

CHIEF LOCAL ELECTED OFFICIALS
Friday, May 15, 2026
In-person at Oil Region PA CareerLink® and Via
Microsoft Teams

ATTENDANCE: Commissioner Wayne Brosius, Clarion County; Commissioner Eric Henry, Crawford County; Commissioner Tricia Durbin, Warren County; Erie County Executive Christina Vogel; Commissioner Ken Bryan, Venango County

ABSENT: Commissioner Robert Snyder, Forest County

BOARD STAFF: Emily Cozzens, Juanet Shefchunas, Carrie Symes, Nancy Wisgirda, Susan Richmond

VISITORS

Diona Brick, Fiscal Agent, Attorney Joe Keebler, Brad Tisdale, Attorney Stephanie Fera, Larry Melf, Shane Kline, Dave Anderson, Kerrie DeChurch

WELCOME/ROLL CALL/VISITOR RECOGNITION/PUBLIC COMMENTS

Commissioner Wayne Brosius called the meeting to order at 11:18 A.M. Roll call was taken. It was noted there was a quorum. Visitors were recognized. The meeting was recorded and the agenda was placed in the chat. There was no public comment.

CONSENT AGENDA

Commissioner Brosius asked for a motion to approve the consent agenda as presented.

MOTION

It was **moved** by Commissioner Eric Henry and **seconded** by Commissioner Ken Bryan to approve the Consent Agenda. All were in favor. There were no abstentions. **Motion passed and carried.**

PREVIOUS ACTION ITEMS

None

FISCAL ITEMS

March Fiscal report

The CLEOs were present during the discussion of this agenda item at the WDB meeting held immediately prior to this meeting. No further discussion was needed.

MOTION

It was **moved** by Commissioner Tricia Durbin and **seconded** by Commissioner Ken Bryan to approve the March Fiscal Report. All were in favor. There were no abstentions. **Motion passed and carried.**

PY 26 Budget

The CLEOs were present during the discussion of this agenda item at the WDB meeting held immediately prior to this meeting. No further discussion was needed.

MOTION

It was moved by Commissioner Tricia Durbin and seconded by Commissioner Eric Henry to approve the PY 26 Budget. All were in favor. There were no abstentions. Motion passed and carried.

PY 25 WIOA Reconciliation Letter

The CLEOs were present during the discussion of this agenda item at the WDB meeting held immediately prior to this meeting. No further discussion was needed.

MOTION

It was moved by Commissioner Eric Henry and seconded by Commissioner Ken Bryan to approve the PY 25 WIOA Reconciliation Letter. All were in favor. There were no abstentions. Motion passed and carried.

EARN Vehicle Purchase (2)

After a brief discussion, the members of the CLEO board concluded more information was needed on this agenda item.

MOTION

It was moved by Commissioner Eric Henry and seconded by Commissioner Ken Bryan to not approve the purchase of 2 vehicles until a special meeting is held to get more information. All were in favor. There were no abstentions. Motion passed and carried.

Discuss Fiscal Agent for PY 26- Note* State requires a month's notice Re: Changes

Susan Richmond stated that the state requires a one-month notice of any changes made to the Fiscal Agent designation. Venango County will stay as the fiscal agent, but the CLEOs want to continue to look at other options.

BOARD MEMBERSHIP

- a. Kim Garnon, OVR, Erie County Appointment
- b. Jack Hewitt, OVR, Erie County, Resigned
- c. Jim Decker, Business, Warren County, Resigned
- d. Antoinetta Lindell, Business, Warren County, Appointment
- e. Jeff Horneman, Business, Erie County, Resigned
- f. Travis Crzyter, Small Business, Crawford County, Reappointment
- g. Will Price, Small Business, Forest County, Reappointment

MOTION

It was moved by Commissioner Ken Bryan and seconded by Commissioner Tricia Durbin to approve the board appointments and resignations, a-g. All were in favor. There were no abstentions. Motion passed and carried.

CLEO BOARD MEETINGS PY 26

MOTION

It was moved by Commissioner Ken Bryan and seconded by Commissioner Tricia Durbin to approve the CLEO board meeting schedule for PY 26. All were in favor. There were no abstentions. Motion passed and carried.

PY 26 STATEMENTS OF WORK (SOWS)

- a. One Stop Operator
- b. Title I
- c. TANF Youth

The Statements of Work are brought to the CLEOs for approval since they are tied to the PY 26 contracts.

MOTION

It was **moved** by Commissioner Ken Bryan and **seconded** by Commissioner Wayne Brosius to approve the PY 26 SOWs a-c. All were in favor. There were no abstentions. **Motion passed and carried.**

MOBILE VAN DISCUSSION

Commissioner Henry stated that Emily should be given the opportunity to give her presentation at the beginning of the next board meeting. She did a great job and should be given a greater window of time to give this presentation to be fully appreciated.

ERIE FACILITY UPDATE DISCUSSION

The CLEOs were present during the discussion of this agenda item at the WDB meeting held immediately prior to this meeting. No further discussion was needed.

OTHER ITEMS AS NEEDED

There were no other items to discuss.

EXECUTIVE SESSION AS NEEDED

There was no need for Executive session.

ADJOURNMENT

MOTION

It was **moved** by Commissioner Eric Henry and **seconded** by Commissioner Ken Bryan to adjourn the meeting. All were in favor. There were no abstentions. **Motion passed and carried.**

The meeting adjourned at 11:41 A.M.

Next Board meeting: Friday, May 15, 2026 at PA CareerLink® Oil Region (9am)

Meeting Advertised in The Derrick		
Minutes Submitted	Nancy Wisgirda	5/15/26
Minutes Approved	NWPA Job Connect Board	
Minutes Posted		