

Directions:
PA CareerLink® Oil Region (The Old Honeywell Building)
[1345 15th Street Franklin, PA 16323](#)

Nancy Wisgirda Cell: 814.807.2622 Email: nwisgirda@nwpajobconnect.org
Meeting ID 229 623 222 927 973 Passcode: uW9z6cw9
[+1 724-761-2341,752965471#](tel:+17247612341752965471) Phone conference ID: 752 965 471#

Chair: Shane Kline Liaison: Susan Richmond

AGENDA

1. Welcome - *Chair Kline*
2. Roll call /visitor recognition – *Nancy*
3. EARN Discussion, *Stephanie Krauza and Nancy Sabol*
4. Approve [July 10, 2026 Minutes](#), *Chair Kline*
5. Approve [September 9, 2026 Special Board Meeting Minutes](#)
6. Approve Consent Agenda –*Chair Kline*
 - a. Monitoring:
 - i. Title I PY 25 Q4 [Monitoring Report](#)
 - b. Revised NWPA Job Connect [Procurement Policy](#)
 - c. Revised NWPA Job Connect [Complaint and Grievance Policy](#)
 - d. PY 25 Statements of Work:
 - i. [Title I](#)
 - ii. [One Stop Operator](#)
 - e. PY 25 Satisfaction Surveys
 - i. [Participants](#)
 - ii. [Businesses](#)
7. Previous Action Items – *Chair Kline*
 - a. *Agenda was reformatted for clarity with consent agenda*
8. Board Updates—*Chair Kline*
 - a. Approve Shane Kline as new Chair
 - b. Approve Jen Gesing as new Vice Chair
 - c. Approve Brandon Schmitt for Executive Committee as Venango County Representative
 - d. Carrie Ennis, Business Representative, Erie County, UPMC
 - e. Josh Domitrovich, Higher Ed Representative, Clarion County, Penn West
9. Approve Fiscal Items, *Mike Anderson*
 - a. [Fiscal Report](#)
 - b. Approve PY 25 Title I Profit Payout at 5%
 - c. Approve PY 25 Operator Profit Payout at 5%
10. Approve PA CareerLink® Certification, *Carrie Symes*
 - a. [Certification Checklist](#)
 - b. [Partner Survey](#)
 - c. [ADA Accessibility Walkthrough Checklist](#) - Oil Region

d. ADA Assistive Technology Equipment Checklist - Oil Region

11. Workforce Engagement Discussion, *Emily/Austin*
12. PY 26 Board Discussion, *Susan*
13. Public comments – *Chair Kline*
14. Other items, as needed
15. **Executive session, if needed**
16. **Adjourn**

Next Board Meeting: Friday, January 8, 2027 TEAMS Only

Website Link: NWPA JobConnect | Discover Opportunity

PA CareerLink® Information

WIOA Data 2017 to Present
TEGL 05-25

PY 25 Q4 Performance Measures