



Executive Committee Meeting
Friday, April 25, 2025, 10:00 AM

Microsoft Teams Meeting ID: 229 276 112 558 Passcode: p8CziW
Dial in by phone [+1 724-761-2341](tel:+17247612341), [665962857#](tel:+1665962857) United States, New Castle
Phone conference ID: 665 962 857#

AGENDA

Chair : Travis Crytzer

Committee Liaison : Lisa Miller

1. Welcome, Chair
2. Meeting will be **RECORDED**. If non-consenting to recording, please exit. **AGENDA POSTED IN CHAT**.
3. Roll Call / Visitor Recognition – *Nancy*
4. **Public Comments** –*Chair Crytzer*

5. **Consent Agenda**
 - a. Any items to sever for discussion -or- motion to accept Consent Agenda as a whole
 - b. Approval of [February 28, 2025 Minutes](#)
 - c. [Informative: Policy Revisions Overview](#)
 - d. [Recommend Updated Individual Training Account \(ITA\) Policy](#)
 - e. [Recommend Updated On-the-Job Training \(OJT\) Policy](#)
 - f. [Recommend Updated WIOA Eligibility Policy](#)
 - g. [Recommend Updated Apprenticeship Policy](#)
 - h. [Recommend Individualized Employment Plan/Individual Service Strategy \(IEP/ISS\) Policy](#)
 - i. [Recommend Risk Assessment EARN PY24 Report](#)
 - j. [Recommend EO Compliance Letter Update](#)
 - k. [Recommend PY24 Q2 Title I Statement of Work \(SOW\) Report](#)
 - l. [Recommend PY24 Q2 Title Operator Statement of Work \(SOW\) Report](#)
 - m. [Recommend PY25 Monitoring Schedule](#)
 - n. [Recommend Quality Review of the One Stop Operator Report](#)
 - o. [Recommend PY25 Continuous Improvement Plan](#)

6. *None. Previous Action Items, Chair Crytzer*

7. Board Updates
 - a. Recommend Locations: [Board Meeting Schedule For PY25](#)
 - b. Feedback On Stakeholder Group Meetings

8. HPO Draft List First Look
 - a. [2025 HPO Draft](#)
 - b. [2025 HPO Additions and Drop Offs](#)

9. Review Board Meeting Agenda, *Lisa M* Open
Penn West Clarion

10. Discussion On Transition Timeline and Notifications To Job Seekers, Businesses, Community, *Lisa M*

11. Other Items
 - a. Local And Regional Plan Update, *Susan and Lisa M*
 - b. Equus Staffing Update, *Lisa S*
 - c. Board Meeting Locations Update
-May: Forest--- TBD
 - d. Other Business, *Lisa M*
12. Executive Session as Needed
13. *Committee Report To The Board/Review of New Action Items*
14. Adjourn

Next Meeting Friday, June 27 2025

Items in bold should be considered for a vote

[NWPA JobConnect | Discover Opportunity](#)

Responsibilities: Act on behalf of the full Workforce Development Board, when necessary, due to timing, with acknowledgment by the full board at the next meeting; to delegate to the board's committees, and review findings and recommendations by the committees.

[Governor's Workforce Goals](#)