

CHIEF LOCAL ELECTED OFFICIALS MEETING
Friday, March 14, 2025 Immediately Following WDB Meeting

Penn State Behrend In-Person Details
KNOWLEDGE CENTER AT KNOWLEDGE PARK
5240 Knowledge Parkway, Erie, Pa
Map & Directions

Emily Cozzens: Cell: 814-807-2670 Email: ecozzens@nwpajobconnect.org

Virtual Details: TEAMS Meeting ID: 292 182 656 502 Passcode: xNN5QA

Dial in by phone: [+1 724-761-2341,645852760#](tel:+17247612341645852760) United States [Find a local number](#) Ph conference ID: 645 852 760#

Chair: Chip Abramovic Vice Chair: Wayne Brosius 2nd Vice Chair Tricia Durbin

AGENDA

- 1) Welcome, *Commissioner Chip Abramovic, Chair*
- 2) Meeting will be **RECORDED**. Please exit if non-consenting. **AGENDA POSTED IN CHAT**, *Nancy*
- 3) Roll Call / Visitor Recognition – *Nancy*
- 4) Public Comments – *Commissioner Chip Abramovic, Chair*
- 5) Consent Agenda
 - a. Any items to sever for discussion -or- motion to accept Consent Agenda as a whole
 - b. Approval of **January 17, 2025 Meeting Minutes**
 - c. Accept **Title I Performance PY 2023 Adjusted**
 - d. Ratify The **Grant Extension Agreement Side Letter** Required By PA Dept L&I 03/01/2025
 - e. Accept The ad hoc **SOW Committee Reporting Plan**
 - f. Accept The ad hoc **SOW Committee Title I PY24 Q1 Report**
 - g. Accept The ad hoc **SOW Committee Operator PY24 Q1 Report**
 - h. Accept The Fiscal and Monitoring Committee **February 2025 Report**
 - i. Accept **Fiscal Compliance Letter** PY23
 - j. Accept **PY24 Q2 Common Measures Report**
 - k. Accept the **PY24 Pre-Award Risk Assessment Letter**
 - l. Accept the **PY24 Pre-Award Risk Assessment Report**
- 6) Membership Updates —*Lisa Miller*
 - a. Upcoming Reappointments: Title II Adult Ed, OVR
 - b. Informational: PY25 WDB Slate of Officers (Pending Board Approval)
 - Chair Travis Crytzer, Small Business, Crawford County
 - Vice Chair Bobbie Jones, Small Business, Venango County
 - Secretary Brad Tisdale, Apprenticeship, Forest County
 - Treasurer Juanice Vega, Higher Education, Clarion County
 - County Representative Shane Kline, Business, Erie County
 - County Representative Jim Decker, Warren County

*Please see the NWPAJC website Member Page for contact information
- 7) Fiscal Items, *Diona Brick*
 - a. **Fiscal Report** (Approval)
 - b. Budget Discussion As Needed
 - c. **Ratification For Venango County To Contract For All Discretionary Grant Dollars**
 - d. Other
- 8) NWPJA Workforce Grants **Activity Update**, *Lisa S, Lisa M, Diona Brick*

- a. NDWG Opioid Grant Plan Update, *Lisa Stalaker*
- b. Approval To Submit Statewide Activities Funds Request To Outfit The Oil Region Facility, *Lisa M***
- c. Approval To Submit Discretionary Grant Applications As Appropriate For The Mission Of The Workforce Development Board**

9) Facilities Updates, *Lisa M, Elizabeth Wilson, Diona Brick*

- a. PA CareerLink® Oil Region Facility Relocation: Approval For Venango County As Fiscal Agent To Contract With RC Griff Holdings LLC For Space At 1345 Pittsburgh Road, Franklin PA, Pending Final Solicitor Approval And Funding Approval**
- b. PA CareerLink® Erie Region Facility Repairs Update
- c. Authorize Fiscal Agent To Withhold Rent For The Erie Comprehensive Site As Needed**
- d. Approve/Ratify Use Of Alternate Erie County Owned Facility For Service Provision During Repairs Of Erie Comprehensive Site**
- e. Approval To Execute A Lease With Erie County For Mobile Space At No More Than Fair Market Rent Pending Solicitor and Funding Approval**

10) PY25 Contracts, *Lisa Miller and Susan Richmond*

- a. Approve Recommended Provider And To Enter Contract Negotiations For Title I Services For PY25**
- b. Approve Recommended Provider And To Enter Contract Negotiations For For One Stop Operator Services For PY25**
- c. Executive Session If Needed

11) [PY25 Board Meeting Schedule](#) Approve or Table *Lisa M*

- a. May 2026 Board Meeting To May 15
- b. Board Meeting Location, *Lisa M*

12) Approve Venango County To Execute MOUs With Each Of The NWPA Job Connect [ADA Workstations](#) Locations Across The WDA

13) Mandated Partner MOU Renewal 2025-2028, *Susan*

- a. Approval for Executive Director to represent Title I and sign the MOU for 2025-2028**

14) Other Business *Lisa M and Lisa S*

- a. [Equus Staffing Update](#), *Lisa S*
- b. Update: Regional And Local Plans, *Susan*
- c. PWDA Conference Attendance, *Lisa M*
- d. [Board Staff Report](#), *Lisa M*

15) Other Items as Needed

16) **Executive Session: As Needed** *Joe Keebler*

17) Review of New Action Items

18) Adjourn [Next Board Meeting: Friday May 9, 2025](#)

ITEMS IN BOLD REQUIRE A VOTE

Website Link: [NWPA JobConnect | Discover Opportunity](#) [Title I Board Report](#) [Operator Board Report](#)
[Abstention Form](#) [Conflict Of Interest Information](#) [Revised Local Governance Policy](#)
[Stevens Amendment](#)