

**Directions:**

**PA CareerLink® Oil Region (The Old Honeywell Building)**  
1345 15<sup>th</sup> Street Franklin, PA 16323

Nancy Wisgirda Cell: 814.807.2622 Email: [nwisgirda@nwpajobconnect.org](mailto:nwisgirda@nwpajobconnect.org)

Meeting ID: 226 921 226 781 7 Passcode: sE7dA7n8

[+1 724-761-2341,, 482971871#](tel:+17247612341) Phone conference ID: 482 971 871#

**Chair: Travis Crytzer Liaison: Susan Richmond**

**AGENDA**

1. Welcome - *Chair Crytzer*
2. Roll call /visitor recognition – *Nancy*
3. Presentation- David Fitch, Abraxas
4. **Approve Consent Agenda –Chair Crytzer**
  - a) [October 10, 2025 Minutes](#)
  - b) [November 20, 2025 Special Board Meeting Minutes](#)
  - c) [Q2 Monitoring Report](#)
  - d) PY 25 Q1 Satisfaction Surveys
    - i. [Participants](#)
    - ii. [Businesses](#)
  - e) PY 25 Q1 and Q2 Statements of Work:
    - i. [Title I Performance Summary](#)
    - ii. [Operator Performance Summary](#)
5. Previous Action Items – *Chair Crytzer*
  - a. None
6. Board Updates— *Chair Crytzer*
  - a. **Approve Convening Ad Hoc Nominating Committee**
7. **Fiscal Items, Diona Brick**
  - a. [Approve Fiscal Report](#)
  - b. [Approve NWPA Fiscal Compliance Report](#)
  - c. County of Venango Single Audit Resolution [Letter](#) 2024
  - d. **Approval to send board staff/board members to PWDA Conference- May 6<sup>th</sup>-8<sup>th</sup>**
  - e. **Approval to send 2 board staff to Workforce Director's Event, Lancaster March 10<sup>th</sup> and 11<sup>th</sup>**
  - f. **Approve Renewal of PY 2026 Contracts with EDSI**
    - i. **Title I**
    - ii. **One Stop Operator**
8. Erie Facility Update, *Susan*
  - a. Discuss required needs for new site
  - b. **Approve Reconvening Ad Hoc Site Selection Committee**
  - c. **Approve replacing 1-2 board members to the Ad Hoc Site Selection Committee**
9. Other business
  - a. **Approve NWPA Job Connect Selective Service Registration Policy, new, Carrie**
  - b. **Approve to Discontinue Strategy Solutions Stakeholder Engagement Meetings, Susan**
  - c. **Approve Petty Cash Dissolution, Jack or Susan**
  - d. **Approve Operator Survey Carrie**
  - e. **Board Report, Susan**
  - f. Discuss Board meeting schedule PY 26, *Susan & Nancy*

- g. SOFIs, *Nancy*
- h. [Q1 PY 25 Performance Measures, Susan](#)

10. [EO Training, Carrie](#)
11. Public comments – *Chair Crytzer*
12. Other items as needed
13. **Executive session for PY 24 Title I No Profit Payout Letter Request, Attorney Keebler**
14. **Adjourn**

**Next Board Meeting: Friday, May 15, 2026, in PA CareerLink® Oil Region (9am)**

**Website Link: [NWPA JobConnect | Discover Opportunity](#)**

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