



Board of Directors Meeting
Thursday, February 6, 2025 – 8:30 AM

Zoom Videoconferencing:
<https://us02web.zoom.us/j/81075885418>

AGENDA

- I. WELCOME / CALL TO ORDER** Mr. Jeffrey Boswell, Chairperson of the Board
- II. REQUEST FOR PUBLIC COMMENT**
- III. CONSENT AGENDA**
- A. *Approval of November 7, 2024, Meeting Minutes*
 - B. *Approval of December 17, 2024, Meeting Minutes*
- IV. APPROVAL OF AUDIT** *(From Executive Committee on January 30, 2025)* Jesse McCree
- A. Presentation from Maher Duessel
- V. RATIFICATION OF** *(From Executive Committee on December 30, 2024):* Jesse McCree
- A. Request for Proposals (RFP) Award – Workforce Innovation and Opportunity Act (WIOA) Out-Of-School (OSY) Youth Healthcare Connections – Auberle
 - B. Request for Proposals (RFP) Award – Workforce Innovation and Opportunity Act (WIOA) Out-Of-School (OSY) Youth Healthcare Connections – Knovva Consulting LLC.
 - C. Request for Quote Award – Business Services Consultant Strategy – Knovva Consulting LLC.
 - D. Contract Modification – Business Education Partnership (BEP) IV – York County Alliance for Learning
 - E. Contract Modification – Business Education Partnership (BEP) IV – Adams County Economic Education Foundation
 - F. PY 24-25 Policy – Records Retention #P-37-10.20
 - G. Policy – Continuity of Operations – Disaster Recovery Plan
- VI. APPROVAL OF REQUEST FOR PROPOSAL (RFP) AWARD** Jesse McCree
(From Executive Committee on January 30, 2025)
- A. Temporary Assistance for Needy Families (TANF) – Arbor E&T dba Equus Workforce Solutions
 - B. Temporary Assistance for Needy Families (TANF) – Justice Works YouthCare, Inc.
 - C. Employment Advancement and Retention Network (EARN) – Arbor E&T dba Equus Workforce Solutions



- VII. APPROVAL OF REQUEST FOR QUOTE (RFQ) AWARD** Jesse McCree
(From Executive Committee on January 30, 2025)
- 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
- VIII. APPROVAL OF CONTRACT** Jesse McCree
(From Executive Committee on January 30, 2025)
- A. Agreement with SkyHive by Cornerstone
 - B. Consulting Agreement with Debra Kaufman
- IX. APPROVAL OF SPONSORSHIP WITH JUNIOR ACHIEVEMENT BIZTOWN** Jesse McCree
(From Executive Committee on January 30, 2025)
- X. APPROVAL OF POLICY** Jesse McCree
(From Executive Committee on January 30, 2025)
- A. Personnel Policy and Procedure Manual (updated)
- XI. UPDATE ON BYLAWS** Jesse McCree
- XII. EXECUTIVE COMMITTEE REPORT** Jesse McCree
- XIII. ADMIN-FINANCE COMMITTEE REPORT** Jesse McCree
- A. *Approval of Financial Statements*
- XIV. PRESENTATIONS & REPORTS** Jesse McCree
- A. CEO Report
 - B. Director of Programs Report
 - C. Director of Strategic Initiatives Report
 - D. Industry Partnership Report
 - E. Information Technology (IT) Project Schedule
 - F. Compliance Report
 - G. One-Stop Operator Report



XV. EXECUTIVE SESSION – LITIGATION

Jesse McCree

A. Approval of Settlement Agreement

XVI. ADJOURNMENT

**NEXT MEETING:
April 3, 2025, at 8:30 – 10:00 AM
Capital Region PA CareerLink®
100 North Cameron Street, Harrisburg, PA 17101**