



Board of Directors Meeting
Tuesday, December 17, 2024 – 8:30 AM

Zoom Videoconference:

<https://us02web.zoom.us/j/82807956259?pwd=RtZxJk9Mb8Vq34j2pML0vRvvPaaMNW.1>

MEETING MINUTES

MEMBERS PRESENT

Jeffrey Boswell (Chairperson); Andrew Williford (Secretary/Treasurer); Matthew Campbell, Brian Dailey, Jorge Flores De Valgaz, Sharon Hagenberger, Tom Henchey, Lorelee Isbell, Sully Pinos

STAFF AND OTHERS PRESENT

Jesse McCree, Chief Executive Officer; Katie Lentz, Chief Operations Officer; Todd F. Truntz, Solicitor; Ralph Wolf, Director of Finance; Hillary Lyle, Director of Strategic Initiatives; Stephanie Predko, Director of Programs; Katie Conaway, Office Manager; Chris Bonneau, Courtney Day, Stacy Keller, Whitney Matthews, Saranne Miller, Samuel Ortiz, Nicola Overton, Cynthia Picht, Matthew Ross, Judy Santiago, Shauna Ventress, Darla Poole, John Harlow, Abby Wolehsky, Jerrick Ventress, Ross Weissman, Monica Fletcher, Michelle O’Bradovic, Daniel Robinson, Melanie Erb, Oversight Services, Bureau of Workforce Development Administration

I. WELCOME/CALL TO ORDER

Chairperson Jeffrey Boswell called the meeting to order at 8:40 a.m. A roll call was taken, which indicated that there was not a quorum of Members present at the meeting.

The Solicitor explained that no official action could be taken by the Board of Directors, but informational items could be reported to the Members who were present at the meeting.

CEO Jesse McCree indicated the urgency for certain agenda items to be approved before January 1, 2025 in order to maintain continuity of a number of essential program services. Chairperson Boswell proposed, due to the exigent circumstances, that the Executive Committee meet to preliminarily approve the proposed action items to allow staff to move forward, with presentation to the Board for ratification and final approval at its next meeting. Chairperson Boswell requested objections to this proposal from those Members present. No objections to the Chairperson’s proposal were offered. After discussion, it was determined that the Executive Committee would meet before the end of the year to review the urgent action items. The Board of Directors will be presented with the agenda items at the February 6, 2025 Board of Directors meeting for ratification and final approval.

II. CALL FOR PUBLIC COMMENT

Chairperson Boswell called for comment from anyone present at the meeting. No public comment was presented to the Board of Directors.

III. CONSENT AGENDA

A. Approval of November 7, 2024, Meeting Minutes

Chairperson Boswell did not present the November 7, 2024 meeting minutes for approval due to there not being a quorum of Members present at the meeting.

IV. APPROVAL OF REQUEST FOR PROPOSAL (RFP) AWARD

- A.** Workforce Innovation and Opportunity Act (WIOA) Out-Of-School Youth (OSY) Healthcare Connections
- B.** Workforce Innovation and Opportunity Act (WIOA) Out-Of-School Youth (OSY) Healthcare Connections

Chairperson Boswell did not present Agenda Items IV.A. or IV.B. for approval due to there not being a quorum of Members present at the meeting.

V. APPROVAL OF REQUEST FOR QUOTE (RFQ) AWARD

- A.** Business Services Consultant Strategy

Chairperson Boswell did not present Agenda Item V.A. for approval due to there not being a quorum of Members present at the meeting.

VI. APPROVAL OF CONTRACT MODIFICATIONS

- A.** Business Education Partnership (BEP) IV
- B.** Business Education Partnership (BEP) IV

Chairperson Boswell did not present Agenda Item VI.A. or VI.B. for approval due to there not being a quorum of Members present at the meeting.

VII. APPROVAL OF PROGRAM YEAR 2024-2025 POLICY

- A.** Records Retention #P-37-10.20

Chairperson Boswell did not present Agenda Item VII.A. for approval due to there not being a quorum of Members present at the meeting.

VIII. APPROVAL OF POLICY

A. Continuity of Operations – Disaster Recovery Plan

Chairperson Boswell did not present Agenda Item VIII.A. for approval due to there not being a quorum of Members present at the meeting.

IX. WIOA 2025-2029 LOCAL AND REGIONAL PLAN UPDATE

CEO McCree presented an update on the 2025-2029 WIOA Local and Regional Plans to the Members who were present. SCPa Works staff is currently updating both the Local and Regional Plans. The Plans will be presented to the Board of Directors upon completion.

X. ADJOURNMENT

The Chairperson adjourned the meeting at 8:51 a.m. without objection.