren County

BOARD STAFF: Lisa Stalnaker, Deb O’Neil, Susan Richmond, Emily Cozzens, Juanet Shefchunas, Carrie Symes, Nancy Wisgirda

VISITORS

Diona Brick, Fiscal Agent, Sara Dodeci, Jack Hewitt, Attorney Joe Keebler

WELCOME/ROLL CALL/VISITOR RECOGNITION/PUBLIC COMMENTS

Commissioner Brosius called the meeting to order at 9:48 AM in the absence of the chair. Roll call was taken. It was noted there was a quorum. Visitors were recognized. The meeting was recorded and the agenda was placed in the chat. There was no public comment.

EXECUTIVE SESSION

Diona Brick stated that Executive Session is needed to discuss a potential litigation.

MOTION

It was **moved** by Commissioner Wayne Brosius and **seconded** by Commissioner Bob Snyder to move into Executive Session. All were in favor. There were no abstentions. **Motion passed and carried.**

Due to technical difficulties, the Executive Session was postponed until the end of the meeting.

CONSENT AGENDA

The consent agenda portion of the meeting included the following:

- Approval of May 10 2024 Meeting Minutes**
- Accept PY 23 Q3 Performance Measures**
- Accept PY 24-25 Monitoring and Oversight Schedule**
- Accept Updated File Monitoring Tool for Adult/Dislocated Worker PY 24-25**
- Accept Updated File Monitoring Tool for Youth PY 24-25**
- Accept Updated File Monitoring Tool TANF Youth Program PY 24-25**
- Accept Updated Risk Assessment Evaluation for PY 24-25**

The Chief Local Elected Officials at today’s meeting were present at the previous workforce development board meeting and heard the previous discussion on these items.

Commissioner Brosius asked if the members wanted to sever any items from the consent agenda for discussion. No agenda items were requested to be severed from the consent agenda.

MOTION

It was moved by Commissioner Robert Snyder and seconded County Executive Alternate Charlie Bayle to approve the Consent Agenda as a whole. All were in favor. There were no abstentions. Motion passed and carried.

PREVIOUS ACTION ITEMS

There were no previous action items.

UPDATES FROM THE CHAIR

Commissioner Wayne Brosius stated that new board member Jennifer Gesing was introduced at the workforce development board meeting. County Executive Alternate Charlie Bayle stated that Keith Szewczyk will be appointed to the board to replace Andrea MacArthur. Commissioner Wayne Brosius reported that TJ Sandell is undergoing reappointment.

APPROVAL OF FISCAL REPORT

The Fiscal Report was included in the meeting packet. Discussion referenced back to the workforce board meeting discussion. There were no questions or additional discussion regarding the fiscal report.

MOTION

It was moved by Commissioner Robert Snyder and seconded by County Executive Alternate Charlie Bayle to approve the Fiscal Report as presented. All were in favor. There were no abstentions. Motion passed and carried.

ACCEPT THE MONITORING Q3 PY 23

The Chief Local Elected Officials at today's meeting were present at the previous workforce development board meeting and heard the previous discussion on these items. No additional discussion was needed and the items will be approved as a whole.

MOTION

It was moved by County Executive Alternate Charlie Bayle and seconded by Commissioner Bob Snyder to approve the Monitoring Reports as a whole as presented. All were in favor. There were no abstentions. Motion passed and carried.

STATEMENT OF WORK REPORT Q3 PY 23

The Chief Local Elected Officials at today's meeting were present at the previous workforce development board meeting and heard the previous discussion on these items. No additional discussion was needed and the items will be approved as a whole.

MOTION

It was moved by Commissioner Eric Henry and seconded by County Executive Alternate Charlie Bayle to approve the Q3 PY23 Statements of Work for Title I and the Operator. All were in favor. There were no abstentions. Motion passed and carried.

APPROVAL OF THE SOW TO DO THE FOLLOWING

- a. Determine Compliance With Title I Execution on the PY23 SOW
- b. Determine Compliance With Operator Execution on the PY23 SOW
- c. Recommend the PY23 Title I Contract Profit Payout

The Chief Local Elected Officials at today’s meeting heard the discussion on this issue at the previous workforce development board meeting. No additional discussion was needed and the items will be approved as a whole.

MOTION

It was moved by Commissioner Eric Henry and seconded by Commissioner Snyder to approve the SOW Committee to do a-c. All were in favor. There were no abstentions. Motion passed and carried.

HIGH PRIORITY OCCUPATION LIST NW PY24

Emily Cozzens referred back to the previous meeting’s discussion on the HPO list as presented on the agenda. There was no additional discussion.

EO COMPLIANCE SURVEY UPDATE

The Chief Local Elected Officials at today’s meeting were present at the previous workforce development board meeting and heard the previous discussion on this item.

STATE PERFORMANCE NEGOTIATION PROCESS

Deb O’Neil stated that this process takes place every two years. We are evaluating all the information we received from the state as well as the items that happen locally and the characteristics that may impact performance. The proposal deadline is July 26, 2024 and will be brought back to the board and Chief Local Elected Officials at the September meeting.

EQUUS STAFFING UPDATE

The Chief Local Elected Officials at today’s meeting were present at the previous workforce development board meeting and heard the previous discussion on this item. No further discussion was needed.

2024 NORTHWEST LWDB MEMBERSHIP LETTER

The Chief Local Elected Officials at today’s meeting were present at the previous workforce development board meeting and heard the previous discussion on this item. No further discussion was needed.

OTHER BUSINESS

Discussion referenced back to the regular board meeting discussion that included board staff updates. There was no additional discussion regarding the board report as provided by Lisa Stalnaker.

The CLEO members, Joseph Keebler, Lisa Stalnaker, and Diona Brick proceeded to Executive Session at 10:05 AM. The Executive Session ended at 10:26 AM. The CLEO public meeting reconvened at 10:26 AM with no actions taken.

ADJOURNMENT

MOTION

It was moved by Commissioner Robert Snyder and seconded by Commissioner Eric Henry to adjourn the meeting. All were in favor. There were no abstentions. Motion passed and carried.

The meeting adjourned at 10:27 AM.

Meeting Advertised in The Derrick		
Minutes Submitted	Nancy Wisgirda	7/12/2024
Minutes Approved	NWPA Job Connect Board	

Minutes Posted		
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