

Executive Committee Meeting Minutes

January 13, 2022 – 9:00 a.m.

Committee Members

Present: Mark Barry, Mark Earl, Chuck Gibbons, Lex Smith **Absent:** David Lambert

Quorum Present: Yes

Others Present:

PHWB Staff – Heather Harter, Theresa Miner, Kenneth Russ, Jerome Salatino

Proceedings:

Meeting called to order at 10:06 a.m. by Chuck Gibbons in David Lambert's absence.

Public Comments

No public comments were received.

Action Item 1 – Approval of August 12, 2021 Executive Committee Meeting Minutes

Chuck Gibbons asked the Committee members to review the minutes from the August 12, 2021 Executive Committee meeting for any corrections or comments. Hearing none, a motion was made to accept the minutes of the meeting.

MOTION was made by Lex Smith and seconded by Mark Barry to approve the minutes. MOTION carried 4-0.

Action Item 2 – Procurement Thresholds

Committee members reviewed the changes of the procurement thresholds. The changes included an increase from \$50,000 to \$150,000 for Small Purchase Procedures, and an increase from \$100,000 to \$150,000 for Sealed Bids and Competitive Proposals.

MOTION was made by Lex Smith and seconded by Mark Barry to approve the threshold increases contingent upon attorney review and approval. MOTION carried 4-0.

Action Item 3 – Regional Demand Occupations List

The Committee reviewed the Regional Demand Occupations List. Jerome Salatino discussed the five new additions as well as the criteria for adding and removing occupations.

MOTION was made by Mark Barry and seconded by Lex Smith to approve the additions to the 2021-22 Regional Demand Occupations List. MOTION carried 4-0.

Information Item 1 – Financial Reports

Theresa Miner reviewed the Financial Reports.

Information Item 2 – RFP for Auditing Services

Theresa Miner reviewed the RFP for Auditing Services.



Discussion Item 1 – Board Member Recruitment

Jerome Salatino discussed the current board vacancies under the education, and labor and apprenticeship categories.

Board Chair Comments

Charles Gibbons thanked everyone for participating.

CEO Comments

Jerome thanked everyone for their service and participation.

With no further business to discuss, the meeting adjourned.