



Executive Committee Meeting
Tuesday, April 1, 2025 – 9:30 AM
Zoom Video-conference:
<https://us02web.zoom.us/j/82971641303>

AGENDA

- I. WELCOME / CALL TO ORDER** Mr. Jeffrey Boswell, Chairperson of the Board
- II. REQUEST FOR PUBLIC COMMENT**
- III. CONSENT AGENDA**
- A. *Approval of January 30, 2025 Meeting Minutes*
- IV. RATIFICATION OF COMCAST/ U.S. CONFERENCE OF MAYORS \$75,000 SUBAWARD TO SCPa WORKS** Jesse McCree
- V. COMCAST \$10,000 SUBAWARD TO SCPa WORKS** Jesse McCree
- VI. APPROVAL OF CONTRACT MODIFICATIONS** Jesse McCree
- A. One-Stop Operator (OSO) Contract– Equus Workforce Solutions
- B. Business Services Consultant (BSC) Contract – Equus Workforce Solutions
- VII. APPROVAL OF CONTRACT** Jesse McCree
- A. Agreement with ApprenticeScope
- II. APPROVAL OF TRANSFER OF FUNDS** Jesse McCree
- III. APPROVAL OF REQUEST FOR QUOTE (RFQ) AWARDS** Jesse McCree
- A. Workforce Innovation and Opportunity Act (WIOA) – Annual Fiscal Audit Service Provider – Maher Duessel
- B. Digital Literacy Services for Justice-Impacted Individuals in Dauphin And York County Service Provider – Equus Workforce Solutions
- IV. APPROVAL OF POLICIES** Jesse McCree
- A. Personnel Policy and Procedure Manual – Health and Infectious Diseases (new policy - replacing COVID)
- B. Personnel Policy and Procedure Manual – Hybrid/Remote Work (updated policy – combined with Work Schedules)
- V. BUSINESS** Jesse McCree
- A. **Financial Update**
- i. *Approval of Financial reports through February 28, 2025*

- B. **CEO Report and Updates**
 - i. Board Meeting Agenda
 - ii. Officer Elections

VI. EXECUTIVE SESSION WAS HELD ON TUESDAY, FEBRAURY 18, 2025 FROM 2:00 to 3:00 P.M. TO DISCUSS PERSONNEL MATTERS. NO OFFICIAL ACTION WAS TAKEN BY THE EXECUTIVE COMMITTEE DURING THE EXECUTIVE SESSION.

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

**NEXT MEETING:
May 1, 2025, at 8:30 – 10:00 AM
4201 Crums Mill Road, Suite 100A, Harrisburg, PA 17112**