

**Cable Hollow Golf Course
405 Norberg Rd, Russell, PA 16345**

Directions

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

Meeting ID: 222 651 666 567 Passcode: Xm22eR7j

[+1 724-761-2341](tel:+17247612341), [516992991](tel:+1516992991)# Phone conference ID: 516 992 991#

Chair: Travis Crytzer Liaison: Lisa Stalnaker

AGENDA

1. Welcome - *Chair Crytzer*
2. Meeting will be recorded, and the agenda posted in the chat, *Nancy*
3. Roll call /visitor recognition – *Nancy*
4. Public comments – *Chair Crytzer*
5. TANF Youth participant success story
6. **Consent Agenda –any items to sever for discussion -or- motion to accept as a whole, *Chair Crytzer***
 - a) **Approval of May 16, 2025 Minutes**
 - b) **Monitoring**
 - I. **PY24 Q4 Title I Monitoring Report**
 - II. **PY 24 Q4 TANF Youth Report**
 - c) **Approve Partner MOU, *Susan***
 - d) **Staffing agreement between Board, CLEOs and PFP**
7. Previous Action Items – *Chair Crytzer*
 - a. *In process - Jack Hewitt will conduct an ADA walkthrough of the PFP staff office.*
 - b. *Done - Emily reached out Rina Irwin, CEO of the Child Development Centers regarding petitioning childcare occupations on the HPO. Contacted with no response.*
 - c. *Done - Emily contacted the state re: the HPO list to see if local areas can negotiate the wage threshold for the HPO list. State response was no and was emailed to Board members.*
8. Board Updates— *Chair Crytzer*
 - a. *Kelli Davis – onboarding*
 - b. *Chandler Mason – resignation (Board/Site Selection Committee)*
 - c. **Kirk Shimshock - resignation**
9. Stakeholder RFQ response, *Susan*
10. **Fiscal Report**, *Diona Brick*
11. Contracts, *Diona Brick*
 - a. **Venango County to execute a lease with Erie County for 450 16th Street.**
 - b. **Venango County to execute on a contract for the Stakeholder Facilitator.**
12. Facilities update, *Diona, Elizabeth Wilson, and Lisa*
13. **Approve Site Selection Ad Hoc Committee recommendation for Erie facility.**
14. HPO/ETPL list, *Emily*
15. Other business *Lisa and Susan*
 - a. **Regional and state plans**, *Susan*
 - b. **NWPA Job Connect Youth Incentive Policy-Revised**, *Susan*
 - c. **Board Staff Report**, *Lisa*
 - d. *Deb O'Neil resignation, Lisa*
16. Other items as needed
17. **Executive session (if needed)** *Attorney Keebler*
18. Review of new action items, *Lisa*
19. **Adjourn**

Next Board Meeting: Friday October 10, 2025, in PA CareerLink® Oil Region (9am)