

ATTENDANCE

Travis Crytzer

Juanice Vega
Jim Decker
Brad Tisdale
Shane Kline

ABSENT

Bobbie Nahay
Commissioner Chip
Abramovic

GUESTS

Kristin Kelly

Eric Henry
Dan Hornbake
Atty. Joe Keebler
Diona Brick

STAFF

Carrie Symes
Susan Richmond
Juanet Shefchunas
Nancy Wisgirda

Welcome

Travis Crytzer called the meeting to order at 10:07 A.M.

Visitor Recognition/Roll Call

Visitors were recognized. Roll call was taken. It was noted there was quorum. The meeting was recorded, and the agenda was posted in the chat.

APPROVAL OF THE JUNE 27, 2025 MEETING MINUTES

APPROVAL OF THE SEPTEMBER 26, 2025 MEETING MINUTES

MOTION

MOTION

It was **moved** by Brad Tisdale and **seconded** by Jim Decker to approve the minutes for the June 27, 2025, and the September 26, 2025, Executive Committee meetings as presented. All were in favor. There were no abstentions. **Motion passed and carried.**

CONSENT AGENDA

- a. Recommend NWPA Fiscal Compliance Report
- b. Recommend PY25 Q1 Satisfaction Surveys
 - i. Participants
 - ii. Businesses

Travis Crytzer stated that the PY 23 Final Report for our region is compliant. The PY 24 Interim Report lists our region as at risk. This designation is misleading; Diona Brick explained that the state cannot control the differentiation between in-school and out- of -school youth and we must ensure we spend a minimum of 75% of this budget and we're at 100% locally. There are no concerns with this compliance report.

Travis Crytzer stated that the comments that we are getting on the surveys are better than we got last year, but there is continued room for improvement.

MOTION

It was **moved** by Jim Decker and **seconded** by Travis Crytzer to approve the Consent Agenda as presented. All were in favor. There were no abstentions. **Motion passed and carried.**

PREVIOUS ACTION ITEMS

There were no previous action items.

BOARD MEETING AGENDA

Susan Richmond reviewed the upcoming board meeting agenda. We will have a presentation from David Fitch from Abraxas, an organization in Forrest County. Under board updates, we need to have the board approve convening the ad hoc nominating committee. According to the bylaws every two years we have to nominate different people for Executive Committee. That usually happens in April, but since our next board meeting is not until May, we needed to bring this to the committee now.

We just received the County Venango Single Audit Resolution letter from 2024. There are no findings. We will be seeking board approval to send four board staff to the PWDA conference and then Diona needs to let us know how many board members would be able to go.

There is a workforce directors' event in Lancaster in March that we will need approval to send Carrie and Susan. We wrote a local Selective Service registration policy. While this policy is not a state requirement, the information provided in our WIOA eligibility policy doesn't provide enough information to properly respond to Selective Service Non-Registration waiver requests

FACILITIES LEASES UPDATES

Recommend Reconvening the Site Selection Committee

Susan Richmond stated that the Liberty Center location is no longer an option. They are unwilling to negotiate a shorter lease term. Elizabeth Wilson and Letty Acosta are exploring new sites. They will use the same spreadsheet used for the Franklin site to compare the new options. The Site Selection Committee has two vacancies which will need to be filled by members of this board.

OTHER ITEMS

PY26 Contracts

Title I

Operator

Travis Crytzer stated that now is the time to review these contracts and decide if we want to keep the contract with EDSI or make a change.

MOTION

It was **moved** by Travis Crytzer and **seconded** by Jim Decker to keep the contracts as they are with the Operator and Title I. All were in favor. There were no abstentions. **Motion passed and carried.**

Strategy Solutions Stakeholder Meetings

Travis Crytzer stated that we had begun the process of working with a consulting group called Strategy Solutions to create quarterly Stakeholder meetings. The idea was tabled during the PFP staffing changes. Susan Richmond stated that the Job Connect staff have discussed the efficacy of these meetings and determined that moving forward on this project is not necessary at this time.

MOTION

It was **moved** by Jim Decker and **seconded** by Juanice Vega to not recommend moving forward with Strategy Solutions and the stakeholder meetings. All were in favor. There were no abstentions. **Motion passed and carried.**

PY24 No Profit Payout

Susan Richmond stated that at the October board meeting the board and the CLEOs agreed to pay out the Operator profit payout, but not Title I. Equus has contacted us numerous times inquiring why the payout is not being made. Attorney Keebler stated that the response, if any, should come from the full board. The decision on the response should be discussed in an executive session at the full board meeting due to potential litigation.

MOTION

It was **moved** by Travis Crytzer and **seconded** by Jim Decker that at our board meeting we go into executive session to review and recommend next actions in response to EQUUS regarding the Title I no profit payout. All were in favor. There were no abstentions. **Motion passed and carried.**

Recommend Reconvening Ad Hoc Nominating Committee

Travis Crytzer referred to earlier discussion regarding the need to convene this committee to nominate officers for next program year.

MOTION

It was **moved** by Jim Decker and **seconded** by Juanice Vega to recommend reconvening the Ad Hoc Nominating Committee. All were in favor. There were no abstentions. **Motion passed and carried.**

PY25 Q1 Performance Measures

Susan Richmond stated that the only item in red is the measurable skills gains. This is normal for quarter one only because many of the trainings just started in the first quarter. It typically takes the second and third quarters to see the gains appear in CWDS. EDSI is monitoring this on a regular basis. We're monitoring it as well. There is a new measure called Effectiveness in Serving Employers. This is a base year, so there is no data available yet. This measures how many people are still employed with the same employer the second and fourth quarter after exit.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no need for Executive Session.

ADJOURNMENT

MOTION

It was **moved** by Travis Crytzer and **seconded** by Jim Decker to adjourn the meeting. All were in favor. There were no abstentions. **Motion passed and carried.**

The meeting adjourned at 10:48 AM.

The next meeting is Friday April 24, 2026, at 10 A.M.

This meeting was advertised in The Derrick		
Minutes Submitted	Nancy Wisgirda	1/9/26
Minutes Approved	NWPA Job Connect Executive Committee	Date
Minutes Posted	Link	Date 1/9/26