

Date:   11/08/2021  

## OVR, Erie BVRS Citizen Actions Committee

### AGENDA

Erie District Office = (267-332-8737 / PIN: 749494195#)

1. 9:00 – 9:05
  - a. Call to Order
  - b. Roll Call
    - i. CAC Members Present: Passle Helminski; Andrew Pennington; Jill Hrinda-Patten
    - ii. CAC Members Absent: Michael Fiorelli
    - iii. OVR District Administrator or Designee: Jack Hewitt (DA)
  - c. Guest Recognition:
    - i. None
  - d. Approval of previous meeting minutes = May 2021 approved
  
2. 9:05 – 9:55 District Administrator’s Report
  - a. Previous Action Items: **None**
  - b. Erie BVRS Numbers as of Monday, Nov 01, 2021
    - i. Total for Erie BVRS DO = 9,356 customers.
      1. 2,268 Adult
        - a. 455 = pre-app – 06
        - b. 1,786 = 00-39
        - c. 37 = Inactive, Service Interrupted, Post Employment
      2. 7,088 Pre-ETS

c. Adult

- i. Office still closed to the public
  1. Ask customer if want to meet in person can do in the community. Otherwise, virtual or by phone.
- ii. VRS/ADA.DA = help staff with outreach. To reconnect with partners and community.
  1. C.O. working on something that will replace we I am doing.
  2. Passle: Country wide numbers are dropping
- iii. Goals as of today  $195 / 546 = 36\%$

d. Youth = No update

e. Staffing

- i. 3 vacant positions: 2 VRC and 1 Clerical Typist 3

f. Workforce

- i. Northwest
  1. New PFP/Workforce Director = Dr. Lisa Miller
  2. New NW CareerLink Operator = Ms. Elizabeth Wilson
    - a. Connected with Rob Hodapp regarding ADA workstations.
- ii. West Central
  1. Signage review for ADA
    - a. C.O. was to confirm local chain of command is followed
    - b. For me to review I need confirmation that Operator &/or Workforce approve the signage.
    - c. Grant approved for updating ADA Accessible workstations

3. 9:55-9:55 = Old Business
  - a. None
  
4. 9:55 – 10:00 = New Business
  - a. CAP doing outreach and would like to present at the next CAC meeting
  - b. **ACTION ITEM:** Send Erie DO staff meeting dates so CAP can present. Include CAC as well
  
5. 10:00 – 10:00 = Other / Member Updates
  - a. Add on the agenda a PaRC section for any updates
    - i. 3 members are leaving and need to get word out for replacements
  - b. How increase CAC members.
    - i. **ACTION ITEM:** Jack will ask each VRC for 1-2 customer names as possible CAC members.
  
6. 10:00 = Adjournment
  - a. Next meeting Monday, 01/10/2022 from 9-10 a.m.
    - i. TEAMS invite or call in (267-332-8737 / PIN: 749494195#)
  
7. **ACTION ITEMS:**
  - a. **ACTION ITEM:** Send Erie DO staff meeting dates so CAP can present. Include CAC as well
  - b. **ACTION ITEM:** Jack will ask each VRC for 1-2 customer names as possible CAC members.