



**Executive Committee Meeting
Friday, September 25, 2026 10:00 AM**

Microsoft Teams Meeting ID: 240 384 702 760 870 Passcode: Zp6eD95b
Dial in by phone +1 724-761-2341 United States, New Castle
Phone conference ID: 492 436 97#

AGENDA

Chair :Shane Kline Committee Liaison : Susan Richmond

1. Welcome, *Chair Kline*
2. Roll call/visitor recognition –*Nancy*
3. **Approval of [June 26, 2026 Meeting Minutes](#)**
4. Previous action items, *Chair Kline*
 - a. *Review wording in Bylaws and correct as needed. Complete. No revisions were needed.*
5. **Recommend [PY25 Q4 Monitoring Report](#), *Carrie***
6. **Recommend PY 25 Statement of Work, *Carrie*:**
 - a. **[Title I](#)**
 - b. **[One Stop Operator](#)**
7. **Recommend PY 25 Title I Profit Payout, *Mike A***
8. **Recommend PY 25 One Stop Operator Profit Payout, *Mike A***
9. **Recommend Policy Updates: *Susan***
 - a. **[WIOA Title I Grievances and Complaint Policy](#)**
 - b. **[Revised Procurement Policy](#)**
10. Board Items: *Susan*
 - a. **Recommend Brandon Schmitt for Executive Committee to represent Venango County**
 - b. **Recommend a Vice Chair**
11. Public Comments, *Chair Kline*
12. Executive session as needed
13. **Adjourn** *Next Meeting Friday, December 18, 2026*

Items in bold should be considered for a vote

[WIOA Data 2017 to Present](#)
[TEGL 05-25](#)