



Administration & Finance Committee Meeting
Thursday, January 23, 2025 – 8:30 AM
4201 Crums Mill Road, Suite 100A, Harrisburg, PA 17112
& Zoom Videoconference:
<https://us02web.zoom.us/j/86814273349>

AGENDA

- I. WELCOME / CALL TO ORDER** Mr. Andrew Williford, Chairperson
- II. REQUEST FOR PUBLIC COMMENT**
- III. CONSENT AGENDA**
- A. Approval of October 24, 2024, Meeting Minutes
- IV. APPROVAL OF AUDIT DRAFT** Jesse McCree
- A. Presentation from Maher Duessel
- V. APPROVAL OF REQUEST FOR PROPOSAL (RFP) AWARDS** Jesse McCree
- A. Temporary Assistance for Needy Families (TANF) – Arbor E&T dba Equus Workforce Solutions
- B. Temporary Assistance for Needy Families (TANF) – JusticeWorks YouthCare, Inc.
- C. Employment Advancement and Retention Network (EARN) – Arbor E&T dba Equus Workforce Solutions
- VI. APPROVAL OF REQUEST FOR QUOTE (RFQ) AWARD** Jesse McCree
- A. Business Education Partnership (BEP) – Juniata River Valley Chamber of Commerce
- B. Business Education Partnership (BEP) – Neighboring Academy
- C. Business Education Partnership (BEP) – MANTEC
- D. Business Education Partnership (BEP) – Lebanon Valley Chamber of Commerce
- E. Business Education Partnership (BEP) – Adams County Economic Education Foundation
- F. Business Education Partnership (BEP) – Partnership for Career Development
- G. Business Education Partnership (BEP) – York County Alliance for Learning
- VII. APPROVAL OF CONTRACT** Jesse McCree
- A. SkyHive by Cornerstone Agreement
- VIII. APPROVAL OF POLICY** Jesse McCree
- A. Personnel Policy and Procedure Manual (updated)



IX. BUSINESS

A. Financial Update

Jesse McCree

- i. *Approval of* Financial reports through December 31, 2024

X. ADJOURNMENT

NEXT MEETING:

March 20, 2025, at 8:30 – 10 AM

4201 Crums Mill Road, Suite 100A, Harrisburg, PA 17112