



Workforce Development Board (WDB) and Local Elected Official (LEO) Board Joint Meeting

March 17, 2021

Virtual Meeting via Zoom Webinar/Conference Call

Workforce Development Board (WDB) and Local Elected Official (LEO) Board Meeting

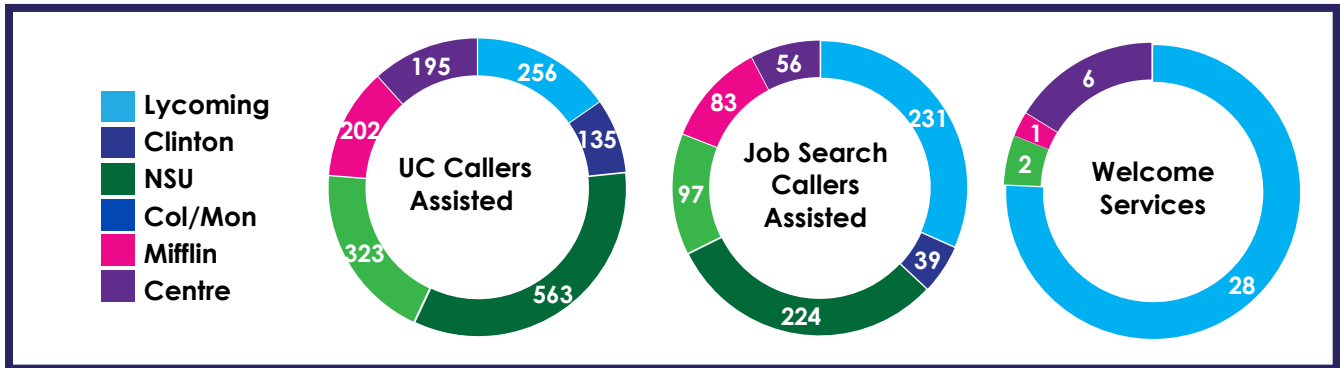
Agenda

Zoom Webinar/Teleconference
Wednesday, March 17, 2020 10:00 a.m.

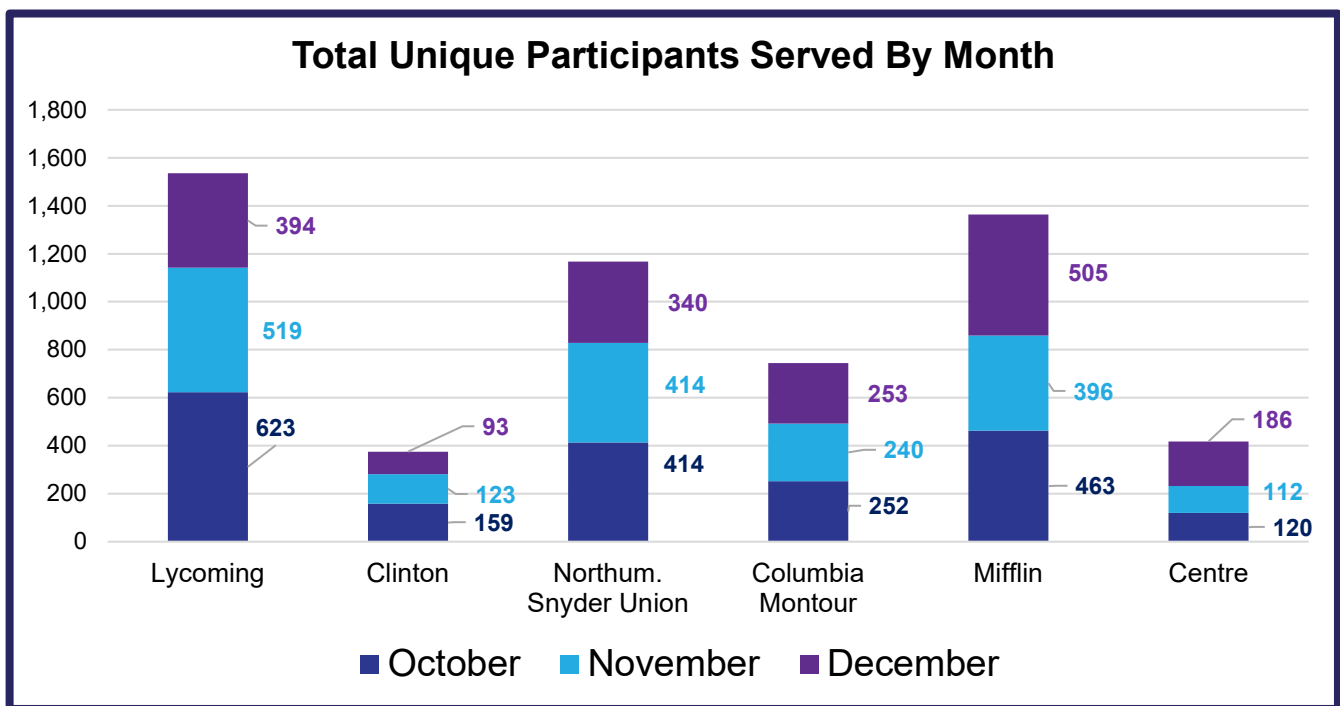
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|---------------|---|-------------------------------|
| 10:00 – 10:10 | Call to Order, Welcome, and Introduction of Guests | Jamie Aurand &
Ken Holdren |
| 10:10 – 10:15 | Public Comment | |
| 10:15 – 10:25 | PA CareerLink® Operator Update | Karin Knode |
| 10:25 – 10:55 | Penn State Service Enterprise Engineering
Prabhu
Presentation | Dr. Vittal |
| 10:55 – 11:40 | WDB and LEO Board Action Items | Jamie Aurand &
Ken Holdren |
| | <ul style="list-style-type: none"> • WDB Non-Consent Agenda & Committee Reports <ul style="list-style-type: none"> ○ Audit/Finance ○ EARN ○ Governance ○ Personnel ○ Policy & Performance ○ Youth • LEO Board Action Items | |
| 11:40 – 11:50 | Executive Director's Update
Mulberger | Erica |
| 11:50 – 11:55 | Open Discussion | |
| 11:55 | Date of Next Meeting <ul style="list-style-type: none"> • LEO Board Special Meeting – April 14 from 12:30 p.m. – 1:00 p.m. • WDB Board Special Meeting – April 14 from 1:30 p.m. – 2:00 p.m. • Executive Committee – April 9, 2021 at 10:00 a.m. • Annual Meeting of the Members – June 16, 2021 at 9:00 a.m. • WDB/LEO Board – June 16, 2021 at 10:00 a.m. | Jamie Aurand |
| 12:00 | Adjournment | Jamie Aurand &
Ken Holdren |

PA CareerLink® Jobseeker Services

October - December 2020 Q4



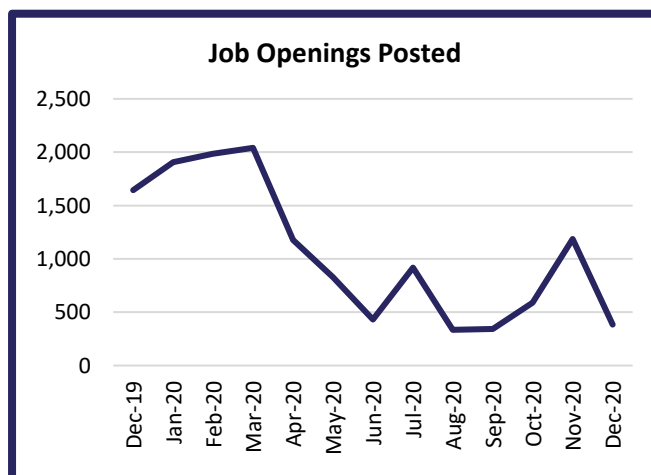
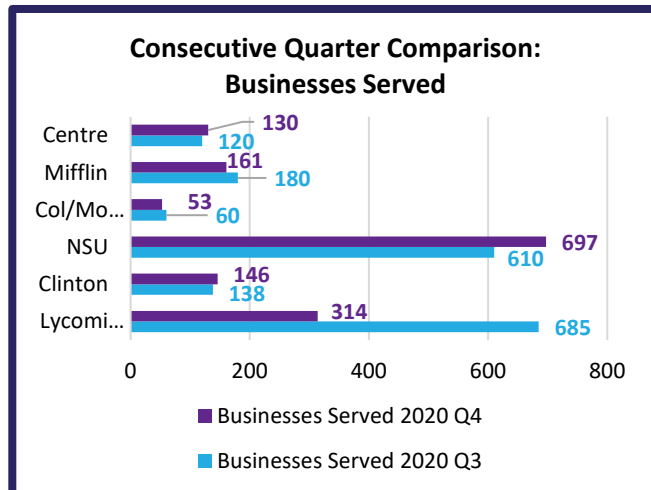
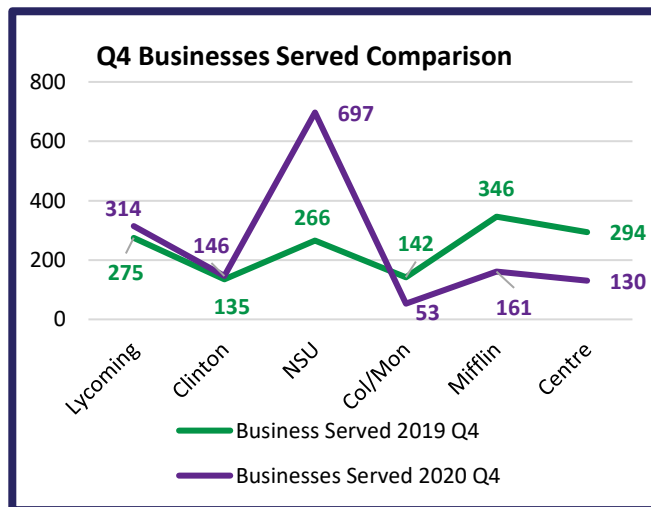
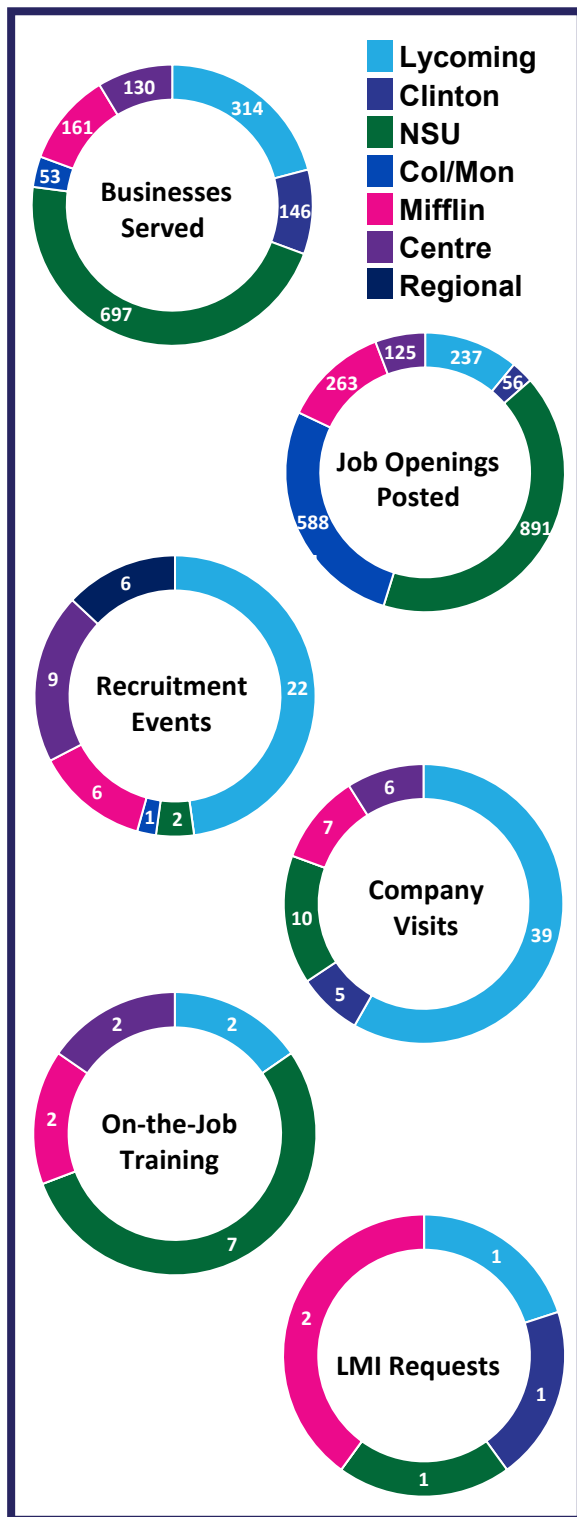
Virtual Workshops Offered: **149**
 Virtual Workshop Attendance: **399**
 Total Services Provided: **13,809**
 Unique Quarterly Participants: **5,606**



PA CareerLink® Business Solutions

October - December 2020 Q4

Employer Services Overview

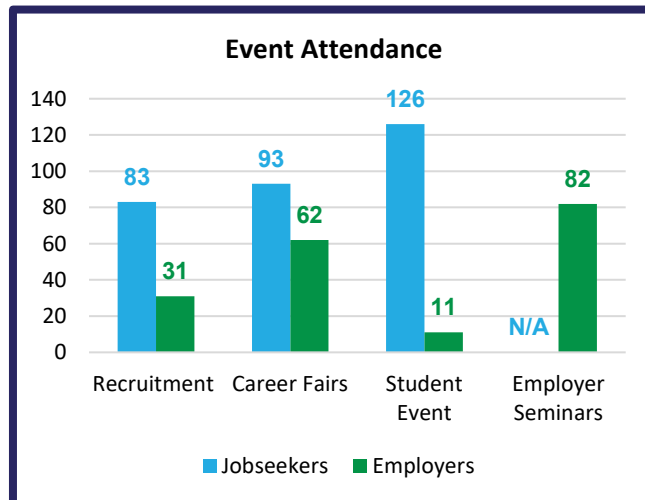


PA CareerLink® Business Solutions

October - December 2020 Q4

Employer Event Highlights

- Business Seminar *Creating Effective Job Postings & Ads* had 26 employers attend.
- BST coordinated recruitment events for Evangelical Community Hospital and UPMC.
- Manufacturing Month Events through October including the Mifflin County Drive-Thru Job Fair with 8 Manufacturers and 35 jobseekers attending.
- Seven employers presented to 108 students at Warrior Run Middle School.



- Top 3 Industries Served**
- Healthcare
 - Manufacturing
 - Retail

Rapid Response Events

Company	Shop Vac		
PA CareerLink® County	Lycoming		
Rapid Response Date	10/1, 10/2, 10/6		
Workers Affected	437		
Workers at RR Event	56		
Layoff/Closure	Closure		
Status	Permanent		

Central Pennsylvania Workforce Development Corporation

Workforce Development Board (WDB) and Local Elected Officials (LEO) Board

Joint Meeting
December 16, 2020

The Central Pennsylvania Workforce Development Corporation's Board of Directors (WDB) and Local Elected Official (LEO) Board held a joint meeting on Wednesday, December 16, 2020 at 10:00 a.m. via Zoom webinar/teleconference.

WDB Members Attending:

Jay Alexander
Sue Auman
Jamie Aurand
Jim Beamer
Annette Camuso-Sarsfield
Michele Foust
Dean Girton
Bruce Jones
Keith Koppenhaver
Jeff Lowry
Jim Nemeth
Steve Stumbris
Susan Swartz
Todd Taylor
Suzanne White
Jenna Witherite
Tracie Witter
Dave Zartman

LEO Board Members Attending:

Kenneth Holdren
David Kovach
Richard Mirabito
Robert Postal
Stacy Richards
Chuck Steininger

WDB Staff Attending:

Sandie Fairman
Brooke Gessner
Alexa Hann
Korrie Lucas
Jamie Mercaldo
Erica Mulberger
Tama Scherer
Haley Stanko
Rachael Ulmer

WDB Members Excused:

Lynn Kuhns
Jim Stopper

LEO Board Members Excused:

Steven Dershem
Angela Harding
Joe Klebon

Guests Attending:

Lenaire Ahlum
Megan Bair
Meghan Beck
Jon DeWald
Marjorie Eby
Melanie Erb
Judith Fitzgerald
Dennis Gilbert
Susan Greene
Angelic Hardy
Deb Harpster
Cheryl Johnson
Erica Kastner
Chrissie Klinger
Chuck Klinger
Karin Knodel
Mary Mingle
David Norwoski
John Shipman
Anthony Tetrzini
Michael Vail
Katherine Vastine
Jill Walter
Gale Zalar
Bob Zimmerman

Call to Order and Welcome

Jamie Aurand, CPWDC Chairperson, called the meeting to order at 10:04 a.m. and confirmed a quorum.

Jamie noted there are two meetings occurring simultaneously; the Workforce Development Board (WDB) quarterly meeting and Local Elected Official (LEO) Board quarterly meeting. He explained each board takes actions from their respective agendas.

Commissioner Ken Holdren, LEO Chairperson, welcomed all members and guests.

Invitation for Public Comments

Jamie Aurand opened the floor for public comments.

Lenaire Ahlum, Susquehanna Valley Community Education Project (SVCEP) Executive Director, provided a summary of a study conducted by Education Modeling Specialists International (EMSI). The study provided a 10-year, economic impact forecast of the establishment of a regional community college. Lycoming, Montour, Northumberland, Snyder, and Union Counties were examined. The results show that over ten years, there would be an expected \$78.5 million injected into the counties. The full report will be published in January 2021 and SVCEP welcomes the opportunity to share it with the LEO Board and WDB. Meghan Beck, SVCEP Director of Business Development, added that eight communities have provided letters of support along with 4,000 petition letters.

PA CareerLink® Operator Update

Cheryl Johnson, PA CareerLink® Operator Consortium (Operator), highlighted successes of the PA CareerLink® teams.

Cheryl highlighted the focus on regional response over the last quarter to continue high quality services during the pandemic. Clinton County and Centre County PA CareerLink® offices reopened in-person services this quarter following the others that re-opened at the end of the last quarter. All sites have been closely monitored for safety, personal identifiable information protocols, quality service, and reporting practices. Staff have provided creative approaches to services. Onsite space was available to job seekers who did not have access to technology. Cheryl highlighted the success of Drive Through Job Fairs, Rapid Response outreach efforts, and onsite recruitment events that were hosted by appointment only. Onsite recruitment resulted in eight job seekers being offered employment and three referred to recruiters for non-advertised positions. The Adult Basic Education Coalition introduced a Digital Literacy class and provided English as a second language courses coupling in-person classes with VOXY web-based instruction. Certified Recovery Specialist (CRS) training for the Reboot program was accomplished and staff across the region attended the Path to Careers Overview.

With the fall surge of COVID cases, CPWDC, the Operator, Bureau of Workforce Partnership Operations (BWPO) Assistance Regional Director, and Administrators closed in-person services at all Central Region PA CareerLink® offices pending re-evaluation in January. A communication response was activated with mass notifications to all staff, partners, and public audiences to provide closing notifications and to notify the public of the remote services that remain available.

Recertification was required for all PA CareerLink® sites. After a detailed monitoring process, Administrators and the Operator were able to document the excellent work accomplished across the region.

Cheryl congratulated PA CareerLink® staff and Administrators; CPWDC; the Operator; and The PA Department of Labor and Industry (L&I) on an extraordinary collaboration and their accomplishments.

The board inquired if there have been any layoffs at PA CareerLink® offices. Temporary pandemic safety assistants and security guards were hired through staffing agencies and laid off during closures, but no other furloughs occurred. CPWDC communicated with staffing agencies that temporary workers could be rehired when offices reopen.

Title II Adult Basic Education

Jamie invited Charles Klinger, Tuscarora Intermediate Unit 11 (TIU); Mary Mingle, Central Susquehanna Intermediate Unit (CSIU); Michael Vail, Penn State Institute for the Study of Adult Literacy; and Jenna Witherite,

Central Intermediate Unit 10 (CIU) to take the floor representing the Central Region Adult Basic Education Coalition.

Mike Vail highlighted positive outcomes for customers resulting from the new virtual instruction model. Some positives include that parents learning from home have children who see them as learners; the program has more flexibility in scheduling; and is able to reach individuals with heightened interaction and involvement between learners. Enrollment included learners in areas that could not be reached before due to distance or schedules and remote proctored assessments were provided. Digital literacy and learning skills have been augmented. There was closer communication and interaction between staff while creativity in services and instruction flourished.

Jenna presented student and teacher challenges that were faced. Parents sometimes had to prioritize their children's education above their own with access to internet and technology devices being unavailable. Health risks and absences to staff occurred while an entire virtual program was being created. Those serving individuals in correctional facilities have faced challenges due to facility shut downs. Individuals who were ready to take the GED exam were faced with testing site closures.

Mary Mingle discussed the impact of Governor's Emergency Education Relief (GEER) funds allocated to adult basic education under the CARES Act. GEER funds allowed them to make targeted purchases to improve service delivery. In November, purchase requests were accepted by the Commonwealth of Pennsylvania to include personal protective equipment, technology equipment, and online courseware. Laptops and WIFI devices were purchased to loan to students who did not have access to them. Innovative technology devices such as document cameras and drawing tablets were acquired to aid instructors in effective teaching.

Chuck Klinger presented an update on TIU 11's Distance Learning Project. Prior to the pandemic, classroom instruction and tutoring required a minimum of five in-person hours per week and remote webinar classes were available. Optional supplemental distance learning was provided online. Current instructional methods allow programs to offer a richer structured environment to students. Optional instruction includes print and teacher-generated resources to allow students to supplement remote learning. Agencies are no longer required to provide five hours of instruction; with the focus shifting to providing a sufficient intensity of instruction. Remote proctoring allows for online TABE and CASAS education assessments. Chuck reported that in-person testing is preferred with online testing as a backup option. GED and HISET secondary education equivalency testing are available remotely.

A success story highlighting participant Jerry Farr was shared. Jerry was one of the first post-COVID students who participated in remote GED/HISET testing. Jerry attained his GED and continued his employment in manufacturing. He is working on a post-secondary transition to Pennsylvania College of Technology. Jerry was an inspiration to other students who were overcoming anxiety about remote testing.

The board inquired if student enrollment was different with the model that was implemented during the pandemic. Adult Ed was able to serve as many students, but class times are decreased. Difficulty in providing instructional hours and access to internet and technology equipment poses challenges for students to progress. Intensity of instruction is the biggest impact. Erica Mulberger, CPWDC Executive Director, added that the decision to close PA CareerLink® offices included consideration of students who need to take the GED and HISET exams; exceptions will be made, so they can take the exams onsite.

WDB Updates and Action Items

- ***Dean Girton made a motion to approve the minutes from the September 16, 2020 joint WDB/LEO Board meeting. Keith Koppenhaver seconded the motion. The motion was unanimously approved with no abstentions.***
- ***Michele Foust made a motion to approve the December 16, 2020 Consent Agenda Action Items. Dave Zartman seconded the motion. The motion was unanimously approved with no abstentions.***

PA CareerLink® Certification Process

Eric Mulberger provided the update on the three-year recertification of the Central Region PA CareerLink® sites and reviewed the criteria for comprehensive and affiliate sites, with specialized criteria for The Link mobile workforce center. CPWDC worked with the Operator to monitor all six sites and the Link and recommends that all

sites be recertified. If approved, the recommendation for recertification will be provided to L&I's Bureau of Workforce Development Administration (BWDA).

- ***Bruce Jones made a motion to certify The Link mobile workforce center as a specialized center for the period of December 16, 2020 through December 31, 2023. Jim Beamer seconded the motion. The motion was unanimously approved with no abstentions.***
- ***Tracie Witter made a motion to certify the PA CareerLink® Mifflin County, PA CareerLink® Lycoming County, and PA CareerLink® Northumberland/Snyder/Union Counties as comprehensive centers for the period December 16, 2020 through December 31, 2023. Annette Camuso-Sarsfield seconded the motion. The motion was unanimously approved with no abstentions.***
- ***Jim Nemeth made a motion to certify the PA CareerLink® Centre County, PA CareerLink® Clinton County, and PA CareerLink® Columbia/Montour Counties as affiliate centers for the period December 16, 2020 through December 31, 2023. Michele Foust seconded the motion. The motion was unanimously approved with no abstentions.***

2021 Meeting Schedule

Erica reviewed the proposed 2021 Local Elected Officials Board, Workforce Development Board, and Executive Committee meeting schedule. The schedule follows the same meeting schedule as calendar year 2020.

- ***Dave Zartman made a motion to approve the 2021 WDB/LEO Meeting Schedule. Jenna Witherite seconded the motion. The motion was unanimously approved with no abstentions.***

Request for Proposal Responses

Erica Mulberger reported that requests for proposals (RFPs) were released for Out-of-School Youth (OSY) Services and Business Services. One applicant, Eckerd Connects, applied for both and submitted several letters of support that were found to contain fraudulent signatures. Staff disqualified them from being eligible for awards this year and are recommending that the WDB disqualify them from being considered for any contracts with CPWDC for the next eight years. A contract for services is typically awarded for one year with the option to extend the contract for three years. Staff recommended against indefinite disbarment in the event that Eckerd Connects experiences a future change in leadership.

- ***Dean Girton made a motion that based on the findings of facts, Eckerd Connects will be ineligible for consideration for a contract with CPWDC for a period of eight years commencing December 16, 2020 through December 31, 2028. Jim Beamer seconded the motion. The motion was unanimously approved with no abstentions.***

Audit/Finance Committee

Brooke Gessner, CPWDC Finance Manager, provided the update.

Financial Reports through September 30, 2020

Brooke reported an anticipated expenditure rate of 25% and noted that footnotes are provided at the bottom of each page to explain significant items.

Brooke reviewed the Contract Expense and Obligation Report showing total funding available, amount expended, and amounts obligated and unobligated for active funding streams through September 30th. Brooke noted that the Apprenticeship Expansion Grant scheduled to end in October 2020 was extended to January 2021.

Brooke reviewed the Operating Budget to Actual Report and highlighted that CPWDC spent just over 22% of the operating budget. Brooke pointed out that subscriptions are slightly over budget due to large expenditures made at the beginning of the year such as board insurance, memberships, accounting software fees and vehicle insurance. Additionally, CPWDC replaced several staff computers that were outdated or experienced issues that affected staff performance.

The Consolidated Resource Sharing Agreement Budget (RSAB) Expense Report showed total expenditures and revenues for the PA CareerLink® sites. CPWDC received the approved RSAB in July meaning that CPWDC will

not have to cover PA CareerLink® costs for half of the year. The RSAB expenditure rate is 21%. CPWDC submitted a modification effective October 1, 2020 to adjust for staffing changes and is waiting for approval from BWDA.

Brooke noted expenditure rates for each of the service providers while reviewing the Subcontractor Budget to Actual Comparison. Historically, the Central Susquehanna Opportunities, Inc. (CSO) EARN contract was funded through a combination of cost reimbursement and performance funds. This year, due to changes in EARN program design, it is solely funded through cost reimbursement.

The FY21 Consolidated Training Contract Obligations report showed that from July 1, 2020 through December 4, 2020, 73 participants have been approved for classroom training (ITA) and 24 participants have been approved for on-the-job training (OJT). At this time last year, there were 93 ITAs and 29 OJTs.

Fiscal Year (FY) 2021 Budget Update Reports

The Central Region has increased revenues of \$1,343,386 from the budget presented at the September 16, 2020 meeting for a revised available revenue total of \$14,352,826. Adjustments include adjusted carryover due to a late invoice, the final EARN performance funds from FY20 received in FY21, and the addition of the following grants: PAsmart Growing Registered Apprenticeships and Pre-Apprenticeships in Pennsylvania Grant, CARES Act funds from Clinton, Lycoming, Montour, and Snyder Counties, along with a \$1 million Appalachian Regional Commission (ARC) grant to address the opioid crisis.

Leases

The lease for PA CareerLink® Centre County expired on October 1st. CPWDC has a two-year renewal available, which includes a 3% increase. The current rent is \$3,850 per month.

- ***Bruce Jones made a motion to enter a two-year lease agreement with the American Philatelic Society for the PA CareerLink® Centre County located at 240 Match Factory Place, Bellefonte, PA effective October 1, 2020 through September 30, 2022 at a rate of \$3,965.50 plus utilities per month. Dean Girton seconded the motion. The motion was unanimously approved with no abstentions.***

FY20 Single Audit

The FY20 single audit was conducted from November 21st to November 23rd by Young, Oakes, Brown, & Company, P.C. The auditors presented the report to the Audit/Finance Committee on December 11th and to the LEO Board prior to the joint WDB/LEO meeting. CPWDC received a clean audit with no findings, no material weaknesses, and an unmodified opinion. The auditors tested the Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth programs. In addition, they tested the WIOA Dislocated Worker National Reserve Demonstration Grant, referred to as the Opioid Grant, as part of the audit with no questioned costs. The auditors discussed the increase in net assets this year, comprised of EARN performance and Industry Partnership Sustainability funds with the Audit/Finance Committee. Brooke invited the board to request a copy of the audit if they wish to review it further and asked them to share additional comments. Dean reported that this successful audit is a continuation of nine consecutive yearly audits with no findings. He applauded this as a major accomplishment to staff. Dean also reported that during the Audit/Finance Committee meeting, board members had the opportunity to discuss the audit privately with the auditors without staff present. The auditor was complimentary of staff and indicated that the organization has a well-established fiscal program.

- ***Jim Nemeth made a motion to accept the Single Audit for Fiscal Year 2020 as presented by Young, Oakes, Brown & Company, P.C. Sue Auman seconded the motion. The motion was unanimously approved with no abstentions.***

Erica commended Brooke Gessner and Cheryl Reish, CPWDC Sr. Accounting Coordinator, for their success in meeting with the auditors, providing necessary information, and the results of the audit.

The next meeting date of the Audit/Finance Committee is to be determined.

EARN Committee

Kenneth Chappell, EARN Committee Chair, provided the update.

The EARN Committee met November 4th and spent time reviewing the EARN Program Year (PY)20 design to understand EARN participant experiences. Effective July 1st the program model, requirements, and performance structure changed. Ken shared the PY20 EARN Program Overview in a flow chart to outline the journey of a Central Region participant from the time the County Assistance Office (CAO) refers them to EARN through program completion. Participants begin with an assessment of family needs to evaluate social indicators of health enabling staff to assist with effective solutions. A one-on-one meeting with a Wellness Coach is one of the first steps and provides counseling services that will address the overall participant and family needs. As a participant moves through the initial welcome into the program, assessment of family needs and coaching sessions are ongoing. EARN staff will focus on helping participants to resolve barriers and set meaningful goals. Credential attainment is highly emphasized. When an individual is ready, they will participate in job search activities with a goal of placement in a good job and twelve months of job retention. Central EARN participants experience customer-centric services with comprehensive case management.

Eligibility is determined at the CAO when an individual applies for Temporary Assistance for Needy Families (TANF). CAO staff then interview them to determine if participation in EARN is mandatory based on their family composition, their skills, prior work experience, and barriers. Additionally, individuals who open Supplementary Nutrition Assistance Program (SNAP) benefits can be referred to EARN. These individuals are not mandatory, but may volunteer so that they can benefit from the program offerings and staff support available. Individuals who do not have an exemption must complete a set number of hours in allowable activities based on family composition and age of the youngest child. All stages of the program design are currently being delivered remotely.

The EARN Committee also discussed the availability of benefits and services from the CAOs across the region that are ongoing and accessible. While CAOs are closed to the public, services are available remotely and secure drop boxes are available outside of offices.

A schedule for EARN Committee meetings in 2021 will be determined by a poll.

Governance Committee

Dean Girton, Governance Committee Chair, provided the update. Dean noted the Governance Committee has not met since the last meeting.

Doing Business As Filing

CPWDC successfully applied to operate under a fictitious name and received the necessary approval to start using the marketing name of Advance Central PA. Erica reported that CPWDC has received final approval of the logo and is in the process of building websites for Advance Central PA and PA CareerLink®. The web developers have confirmed that both websites are expected to be fully developed by January 31st when the L&I grant period ends. CPWDC has received and approved business cards, letterhead, and other materials with the updated logo.

The Governance Committee will meet as needed in the spring to review member requirements.

Personnel Committee

Jay Alexander, Personnel Committee Chair, presented the updated.

Health Insurance Updates

CPWDC received a health insurance renewal quote from Geisinger Health with a 6.49% increase in costs. After reviewing all plans and the current climate surrounding the Affordable Care Act, the Personnel Committee approved the current, grandfathered Geisinger Health Plan for the current plan year. CPWDC staff will comparison shop for the next year to make sure the costs are competitive for the company and employees.

Performance Based Salary Increases

The Personnel Committee approved a 3% merit pool for salary increases in alignment with the 3% pool approved in CPWDC's FY21 Operating Budget. This week, the Personnel Committee reviewed and approved all proposed salary adjustments that will be effective January 1, 2021 based on staff performance.

Personnel Manual Updates

CPWDC recently received a review by L&I's Office of Equal Opportunity (OEO) to ensure that all CPWDC policies and practices are in compliance with WIOA. CPWDC was commended for the Equal Opportunity Complaint Policy

and Procedures that are provided to PA CareerLink® customers and staff has been asked to incorporate those procedures into CPWDC's Personnel Manual. These changes will be reviewed by the Personnel Committee.

Policy & Performance Committee

Jim Beamer, Policy & Performance Committee Chair, provided the update.

CPWDC's Report of Monitoring Activity

All monitoring activity was conducted remotely between September and November. Staff conducted a desk review of 5 new OJT contracts and 16 open OJT contracts to monitor for risks, quality, and adherence to the training plan. PY 2019 monitoring for Adult/Dislocated Worker programming was closed out with acceptance of corrective action plans from subcontractors. Staff monitored operation of the PA CareerLink® Lycoming County and PA CareerLink® Clinton County including remote interviews with staff and a review of data for evidence of partnership compliance. Staff visited the PA CareerLink® Clinton County to monitor the newly expanded space for compliance with the Americans with Disabilities Act and compliance with OEO requirements. BWDA is monitoring CPWDC's procurement and subcontracts for compliance with WIOA, the Uniform Administrative Guidance, and L&I's Fiscal Management Policy. BWDA will also monitor CPWDC policies, agreements, and service delivery. Staff is gathering requested documentation for submittal this month. The PA Dept. of Human Services (DHS) is monitoring the EARN program. Staff have submitted a completed EARN monitoring tool as requested. A response from DHS is forthcoming.

Common Measures

Jim presented the 1st quarter PY20 Common Measures for WIOA Title I Adult, Dislocated Worker, and Youth programs. Adult exceeded targets for employment rate in the 4th Quarter after exit, credential attainment rate, and median earnings. Employment rate in the 2nd quarter after exit is within target. The target for measurable skills gains was below target. Dislocated Worker exceeded targets for employment rate in the 4th quarter after exit; median earnings were within target; and measurable skills gain was below target. Youth has two measures that are within target but require improvement: employment & education rate in the 4th Quarter and median earnings. Two measures are significantly below target including credential attainment rate and measurable skills gains.

Measures that are much lower than expected in our region are likely due to underlying issues caused by the pandemic. Staff is researching each individual in each measure to confirm the reasons performance wasn't met and determine what might be done differently going forward. Some performance was likely out of staff control, such as closures of training providers which directly impacts measurable skills gain.

Exit Reports

As part of performance monitoring of the Adult and Dislocated Worker programs, CPWDC examines the status of participants when they exit programs. The goal is to exit participants with employment, especially those who have received training, and exit a minimum number of participants who have dropped out of contact with PA CareerLink® staff. This report compares the 1st quarter of PY19 with the 1st quarter of PY20. CSO has intervened with supervisory oversight of exits to help reduce the number of exits indicated as "cannot locate." Staff continue to review the individual cases to identify issues and provide technical assistance. Individuals who received either OJT or classroom training continue to have a higher employment outcome than those who do not. TIU currently has an overall rate of "Exit with Employment" of 100%.

Request for Proposals- Business Services

Jim submitted the floor to Steve Stumbris to provide an update on CPWDC's procurement for Business Services. Staff released an RFP for WIOA Business Services on October 22nd with a due date of November 20th. The goal was to competitively seek one or more qualified providers with collaborative, innovative approaches to delivering services tailored to the needs of businesses. Respondents were required to demonstrate ability to effectively engage businesses, listen to needs, and provide outstanding services to help them thrive and be competitive. Four RFPs were received with one from Eckerd Connects being disqualified. Steve and Jim Beamer volunteered to serve on the Evaluation Committee and reviewed the remaining three RFPs. They met with staff on December 10th and recommended that CPWDC award a contract for services in all nine counties to the current provider, Tuscarora Intermediate Unit 11 (TIU). TIU's proposal demonstrated the required expertise and plans to successfully implement the scope of work in alignment with expectations set forth in the RFP.

- ***Steve Stumbris made a motion to award the contract for Workforce Innovation and Opportunity Action Title I Business Services to Tuscarora Intermediate Unit 11 for the nine counties of the***

Central Region from July 1, 2021 through June 30, 2022 with a budget to be negotiated by staff, and an option to extend funding annually for up to three years through June 30, 2025 based on successful performance outcomes and available funding. Jim Beamer seconded the motion. The motion was unanimously approved with no abstentions.

The Policy and Performance Committee will meet as needed and is seeking members. Members were encouraged to contact Erica if they are interested in serving on the Committee.

Youth Committee

Korrie Lucas, CPWDC Assistant Director, provided the update in absence of a Youth Committee chair.

In-School Youth (ISY)

CSO continues to provide Bridges to the Future ISY services to 281 youth (167 active and 114 in the follow-up phase of the program.) The majority of schools where full services are offered are operating remotely with tentative reopening dates in January 2021. ISY programming is adapting as needed with remote services offered. The ISY outreach coordinator position, which is in place to provide services to every district in our region that does not have designated ISY staff, continues to be a key component to the Bridges to the Future program design. The outreach coordinator has been providing scheduled PA CareerLink® Academy modules at the Southern Columbia School District and Susq-Cyber Charter School with future sessions scheduled. She is currently working with other schools to schedule sessions including Line Mountain School District and will be providing a financial literacy virtual presentation during the Snyder/Union Transition Conference in early March.

Paid Work Experience (PWE)

PWE opportunities remain challenging but have experienced some success in enrollment. Eight youth are currently enrolled in PWEs with the following employers: Architectural Precast Innovations, Inc.; Panda Preschool & Daycare; Phoenix Rehabilitation; Building Bridges Daycare, Direkt Recovery; and Peters Consultants, Inc. Four others had PWE lined up but had to be placed on hold due to increased COVID cases. Other opportunities for youth are underway and they will be placed when work environments are deemed safe.

Out-of-School Youth (OSY)

An OSY RFP was released in October 2020 with a submittal deadline of November 13th. Two proposals were received, with one from Eckerd Connects having been disqualified. The other proposal was from the current provider, Central Susquehanna Intermediate Unit (CSIU). The Evaluation Committee including Jim Beamer, Ken Holdren, and staff individually read and rated the RFPs and discussed them on December 3rd. The consensus was that CSIU's proposal demonstrated strong ability, innovation, and commitment to deliver the required comprehensive and holistic services to the target population. The recommendation of the Evaluation Committee is to award a contract to CSIU beginning July 1, 2021.

- ***Jim Beamer made a motion to award the contract for Workforce Innovation and Opportunity Action Title I Out-of-School Youth and TANF Youth Development Services to Central Susquehanna Intermediate Unit for the nine counties of the Central Region from July 1, 2021 through June 30, 2022 with a budget to be negotiated by staff, and an option to extend funding annually for up to three years through June 30, 2025 based on successful performance outcomes and available funding. Bruce Jones seconded the motion. The motion was unanimously approved with no abstentions.***

LEO Board Action Items

Ken Holdren, LEO Chair, welcomed the members and presented a motion to act on.

- ***Rick Mirabito made a motion to approve the minutes from the September 16, 2020 joint WDB/LEO Board Meeting. Robert Postal seconded the motion. The motion was unanimously approved with no abstentions.***

Erica added that the LEO Board voted to approve the FY20 Single Audit prior to today's joint meeting.

Executive Directors Update

Erica Mulberger, CPWDC Executive Director, presented the update.

Common Measures

Erica shared the WIOA Performance Negotiations Worksheet, accepted by L&I on September 25th. CPWDC is required to negotiate common measures annually with L&I who further negotiates with the U.S. Dept. of Labor. Failure to meet common measures could result in the state or federal government reducing or revoking funding. Erica referred to Jim Beamer's earlier report on common measures indicating that PY20 1st quarter common measures did not meet their target for measurable skills gains and credential attainment. This is believed to be a result of COVID related challenges and CPWDC anticipates improved results next year when common measures will be reevaluated. L&I advised CPWDC to disregard COVID related issues when negotiating measures. There is a statistical model that is being used at the state and federal level to consider economic factors statewide. In areas that performance measures were met, staff was unable to negotiate downwards. Erica indicated that she believes these measures to be attainable. Performance measure goals would need to fall short for two consecutive years and staff would have an opportunity to receive technical assistance and renegotiate new goals before the state would revoke funds.

Grant Updates

Erica presented CPWDC's FY21 Competitive Funding Portfolio. She noted grants secured, outstanding grants applied for, and grants for which CPWDC was not selected.

Path to Careers Website Video

Erica thanked Jay Alexander, Tracie Witter, and Suzanne White for allowing staff to highlight their local companies as part of the Path to Careers website promotion. Staff visited Wayne Township Landfill, PPL, Kish Bank, and completed filming in downtown Williamsport to highlight local businesses. The videos are expected to be ready by the end of December. Staff received a preview of films produced for Trot Fitness and Green Barn Berry Farm and is hoping to share them during the March WDB/LEO meeting.

Local and Regional Plan

Local and Regional Plans are due to be submitted on April 1st. Staff are convening teams of PA CareerLink® partners to discuss this robust process. The plans require a 30-day public comment period prior to submission and must be posted before March to acquire board approval prior to the deadline.

Date of Next Meetings

The next joint WDB/LEO meeting will be held on March 17, 2021 at 10:00 a.m. via Zoom webinar/teleconference. The next Executive Committee Meeting will be January 8, 2021 at 10:00 a.m. via Zoom also.

Adjournment

With no further business to attend to, Ken and Jamie adjourned the LEO Board and WDB meetings at 11:53 a.m. wishing everyone a happy holiday season.

Respectfully submitted,

Jama Scherer

CPWDC Office/Board Coordinator

Workforce Development Board Consent Agenda Action Items

March 17, 2021

Executive Committee • Jamie Aurand, Chair

The following motions were unanimously approved by the 9 Executive Committee members participating via Zoom on February 12, 2021. There were no abstentions.

1. Motion to allow Central Susquehanna Opportunities, Inc. to hire two additional EARN staff as Data Entry Specialists through June 30, 2021 with an increased budget of \$46,940.

Motion:

Second:

2. Motion to approve the February 2021 revisions to the CPWDC Personnel Manual including updates to the holidays, equal opportunity policy, and sexual and other unlawful harassment policy.

Motion:

Second:

Workforce Development Board Non-Consent Agenda Action Items March 17, 2021

1. Motion to approve the minutes from the December 16, 2020 joint WDB/LEO Board meeting.

Motion:

Second:

2. Motion to approve the March 17, 2021 Consent Agenda Action Items.

Motion:

Second:

Audit/Finance Committee • Jim Stopper, Chair

ACTION NEEDED

- Approval of a lease extension for the PA CareerLink® Lycoming County

ACTION NEEDED

- Approval to purchase vehicles for EARN program

The Audit/Finance Committee will meet as necessary.

EARN Committee • Kenneth Chappell, Chair

The EARN Committee met February 23, 2021 and approved the following motions.

3. Motion to update the EARN Incentive Services Policy as presented.

Motion:

Second:

4. Motion to make the changes to the EARN Incentive Services Policy retro-active to July 1, 2020 for any participant still enrolled in EARN. Participants who are currently eligible for Family Incentives will receive Family Incentives for prior months in the form of \$50 gift cards for each month they were eligible for the Family Incentive for the period July 2020 through March 2021.

Motion:

Second:

The EARN Committee is scheduled to meet May 11, 2021.

Governance Committee • Dean Girton, Chair

The Governance Committee will meet as necessary.

Personnel Committee • Jay Alexander, Chair

The Personnel Committee approved the following motion via email vote March 9, 2021.

5. Motion to renew dental, life, and disability policies with Guardian for the period May 1, 2021 through April 30, 2022 at the current policy rates.

Motion:

Second:

The Personnel Committee will meet as necessary.

Policy and Performance Committee • Jim Beamer, Chair

The Policy & Performance Committee will meet as necessary.

Youth Committee • Suzanne White, Chair

The Youth Committee will meet as necessary.

Advance Central PA
 FY 21 Contract Expense and Obligation Report
 From 7/1/2020 Through 12/31/20

Contract Period	Contract Title	Available Funds	Total Expended	% Expended	Amount Remaining	Obligated Funds ¹	% of Total Oblig. and Exp.	Unoblig. Amount
10/19 - 06/21	PY19 2nd Inc. WIOA Adult	720,819	719,416	99.81%	1,403	0	99.81%	1,403
10/19 - 06/21	PY19 DW Transfer to Adult	798,438	0	0.00%	798,438	717,544	89.87%	80,894
07/20 - 06/21	PY20 1st Inc. WIOA Adult	178,136	0	0.00%	178,136	0	0.00%	178,136
10/20 - 06/21	PY20 2nd Inc. WIOA Adult	888,907	0	0.00%	888,907	0	0.00%	888,907
	Adult Programs	2,586,300	719,416	27.82%	1,866,884	717,544	55.56%	1,149,340
10/19 - 06/21	PY19 2nd Inc. WIOA DW	299,842	299,842	100.00%	-	0	100.00%	0
07/20 - 06/21	PY20 1st Inc. WIOA DW	331,967	72,038	21.70%	259,929	226,732	90.00%	33,197
10/20 - 06/21	PY21 2nd Inc. WIOA DW	1,485,939	0	0.00%	1,485,939	455,716	30.67%	1,030,223
07/18 - 06/21	Opioid Grant	588,646	130,323	22.14%	458,323	236,666	62.34%	221,657
	Dislocated Worker Programs	2,706,394	502,203	18.56%	2,204,191	919,114	52.52%	1,285,077
10/18 - 06/21	PY18 Rapid Response	79,542	79,542	100.00%	-	0	100.00%	0
10/18 - 06/21	PY18 Rapid Response	285,502	213,413	74.75%	72,089	65,076	97.54%	7,013
10/18 - 06/21	PY18 Rapid Response	97,793	97,793	100.00%	-	0	100.00%	0
	Rapid Response Programs	462,837	390,748	84.42%	72,089	65,076	98.48%	7,013
04/19 - 06/21	PY19 WIOA Youth	822,926	712,714	86.61%	110,212	0	86.61%	110,212
04/20 - 06/21	PY20 WIOA Youth	1,363,796	0	0.00%	1,363,796	943,912	69.21%	419,884
07/19 - 06/21	PY19 TANF Youth	463,652	288,422	62.21%	175,230	132,907	90.87%	42,323
07/20 - 06/21	PY20 TANF Youth	669,810	3,243			414,470		252,097
02/20 - 11/20	PY19 SLIP	138,884	110,323	79.44%	28,561	0	79.44%	28,561
01/19 - 3/21	PY18 Business & Education Partnership	92,404	29,358	31.77%	63,046	13,426	46.30%	49,620
01/20 - 12/21	PY19 Business & Education Partnership	120,871	7,203	5.96%	113,668	0	5.96%	113,668
04/19 - 12/20	Teacher in the Workplace PY18	38,259	3,664	9.58%	34,595	19,409	60.31%	15,186
	Youth Programs	3,710,602	1,154,927	31.13%	1,889,108	1,524,124	72.20%	1,031,551
07/20 - 06/21	EARN	2,720,377	652,079	23.97%	2,068,298	1,108,866	64.73%	959,432
	Welfare Programs	2,720,377	652,079	23.97%	2,068,298	1,108,866	64.73%	959,432
01/19 - 06/21	Next Gen 18 - Adv. Man.	96,404	1,571	1.63%	94,833	0	1.63%	94,833
01/19 - 06/21	Next Gen 18 - Healthcare	66,845	720	1.08%	66,125	0	1.08%	66,125
NA	IP Sustainability Fund	323,298	0	0.00%	323,298	0	0.00%	323,298
	Industry Partnerships	486,547	2,291	0.47%	484,256	0	0.47%	484,256
11/16 - 01/21	Apprenticeship Expansion	17,883	10,211	57.10%	7,672	0	57.10%	7,672
04/18 - 12/20	PY17 Strategic Innovation	90,676	40,223	44.36%	50,453	33,700	81.52%	16,753
03/20 - 06/21	PASmart CNC Apprenticeship	250,000	40,223	16.09%	209,777	33,700	29.57%	176,077
	Reemployment Services	358,559	50,434	14.07%	58,125	33,700	23.46%	274,425
NA	Research Department	89,441	37,543	41.98%	51,898	0	41.98%	51,898
NA	Gold Standard	64,671	0	0.00%	64,671	945	1.46%	63,726
NA	Highmark Initiative	777	0	0.00%	777	0	0.00%	777
NA	Engage	12,103	7,804	64.48%		0	64.48%	4,299
NA	Foundation - Path to Careers	4,996	280	5.60%	4,716	4,716	100.00%	0
09/20 - 12/20	CARES Act - Union County	15,000	15,000	100.00%	-	0	100.00%	0
09/20 - 12/20	CARES Act - Montour County	5,000	5,000	100.00%	-	0	100.00%	0
09/20 - 12/20	CARES Act - Clinton County	10,000	10,000	100.00%	-	0	100.00%	0
09/20 - 12/20	CARES Act - Lycoming County	10,000	10,000	100.00%	-	0	100.00%	0
09/20 - 12/20	CARES Act - Snyder County	3,142	3,142	100.00%	-	0	100.00%	0
09/20 - 12/20	CARES Act - Northumberland County	7,739	7,739	100.00%	-	0	100.00%	0
05/20-06/21	COVID-19 PACL	156,066	6,682	4.28%	149,384	0	4.28%	149,384
10/20-09/23	ARC Reboot	1,018,500	4,143	0.41%	1,014,357	0		1,014,357
04/20- 09/20	Trade OJT	5,705	5,705	100.00%	-	0	100.00%	0
04/20-06/21	Trade OJT	23,924	0	0.00%	23,924	23,924	100.00%	0
	Other Programs	1,427,064	113,038	7.92%	271,446	29,585	9.99%	1,284,441
	Grand Total	14,458,680	3,585,136	24.80%	10,873,544	4,398,009	55.21%	6,475,535

Notes:

1 Obligated funds include the funds unexpended but obligated for the FY 21 subcontractor, training, and Resource Sharing Agreement budgets.

Advance Central PA
Operating Budget to Actual Comparison
From 7/1/2020 Through 12/31/20

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	884,050	393,490	490,559.76	44.51%
Staff Travel & Development	27,120	2,898	24,221.57	10.69%
Board Expenses	6,901	3,746	3,155.00	54.28%
General Office Supplies	6,066	975	5,090.99	16.07%
Leases - Copiers/Equipment	2,500	327	2,173.44	13.06%
Outreach	2,450	817	1,632.58	33.36%
Subscriptions	15,843	13,996	1,846.54	88.34%
Memberships	8,405	7,198	1,206.76	85.64%
Vehicles	4,800	2,574	2,226.29	53.62%
Equipment And Furnishings	8,067	8,024	42.56	99.47%
Professional Fees	16,440	884	15,556.15	5.38%
Business Services	43,300	4,411	38,888.73	10.19%
Computer Services	24,527	13,184	11,343.20	53.75%
Facility Costs	<u>81,605</u>	<u>33,908</u>	<u>47,696.64</u>	<u>41.55%</u>
Total Operational Expenses	1,132,074.00	486,433.79	645,640.21	<u>42.97%</u>
Total Expenditures	1,132,074.00	486,433.79	645,640.21	<u>42.97%</u>

Notes:

* Anticipated expenditure rate of 50%.

Advance Central PA
 FY21 Consolidated RSAB Budget to Actual Comparison
 From 7/1/2020 Through 12/31/2020

	Total Budget - Original	Current Year Actual	Total Budget Variance -	Percent Total Budget	Percent Total Budget
REVENUE:					
WIOA Adult	191,264	81,336	109,928	42.53%	57.47%
WIOA Dislocated	191,264	81,336	109,928	42.53%	57.47%
WIOA In School Youth ¹	12,374	12,374	-	100.00%	0.00%
WIOA Out of School	95,811	38,494	57,317	40.18%	59.82%
EARN	151,729	66,469	85,260	43.81%	56.19%
CPWDC Total: ²	642,442	280,009	362,433	43.59%	56.41%
WAGNER PEYSER	336,313	138,736	197,577	41.25%	58.75%
WP REGIONAL	14,289	5,786	8,503	40.49%	59.51%
VETS	77,779	32,366	45,413	41.61%	58.39%
RAPID RESPONSE	2,404	814	1,590	33.86%	66.14%
OVR	97,890	39,115	58,775	39.96%	60.04%
STAFF	14,289	5,786	8,503	40.49%	59.51%
DEVELOPMENT					
OVERSIGHT	14,289	5,786	8,503	40.49%	59.51%
TRADE	15,747	6,653	9,094	42.25%	57.75%
FOREIGN LABOR	1,850	752	1,098	40.65%	59.35%
State Partner Total:	574,850	235,794	339,056	41.02%	58.98%
Total REVENUE	1,217,292	515,803	701,489	42.37%	57.63%
EXPENSES:					
PERSONNEL					
Total PERSONNEL	453,007	213,971	239,035.75	47.23%	52.77%
FACILITY					
Total FACILITY	680,256	289,147	391,108.97	42.51%	57.49%
OPERATIONAL ³					
Total OPERATIONAL	400,327	95,440	304,887	23.84%	76.16%
USAGE FEE (Non-Partner Renters)					
Total USAGE FEE	(320,666)	(82,755)	(237,911)	25.81%	74.19%
TOTAL EXPENDITURES	1,212,924	515,803	697,121	42.53%	57.47%

NOTE: Revenue amounts show details by RSAB partner. The expenses are listed by category. Monthly, the expenses are allocated to all partners and then the revenues are collected. Therefore revenues and expenditures should be equal.

* Anticipated expenditure rate of 50%.

1 WIOA In-School Youth was charged to the RSAB for the 1st quarter only while the WIOA youth staff were not in the local schools.

2 CPWDC is responsible for approximately 52% of the total shared PA CareerLink[®] operating costs compared to 48% paid by other required PA CareerLink[®] partners.

Advance Central PA
Subcontractor Budget and Actual Comparison
From 7/1/2020 Through 12/31/2020

Tuscarora Intermediate Unit 11(TIU)

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended ¹	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
Adult Pool	502,506	238,238	264,268	47.41%	52.59%
Dislocated Worker Pool	283,586	78,695	204,891	27.75%	72.25%
OS Youth Pool ³	121,059	53,184	67,875	43.93%	56.07%
TANF	30,000	13,204	16,796	44.01%	55.99%
Engage	7,692	7,692	-	100.00%	0.00%
Rapid Response	150,000	150,000	-	100.00%	0.00%
Opioid	71,923	35,062	36,861	48.75%	51.25%
EARN Pool ³	100,000	43,647	56,353	43.65%	56.35%
Total OPERATIONAL EXPENSES	1,266,766	619,722	647,044	48.92%	51.08%
DIRECT CUSTOMER SERVICES ⁴					
Adult Pool	1,422	-	1,422	0.00%	100.00%
Total DIRECT CUSTOMER SERVICES	1,422	-	1,422	0.00%	100.00%
TOTAL EXPENDITURES	1,268,188	619,722	648,466	48.87%	51.13%

Central Susquehanna Opportunities, Inc. (CSO)

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended ¹	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
Adult Pool	468,446	231,544	236,902	49.43%	50.57%
IS Youth Pool	225,502	165,482	60,020	73.38%	26.62%
Business and Education	21,171	7,746	13,425	36.59%	63.41%
TANF Youth	413,166	102,549	310,617	24.82%	75.18%
Dislocated Worker Pool	336,548	111,801	224,747	33.22%	66.78%
Rapid Response ⁵	248,054	205,899	42,155	83.01%	16.99%
Opioid	99,403	35,407	63,996	35.62%	64.38%
EARN Pool	1,067,127	457,163	609,964	42.84%	57.16%
Total OPERATIONAL EXPENSES	2,879,417	1,317,591	1,561,826	45.76%	54.24%

DIRECT CUSTOMER SERVICES ⁴

Adult Pool	10,000	4,694	5,306	46.94%	53.06%
IS Youth Pool	202,510	5,881	196,629	2.90%	97.10%
TANF Youth	158,090	25,309	132,781	16.01%	83.99%
Dislocated Worker Pool	6,302	1,155	5,147	18.33%	81.67%
Rapid Response	1,698	1,417	281	83.45%	16.55%
Opioid	4,000	662	3,338	16.55%	83.45%
EARN Pool	13,000	1,215	11,785	9.35%	90.65%
Total DIRECT CUSTOMER SERVICES	<u>395,600</u>	<u>40,333</u>	<u>355,267</u>	10.20%	89.80%
TOTAL EXPENDITURES	<u>3,275,017</u>	<u>1,357,924</u>	<u>1,917,093</u>	41.46%	58.54%

Central Susquehanna Intermediate Unit

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
TANF Youth	72,708	41,666	31,042	57.31%	42.69%
OS Youth Pool	<u>741,778</u>	<u>335,041</u>	<u>406,737</u>	45.17%	54.83%
Total OPERATIONAL EXPENSES	<u>814,486</u>	<u>376,707</u>	<u>437,779</u>	46.25%	53.75%
DIRECT CUSTOMER SERVICES ⁴					
TANF Youth	60,588	4,447	56,141	7.34%	92.66%
OS Youth Pool	<u>298,335</u>	<u>17,482</u>	<u>280,853</u>	5.86%	94.14%
Total DIRECT CUSTOMER SERVICES	<u>358,923</u>	<u>21,929</u>	<u>336,994</u>	6.11%	93.89%
TOTAL EXPENDITURES	<u>1,173,409</u>	<u>398,636</u>	<u>774,773</u>	33.97%	66.03%

NOTES:

1 Anticipated expenditure rate of 50% for operating expenses.

2 Operational expenses include personnel, facilities, and operating expenses for the subcontractors.

3 These budgets are for TIU's Business Services contract in which TIU assists with placements of program participants and helps employers find talent from all PA CareerLink® programs.

4 Direct customer services include wages and benefits for participants in paid work experience and support services like transportation, clothing, and clearances.

5 CSO Rapid Response budget includes The Link.

FY21 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS
As of 2/28/2021

Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance	Number of Participants	Percentage of Total Budget Obligated
INDIVIDUAL TRAINING ACCOUNTS (ITAs)						FY21 ITA	
Adult	\$74,562	\$11,681	\$26,525	\$38,206	\$36,356	13	51.24%
Adult POS	\$129,562	\$34,911	\$77,802	\$112,713	\$16,849	40	87.00%
Dislocated Worker	\$93,389	\$16,964	\$48,996	\$65,960	\$27,429	20	70.63%
Rapid Response	\$48,762	\$14,261	\$32,801	\$47,062	\$1,700	14	96.51%
Opioid	\$46,614	\$4,957	\$9,212	\$14,169	\$32,445	4	30.40%
TOTAL ITA	\$392,890	\$82,774	\$195,336	\$278,110	\$114,780	91	70.79%

ON THE JOB TRAININGS (OJTs)						FY21 OJT	
Adult	\$63,042	\$11,050	\$22,502	\$33,552	\$29,489	5	53.22%
Adult POS	\$48,042	\$8,499	\$13,082	\$21,580	\$26,461	5	44.92%
Dislocated Worker	\$74,760	\$17,950	\$13,506	\$31,456	\$43,304	5	42.08%
Rapid Response	\$13,363	\$123	\$10,778	\$10,901	\$2,462	2	81.58%
Opioid	\$67,068	\$0	\$2,774	\$2,774	\$64,294	1	4.14%
Out of School Youth	\$80,718	\$8,358	\$28,324	\$36,682	\$44,036	10	45.44%
Trade	\$36,466	\$11,319	\$6,837	\$36,466	\$0	1	100.00%
TOTAL OJT	\$383,458	\$57,299	\$97,804	\$173,412	\$210,046	29	45.22%
TOTAL ITA/OJT	\$776,348	\$140,073	\$293,139	\$451,522	\$324,826	120	58.16%

INCUMBENT WORKER TRAINING						Number of Participants	Percentage of Total Budget Obligated
Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance		
Adult	\$75,000	\$0	\$0	\$0	\$75,000	0	0%
Total	\$0	\$0	\$0	\$0	\$0	0	0%

FY21 Central Region Budget Updates

As of March 17, 2021

The Central Region has increased revenues of \$491,539 from the budget presented at the December 16, 2020 meeting for a revised available revenue total of \$14,844,364. Adjustments include the CARES Act Northumberland County funds and the Next Gen 2020 Advanced Manufacturing and Healthcare partnership grants.

CPWDC's available funding for operations increased by \$30,000 due to the addition of the Next Gen Advanced Manufacturing and Healthcare grants.

CPWDC's share of the RSAB increased by \$7,739 due to the CARES Act Northumberland County funds.

The Training Budget increased by \$31,861 due to an adjustment of the Opioid grant funds.

Adjustments to the Other Service Delivery budget increased by \$453,830 due to the Next Gen Advanced Manufacturing and Healthcare grants as well as a slight adjustment in Opioid costs.

The unallocated amounts decreased by \$31,892 due to the changes made above.

Note: Additional financial details can be found on the next page.

FY21 Central Region Budget Updates

As of March 17, 2021

Following is the net change to the FY 21 Revenues that were presented on December 16, 2020. Adjustments include CARES Act Northumberland County funds and the Next Gen 2020 Advanced Manufacturing and Healthcare grants.

Total Revenues presented 12/16/20	\$ 14,352,826
Adjustments:	
CARES Act Northumberland County	7,739
Advanced Manufacturing Next Gen 2020	250,000
Healthcare Next Gen 2020	233,800
Net Increase	491,539
Revised Available Revenues	<u><u>\$ 14,844,364</u></u>

Below is a summary of adjustments to the FY 21 expense budgets along with explanations for the changes. The budgets

Total Budget presented 12/16/20	\$ 14,351,639
Net Increase in Allocated Funds	523,430
Net Decrease in Unallocated Funds	(31,892)
Revised Total Budget	<u><u>\$ 14,843,177</u></u>

Advance Central PA's available budget had a net increase due to addition of the Next Gen Advanced Manufacturing and Healthcare grants.

Advance Central PA Budget presented 12/16/20	\$ 1,285,499
Adjustments:	
Net Increase	30,000
Revised Advance Central PA Budget	<u><u>\$ 1,315,499</u></u>

Advance Central PA's share of the RSAB budget increased due to CARES Act Northumberland County funds.

RSAB Budget presented 12/16/20	\$ 682,802
Net increase	7,739
Revised RSAB Budget	<u><u>\$ 690,541</u></u>

The Training Budget increased due to an adjustment of the Opioid grant costs.

Training Budget presented 12/16/20	\$ 1,745,704
Net Increase	31,861
Revised Training Budget	<u><u>\$ 1,777,565</u></u>

An increase to other partners' service delivery budgets resulted from the Next Gen Advanced Manufacturing and Healthcare grants as well as a slight adjustment in Opioid costs.

	CSO	TIU	CSIU	Other
Service Delivery Budgets presented 12/16/20	\$ 3,509,486	\$ 1,449,337	\$ 1,007,498	\$ 1,285,756
Net Increase	-	-	-	453,830
Revised Service Delivery Budgets	<u><u>\$ 3,509,486</u></u>	<u><u>\$ 1,449,337</u></u>	<u><u>\$ 1,007,498</u></u>	<u><u>\$ 1,739,587</u></u>

The unallocated amounts were adjusted to reflect the adjustments previously mentioned.

Unallocated Budget presented 12/16/20	\$ 2,580,239
Adjustments:	
Net Decrease	(31,892)
Revised Unallocated Budget	<u><u>\$ 2,548,346</u></u>

EARN Incentive Services Policy and Procedure

DRAFT for WDB Consideration- Approved by the EARN Committee February 23, 2021

Eligibility

Incentive Services are designed to meet the overall program goals of employment and self-sufficiency. To be eligible for an incentive, an EARN participant must be enrolled and be in compliance with required hours and ACR, and be meeting other program expectations, including expectations regarding conduct and active involvement in activities.

There are two types of incentives available to participants who are in compliance: those available based on individual need and those available for maintaining compliance in a federal calendar month.

Incentives based on need are available immediately to those who are in compliance and throughout the entire enrollment. Each individual EARN participant must be notified incentives based on need are immediately available.

Incentives available for maintaining compliance for a federal calendar month are available after the first full federal calendar month of enrollment. Unexcused absences and tardiness according to the Attendance Sheet will disqualify someone from eligibility for that month's incentive unless the time was made-up within the federal month.

An individual is eligible for monthly incentives for up to 180 days leading to Placement (the equivalent of 6 months) and up to 6 months of Retention following Placement. Compliance during Retention includes the participant providing timesheet verification in accordance with established timelines and in advance of incentive award dates.

Funding

This Policy may be put on hold or terminated at any time due to lack of funding. EARN cost reimbursement funds can be used for incentives for active individuals whose TANF case is not closed as long as the funding is included in the EARN budget. Incentives are allowable costs for Retention participants only when using performance-based funds; the regular allocation must not be used for incentives for Retention participants.

Incentives Based on Individual Need

Incentives Based on Individual Need are available to EARN TANF participants throughout enrollment, including after the TANF benefits close, for up to 12-months of Retention. Incentives are as follow.

1. A total of \$200 for the following allowable incentives will be available for each participant throughout a program year to help cover necessary expenses for which there is a need:
 - Driver's Permit and/or License Fees
 - Gas cards

- Pre-requisite Clearances and Background Checks
 - Tools
 - Personal Hygiene
 - Car Insurance Premiums (not to exceed 3 months and only if the request is submitted 7 days in advance of payment due date)
 - Uniforms and other Necessary Attire
 - Childcare
 - Certification/Testing Fees
2. A total equivalent to the cost of the GED® or HiSET® exam or make-up exams for individual test areas as needed will be made available for each participant as a one-time only incentive. The incentive used to cover the exam fees will not reduce the \$200 available above.
 3. A total of \$200 will be available for each participant as a one-time only incentive to cover the cost of a bicycle with helmet and, if needed, a bicycle lock if the participant has a transportation barrier and agrees to use a bicycle to attend EARN programming and/or get to employment.
 - Bicycle with helmet and lock
 4. A total of \$700 will be available for each participant as a one-time only incentive to cover the cost of Driver's Education.
 - Driver's Education

Credentialing Incentives

Designed to help motivate participants in expanding their career options via training, Credentialing Incentives are payable via gift card. Credentialing Incentives are available throughout enrollment until the TANF benefits close; they are not available for TANF participants in Retention.

1. TANF EARN participants who do not have their high school diploma or equivalency are eligible for a one-time incentive of \$150 after they pass the GED® or HiSET® exam earning their equivalency diploma.
2. TANF EARN participants are also eligible for an additional incentive in the amount of \$150 each following the completion of up to two (2) DHS approved credentialing activities upon receipt of their diploma or training certificate, or successful referral to KEYS.

Family Incentives

TANF EARN participants are eligible to earn Family Incentives for one-month intervals of compliance. Incentives are designed to encourage both performance and positive family interactions by engaging parents and their children in fun, safe activities they might not otherwise be able to experience while on TANF or at the start of their career paths.

In advance of each new program year, the EARN provider will put forth a proposed schedule of incentives based on philosophies of the 2-Gen model and insight from EARN participants along with anticipated costs for CWPDC review and approval. The EARN provider will proactively seek donations to minimize EARN performance funds expenditures so that the incentives are within budget. Incentives must never be entertainment based per the Uniform Guidance.

EARN participants must be notified incentives for compliance are available and must be made aware of the anticipated incentive for the current month and the next month of participation (that is, they will know what they can expect for the current month and the month thereafter).

Incentives available for meeting compliance may be discontinued at any time due to lack of funding to support the continuation of the incentive program.

Family Incentives are available throughout enrollment until the TANF benefits close; they are not available for TANF participants in Retention.

Retention Incentives

Participants in Retention are eligible for incentives starting with the first full month of Retention through the twelfth month of Retention as verified by timely and valid pay documentation each month. A total of \$1,400 in gift cards will be earned for meeting the full 12 months of Retention payable via gift card according to the following schedule:

Retention Month (verified by documentation)	Gift Card Amount
Month 1	\$100
Month 2	\$100
Month 3	\$100
Month 4	\$100
Month 5	\$100
Month 6	\$200
Month 7	\$100
Month 8	\$100
Month 9	\$100
Month 10	\$100
Month 11	\$100
Month 12	\$200

Gift cards should be issued within 15 days of receipt of timely and valid pay documentation.

Last Resort

Incentives are not duplicative. Requests for incentives that are available as special allowances through the CAO should be submitted to the CAO accordingly. Communication with the CAO is required prior to authorization to ensure the special allowance has not already been provided and to ensure the CAO knows it will be provided by the program. Incentives may supplement the CAO allowances if there is a need.

Community programs and all other resources should be explored and exhausted prior to issuing an incentive.

Incentives based on need are not provided according to a guaranteed level of funding per person and should not be approached as such. It is the responsibility of the Workforce Specialist to review individual participant need and employer identified requirements for employment.

Documentation

Incentives Based on Individual Need

EARN program staff are responsible for determining the incentives that are needed to resolve barriers to successful placements and retentions in employment and for processing and issuing the payments. The incentive provided should be for the least costly and most practical item or service that will meet the need.

The EARN Incentive Form must be used to document need, actual cost, CAO notification, approval status, date of issue and relevant comments. A CWDS case note titled "Incentive Service" must be entered on CWDS and provide narrative to further document the support, including the need, the compliance with hours and the overall program, and how the need was met.

Date of approval/denial and payment issuance must be within 10 calendar days of the date requested and/or in advance of the need.

Requests will be completed on the appropriate request for payment form used by the subcontractor agency and will be submitted to the designated person of the subcontractor for approval. All requests require justification or verification documents to be attached, and included in the case file. Receipts will also be included in the case file.

Participation and Compliance Incentives

Family Incentives, Credentialing Incentives and Retention Incentives can be awarded for continued participation and meeting program and compliance goals.

The EARN service provider must maintain a list of all participation and compliance incentives issued that includes at a minimum the following information: amount and type of incentive issued, name of individual receiving incentive, date issued and reason for issuance of incentive. All incentives given to a participant should also be recorded in the CWDS case narrative.

Family Incentives

Family incentives are positive reinforcements to reward participation without a need involved. Evidence of meeting hours, attendance, and participation requirements must be documented via valid methods used for performance validation according to DHS and/or using other CPWDC approved documentation methods for the month Family Incentives are being awarded prior to awarding a monthly Family Incentive.

Credentialing Incentives

The diploma, certificate, or referral to KEYS must be documented in the case file and properly data entered into CWDS prior to awarding an incentive.

Retention Incentives

Evidence of meeting Retention must be documented via valid methods used for performance validation according to DHS. Documentation must be received timely, i.e. the timelines set by DHS to submit documentation in order to both complete data entry each month and to meet Retention for performance at 6 and 12 months. Per the current EARN Manual, the unsubsidized work activity must be entered by the 15th of the month after the month of participation. Attendance hours must be entered/updated by the last day of the month, two months after the month of participation; e.g., July hours must be entered by September 30. The activity end date must be entered by the last day of the month after the month of participation. EARN participants must provide valid documentation of their employment for the month by the end of the month after participation to be considered timely and eligible for a Retention Incentive.

This policy is not all inclusive and additional requests based on need may be considered on an individual basis.

Summary of Personnel Manual Changes

Approved by Executive Committee February 12, 2021

Equal Opportunity Policy

- Added Attachment III: CPWDC Employee Equal Opportunity Discrimination Complaint Procedures outlining the procedural options that staff can take to file a discrimination complaint in compliance with the Workforce Innovation and Opportunity Act.

Sexual & Other Unlawful Harassment Policy

- Updated language so staff know they can file a complaint directly with a manager, Executive Director, the Equal Opportunity Officer, or follow the procedures outlined in Attachment III CPWDC Employee Equal Opportunity Complaint Procedures.
- Added a section for Other Unlawful Harassment which includes the following examples of this type of harassment:

Other unlawful harassing conduct in the workplace, whether committed by managers or non-managerial personnel, is prohibited. Such conduct includes but is not limited to:

1. Offensive jokes, slurs, epithets or name calling;
 2. Physical assaults or threats, intimidation, ridicule or mockery;
 3. Offensive objects or pictures; and
 4. Interference with work performance.
- Added a False Accusations Section with the following language:
If it is found that the complainant falsely, knowingly and/or maliciously accused another of discrimination or harassment, the complainant may be subject to appropriate corrective action. Because we do not wish to discourage sincere complaints, such action will only be taken if there is clear and convincing evidence that there has been a knowingly false and/or malicious accusation.

Holidays

- Added Martin Luther King Jr. Day as a paid holiday

Monitoring Update

December 2020 through February 2021

Advance Central PA staff conducts regular monitoring of its subrecipients and overall PA CareerLink® operations. The monitoring/oversight process includes: onsite visits to review records and observe operations; desk reviews of files, reports and statistics; reviews of training providers' financial and progress reports; interviews with appropriate staff and participants; and reviews of subrecipient fiscal practices.* All contacts and reports are documented. When written corrective action plans are required, they may be submitted for committee approval. Complete monitoring reports are available to the appropriate WDB member or committee for review.

**Monitoring and oversight have been conducted remotely since mid-March 2020.*

Following are brief summaries of monitoring conducted by CPWDC between December 2020 and February 2021.

ON-THE-JOB TRAINING (OJT) CONTRACT MONITORING

Staff completed a desk review of eight (8) new contracts submitted for approval for begin dates between December 2020 and February 2021; each of contracts were approved for funding. In addition, staff completed desk reviews for the ten (10) other open OJT contracts and one (1) Trade funded OJT to monitor for risks, quality of services provided, and adherence to the training plan and fiscal requirements; technical assistance was provided to the subcontractors as needed.

TRAINING PROVIDER MONITORING

Approval of Training Programs for Funding

Before a PA CareerLink® customer may receive funding assistance for classroom training, the chosen programs or courses must be approved by Advance Central PA and then the PA Department of Labor and Industry. Each program year, training providers must re-post all programs and adhere to strict guidelines regarding high priority occupations and detailed course descriptions. All schools must submit data from each course from prior years that, when matched with wage records of past students, produce employment and wage outcomes that meet state mandated levels. This annual submission of training programs for approval ensures PA CareerLink® customers are getting reliable course information and occupational outcomes before obtaining training services. It also ensures prudent use of WIOA funds at the state and local levels.

- Staff continue to review applications as they are received and provide technical assistance to training providers as needed. A total of 125 program offerings have been approved by both CPWDC and the state to date. Applications may be submitted at any time during the year.

IN-SCHOOL YOUTH (ISY) MONITORING

Staff conducted a monitoring of Central Susquehanna Opportunities, Inc.'s (CSO) In-School Youth operations. The desk review began in January 2021 and concluded in March. It included a comprehensive review of 24 hard copy case files and analysis of data on the system of record. A report is forthcoming.

IN-SCHOOL YOUTH (ISY) MONITORING – CAMP STEAM 2020

Staff observed Central Susquehanna Opportunities, Inc.'s (CSO) virtual Camp STEAM (Science, Technology, Arts and Math) sessions for WIOA and TANF youth this summer. A report was issued December 29, 2020 with three required actions and seven recommendations to improve service delivery. Staff acknowledged within the report that this was a new virtual service delivery model, therefore it is expected there will be room for improvement and commended CSO for quickly adapting Camp STEAM to a safe virtual model. CSO responded with a corrective action plan on January 29, 2021. Staff accepted CSO's response in a letter dated March 8, 2021, noting additional expectations for one of the corrective action plans and one of the plans in response to a recommendation.

PA CAREERLINK® MONITORING

Staff conducted a desk review of the PA CareerLink® Lycoming County and PA CareerLink® Clinton County in September and October 2020 to interview staff and review evidence of partnership and compliance with operations. In addition, staff visited the PA CareerLink® Clinton County to monitor the newly expanded space for compliance with the Americans with Disabilities Act and compliance with Office of Equal Opportunity requirements. A report is forthcoming.

PENNSYLVANIA DEPARTMENT OF LABOR & INDUSTRY/BUREAU OF WORKFORCE DEVELOPMENT ADMINISTRATION (BWDA) MONITORING

• PROCUREMENT AND SUBCONTRACTS

BWDA conducted a remote monitoring of compliance with WIOA, the Uniform Administrative Guidance, and L&I's Financial Management Policy. Staff submitted all requested contracts, modifications, and documentation of Committee and WDB actions as requested in October.

• POLICIES, AGREEMENTS, AND SERVICE DELIVERY

BWDA conducted a remote monitoring of program year 2020 Workforce Development Board compliance with WIOA, the Uniform Administrative Guidance, and L&I's Financial Management Policy. Staff submitted documentation including Bylaws, agreements, MOU/Operating Budget, and oversight policies in December 2020.

• SUNSHINE ACT COMPLIANCE

BWDA conducted a remote monitoring of open meetings and public notice in accordance with the PA Sunshine Act. Staff submitted requested documentation in January 2021.

• PY 2020 FISCAL INTEGRITY, AUDITS, LOCAL MONITORING, ONE-STOP OPERATOR, AND CASE FILE REVIEW

BWDA is currently conducting a monitoring covering fiscal integrity and audits, local monitoring, One-Stop operator, and review of case files. Staff is gathering the information being requested for submittal at the end of March 2021.

• RANDOM SAMPLE AUDIT REQUEST

BWDA is performing a compliance monitoring on a random sampling of expenses entered in December 2020. Staff is pulling the supporting documentation related to the expenses for electronic submittal by March 26, 2021.

PENNSYLVANIA DEPARTMENT OF HUMAN SERVICES (DHS) MONITORING OF CPWDC EARN PROGRAM

DHS conducted a remote monitoring of EARN program oversight and subcontractor service delivery including review of a monitoring tool completed by staff in November 2020, a case record review of 25 EARN participants, timeliness and accuracy of data entry, compliance with confidentiality, and performance. DHS provided a comprehensive report of findings February 12, 2021. There are no corrective actions required.

PENNSYLVANIA DEPARTMENT OF LABOR & INDUSTRY/OFFICE OF EQUAL OPPORTUNITY (OEO) MONITORING OF CPWDC EQUAL OPPORTUNITY COMPLIANCE

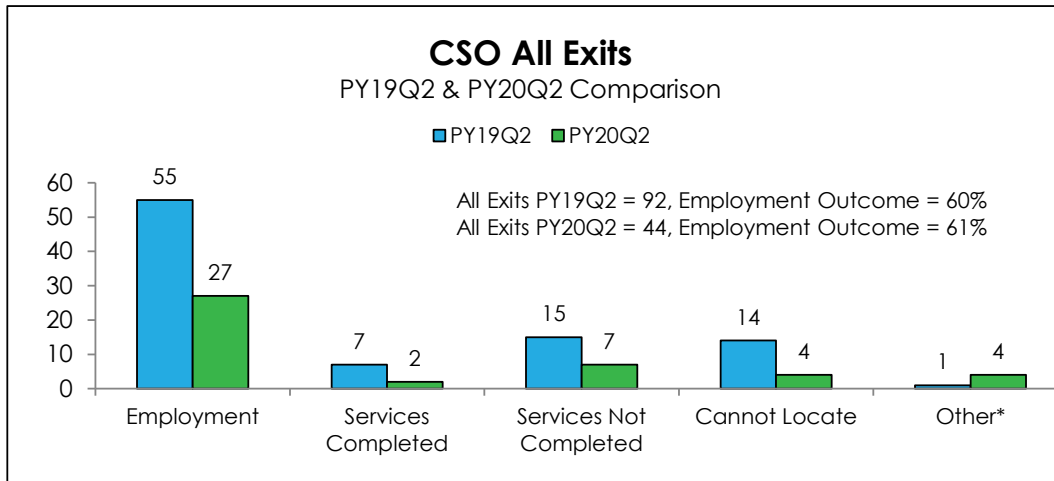
The OEO conducted a remote monitoring beginning with staff submittal of a comprehensive survey in October 2020 to determine whether services are provided in accordance with the equal opportunity and nondiscrimination requirements according to federal legislation and Commonwealth expectations. Based on preliminary findings, Advance Central PA was required to make adjustments that include editing the Personnel Manual to clearly outline how to file a discrimination complaint and

implementation of a schedule of monthly EO trainings for PA CareerLink® staff. A final review was completed in January 2021 and Advance Central PA was found to be compliant.

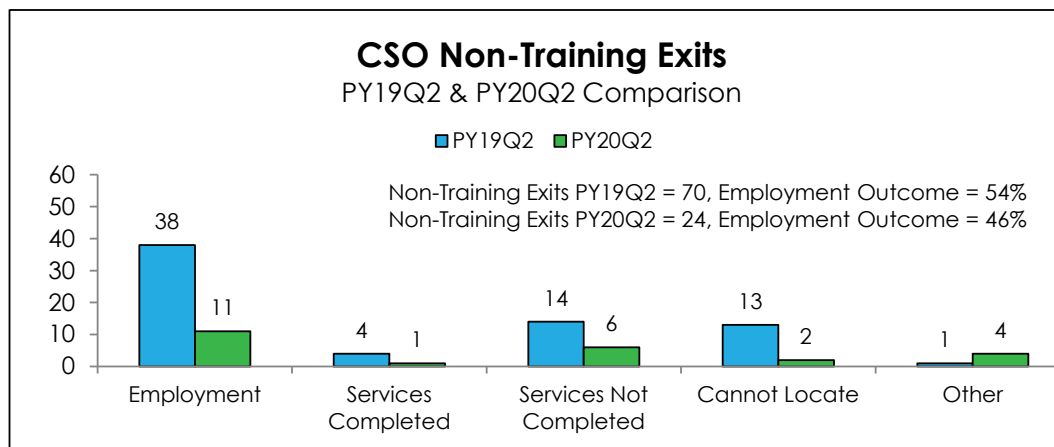
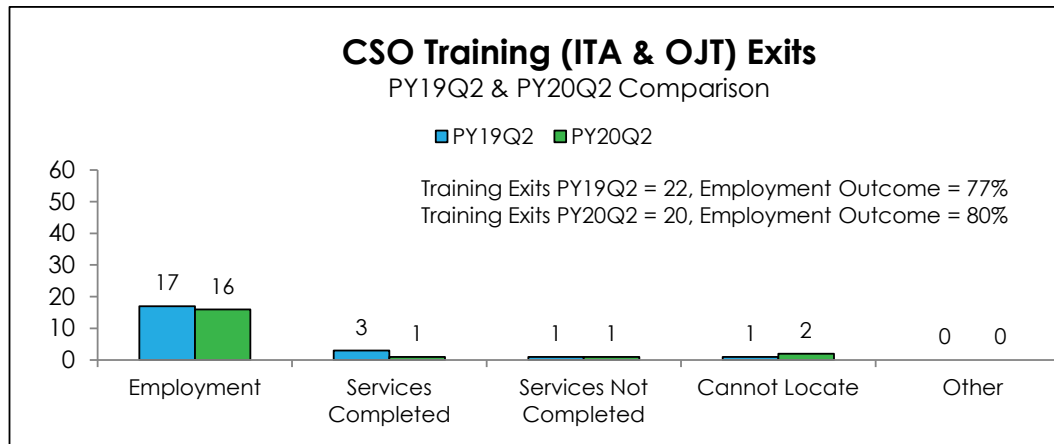
Adult/Dislocated Worker Outcomes Report PY19Q2 and PY20Q2 Comparison

October 1, 2019 - December 31, 2019 & October 1, 2020 - December 31, 2020

Central Susquehanna Opportunities, Inc.



Breakdown between Adult and Dislocated Worker Participants based on accessing ITA (individual training account for classroom training) and/or OJT or not.



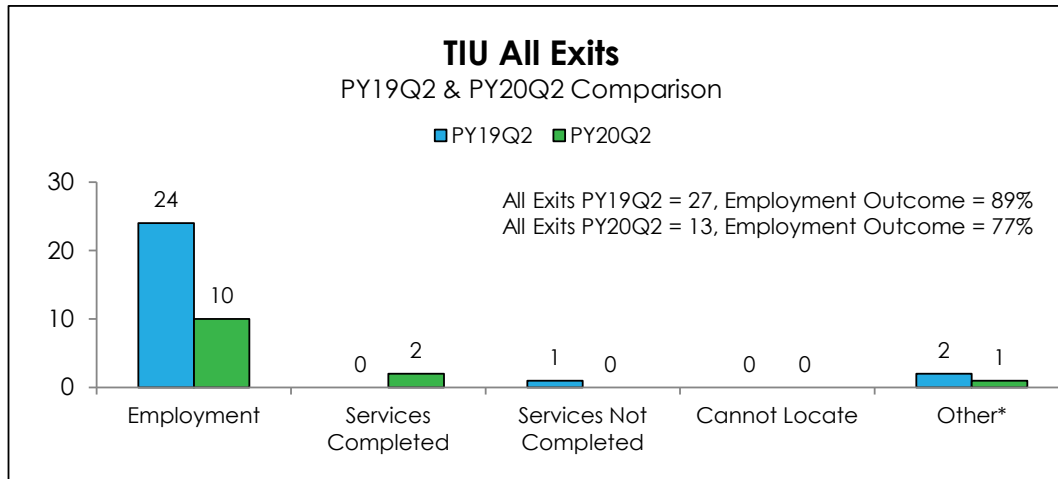
Other* PY19Q2: Health, Medical (1)
(applies to All Exits) PY20Q2: Health, Medical (4)

Adult/Dislocated Worker Outcomes Report

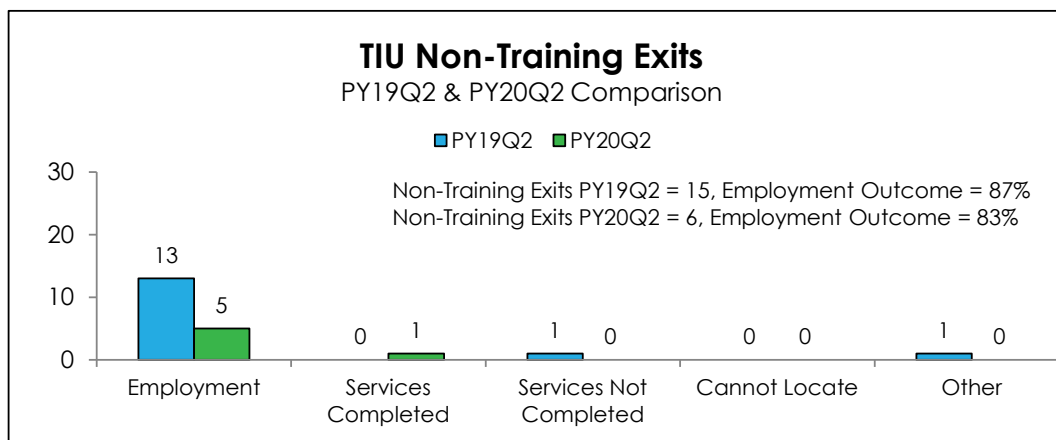
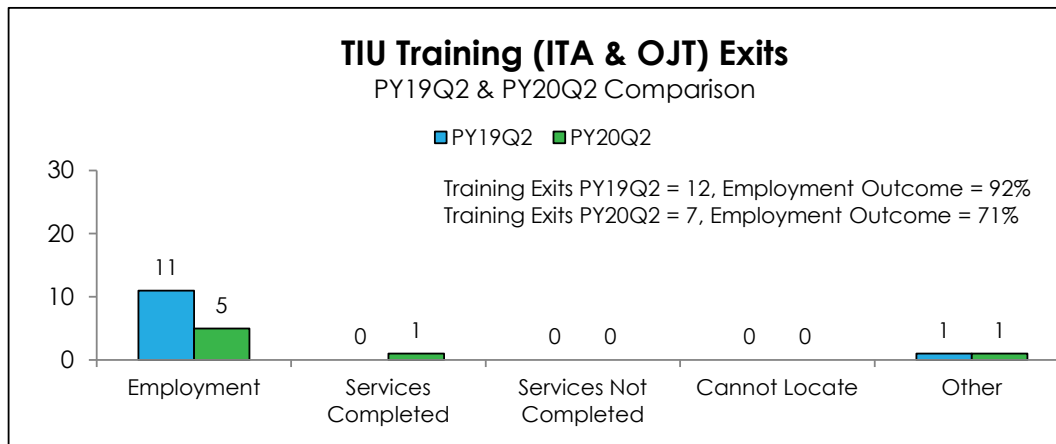
PY19Q2 and PY20Q2 Comparison

October 1, 2019 - December 31, 2019 & October 1, 2020 - December 31, 2020

Tuscarora Intermediate Unit 11



Breakdown between Adult and Dislocated Worker Participants based on accessing ITA (individual training account for classroom training) and/or OJT or not.



Other* PY19Q2: Health, Medical (2)
(applies to All Exits) PY20Q2: Health, Medical (1)

Local Elected Official Board Action Items

March 17, 2021

1. Motion to approve the minutes from the December 16, 2020 joint WDB/LEO Board meeting.

Motion:

Second:

Fiscal Year 2021 Competitive Funding Portfolio As of March 17, 2021

GRANTS CARRIED OVER FROM FY20

Program/Project Name & Funding Information	Funding Available	Grant Objectives
Strategic Innovation Grant (2018/2019) PA Dept. of Labor & Industry April 1, 2018 – September 30, 2019 (Extended through January 31, 2021)	\$135,240	<ul style="list-style-type: none"> Maintain the regional Path to Careers website being developed to engage business, schools, and students to promote work-based learning activities and career pathways. Develop a professional website showcasing the region's PA CareerLink® offices and enhancing engagement opportunities with businesses. Update CPWDC's branding and CPWDC's website. Develop professional outreach materials based on updated branding.
National Health Emergency Dislocated Worker Demonstration Grants to Address the Opioid Crisis Grant submitted by PA Dept. of Labor & Industry US Dept. of Labor June 1, 2018 – June 30, 2020 (Extended through June 30, 2021)	\$1,183,845 (as part of \$4,997,287 PA grant)	<ul style="list-style-type: none"> Help individuals affected by the opioid crisis to gain employment so they can successfully transition back into the community without relapse by providing case management and expanding access to treatment and training opportunities. CPWDC will work with regional health care providers to increase screening opportunities that identify individuals addicted to opioids or who have a high risk of becoming addicted. Using these screening opportunities, trained professionals can intervene before addiction starts or before more severe consequences occur. The project will support a "Recovery Friendly Workplace Initiative" to empower workplaces to provide support for employees recovering from substance abuse.
Apprenticeship Expansion Grant (2019/2020) PA Dept. of Labor & Industry February 2019 – January 31, 2021 (Extended through June 30, 2021)	\$30,453	<ul style="list-style-type: none"> Increase the number of training institutions providing the contextual classroom training for apprenticeship programs. Increase the number of companies participating in registered apprenticeship programs. Increase the number of young adults and school districts participating in pre-apprenticeship programs. Increase the number of adults participating in registered apprenticeship programs
Business – Education Partnership Grant (2019/2020) PA Dept. of Labor & Industry January 1, 2019 – June 30, 2020 (Extended through March 31, 2021)	\$104,200	<ul style="list-style-type: none"> Support at least 3,300 students and 125 teachers in workplace events exposing them to the career pathways with local companies. Host Parent "Pathways" Awareness Nights to expose 300 parents to the career and training opportunities available for them and their children. Create 5 new videos that promote local career pathways and host them on www.pathtocareers.org. Invest in soft skills training for integration into K-12 curriculum to help address industry challenges of finding workers with foundational skills. Coordinate Career Tree® event for businesses and educators to kick off implementation across Central PA school districts.

Program/Project Name & Funding Information	Funding Available	Grant Objectives
PASmart Next Generation Sector Partnerships (2019/2020) PA Dept. of Labor & Industry January 1, 2019 – June 30, 2020 (Extended through June 30, 2021)	\$223,300	<ul style="list-style-type: none"> • Supports the Central Region's Next Generation Sector Partnerships including continued growth of the Manufacturing partnership and a re-launch of the Healthcare partnership. • Next Generation Sector Partnerships are employer-led with support and follow-up from workforce development, economic development, education, organized labor and community organizations to address sector defined needs to compete and thrive in the Central Region. • Funding for both partnerships includes incumbent worker training that requires a 50% match from employer.
Teacher in the Workplace (2019/2020) PA Dept. of Labor & Industry April 1, 2019 – June 30, 2020 (Extended through April 30, 2021)	\$125,362	<ul style="list-style-type: none"> • CPWDC is the lead applicant and will serve as the fiscal agent and project manager on four separate grants in collaboration with: BLaST Intermediate Unit 17/Aramark, Central Susquehanna Intermediate Unit, Central Columbia School District, and the Williamsport Area School District. • Provide educators with job shadowing experiences, exposing them to the opportunities with local businesses and to understand directly from business leaders what skills are needed for students to succeed in the workplace. • Connect the skills needed in the workforce to the skills taught in the classroom by increasing the number of new lesson plans, curriculum, and ancillary materials aligned with business requirements and insights learned as a result of business visits. • Implement career pathways strategies and an online training tool to support educators in doing so. • Expand and develop the Chapter 339 Plan and Career Readiness Indicators for grades K-12. • Coordinate Career Tree® event for businesses and educators to kick off implementation across Central PA school districts.
Business Education Partnership Grant PA Dept. of Labor & Industry January 1, 2020 – June 30, 2021	\$121,080	<ul style="list-style-type: none"> • Support at least 3,425 students and 130 teachers in workplace events including a minimum of 75 businesses. • Host 8 Parent Pathways Nights for 1,200 parent and student nights providing information on local career and training opportunities available. • Support year long mentoring for 30 students and their mentors. • Increase awareness for students and parents local career opportunities and decreased employer fatigue in responding to school requests for career exploration activities using PathToCareers.org.
State/Local Internship Program (SLIP) Grant PA Dept. of Labor & Industry May 1, 2020 – August 28, 2020 (Extended through October 30, 2020)	\$306,638 (35% business match is required)	<ul style="list-style-type: none"> • Through the SLIP grant, 65 of the proposed 77 individuals aged 16-24 had the opportunity to gain fulfilling work experience while also gaining career awareness, soft skills, and exposure to the PA CareerLink® network through a summer internship. • Intern wages ranged from \$10.35 to \$21 per hour. • 25 of the proposed 33 local businesses participated

NEW GRANTS SECURED

Program/Project Name & Funding Information	Funding Available	Grant Objectives
COVID-19 Disaster Recovery National Dislocated Worker Grant US Department of Labor May 1, 2020 – June 30, 2021	\$156,065	<ul style="list-style-type: none"> Supports the PA CareerLink® network's re-opening by funding security, janitorial, and additional staff to manage customer flow and crowds, and provide basic career services while assuring staff and customer safety. <p>Note: Funds can only be used to hire temporary workers that are WIOA Dislocated Worker eligible and can remain in the position no longer than 12 months. None of the security guards hired qualified for this funding.</p>
CARES Act Grants Federal CARES Act funds March 1, 2020 – December 30, 2020	\$10,000- Clinton County \$10,000- Lycoming County \$5,000- Montour County \$ 7,738.66- Northumberland County \$3,142.36- Snyder County \$15,000- Union County	<ul style="list-style-type: none"> Each county administers their own CARES Act funds with a different set of requirements for requesting funds, reporting expenditures, and eligibility for award. CPWDC successfully received the listed awards to offset a portion of PA CareerLink® COVID-19 related expenses throughout the region. CPWDC did not submit a separate request to the following counties: Columbia, Centre, and Mifflin. The award received from Union County also includes funds to offset CPWDC's COVID-19 related operating expenses.
PAsmart Growing Registered Apprenticeships and Pre-Apprenticeships in Pennsylvania Grant PA Dept. of Labor & Industry June 30, 2022	\$250,000	Support and expand a Registered Apprenticeship for CNC Machining and implement a consortium model pre-apprenticeship program within the career & technical education departments at local school districts in order to: <ul style="list-style-type: none"> Enroll 59 non-traditional pre-apprentices. Enroll 15 non-traditional Registered Apprentices. Increase the number of businesses in the local Registered Apprenticeship for CNC Machining program.
Appalachian Regional Commission Partnership for Opportunity and Workforce and Economic Revitalization (POWER) Initiative Appalachian Regional Commission October 2020- September 2023	\$1,018,500	CPWDC in partnership with Geisinger and SEDA-COG will provide solutions to address the opioid crisis in Central PA. <ul style="list-style-type: none"> Expand access to treatment services by connecting individuals impacted by opioid using telemedicine. Referral of patients to CPWDC's Reboot program initiated via the National Dislocated Worker Grant to Address the Opioid Crisis. Connect individuals in recovery to businesses who are "Recovery Friendly" as identified by the PA CareerLink® Business Service Team and SEDA-COG. Educate businesses and increase "Recovery Friendly" statuses.
Engage! PA Dept. of Community and Economic Development July 1, 2020 – June 30, 2021	\$13,600 (as part of larger grant submitted by SEDA-COG)	<ul style="list-style-type: none"> Develop strong and regular interaction with specific companies as part of a statewide business retention and expansion program designed to help companies identify their needs and then match them with resources to help address challenges so they are competitive and successful in the local region. This is the 3rd year of the program.

Program/Project Name & Funding Information	Funding Available	Grant Objectives
COVID-19 Common Application First Community Foundation Partnership of PA; Degenstein Foundation, Greater Susquehanna Valley United Way	\$10,000	<ul style="list-style-type: none"> Targeted to economic development entities, SEDA-COG submitted a grant proposal on behalf of the Central PREP Region. As a partner in the grant, CPWDC and TIU business services staff will conduct interviews of C-Suite executives from and host 2 Business Forums for a minimum of 10 companies each to discuss companies' needs and match them with solutions for economic stability and/or growth.
	(Original request: \$50,000)	<ul style="list-style-type: none"> CPWDC applied on behalf of applicable PA CareerLink® offices in Williamsport, Sunbury, and Bloomsburg and received an unrestricted award from the Degenstein Foundation. <p>Original Proposal:</p> <ul style="list-style-type: none"> Purchase 80 laptops for jobseeker participants so they can access workforce and training services remotely; Purchase 12 laptops for the PA CareerLink® offices to setup Zoom interview rooms and to allow staff to meet with customers out in the community; Purchase 5 HEPA filter air scrubbers for public areas; and Purchase PPE and cleaning supplies.

FUNDING SOURCES BEING EXPLORED

Funding Source/Grant Name	Submission Deadline	Funding Range/ Grant Details
PA Dept. of Labor & Industry Schools-To-Work Program	April 14, 2021	\$2.6 million is available for awards up to \$250,000 to create learning opportunities for participating students, including classroom training, workplace visits, internships, apprenticeships, mentorships, employment opportunities, special education transition, Capstone Cooperative Education, job shadowing or externships.
PA Dept. of Labor and Industry WIOA Statewide Activity Projects	March 26, 2021	Plan to request funds to purchase a Zoom license and Constant Contact license for Advance Central PA and the PA CareerLink® and funds for laptops with cameras for customers to use within the PA CareerLink® providing access to virtual interviews with potential employers, etc.
PA Dept. of Labor & Industry Near Completers Grant	TBD	Approximately \$7 million will be available, Each Near Completers program will connect job seekers with prior but incomplete learning experiences and skills to institutes of high education, community agencies and employers to help them rapid gain the credentials they need to qualify to work in a high-priority occupation

County Unemployment Rates December 2020 (Lowest to Highest)

Rank	County	Unemployment Rate
1	Adams County	4.4%
2	Chester County	4.6%
2	Perry County	4.6%
4	Centre County	4.8%
4	Cumberland County	4.8%
6	Lancaster County	4.9%
7	Montour County	5.0%
8	Snyder County	5.1%
8	Susquehanna County	5.1%
8	Union County	5.1%
11	Franklin County	5.2%
12	Juniata County	5.3%
13	Montgomery County	5.5%
13	York County	5.5%
15	Bradford County	5.6%
16	Bucks County	5.7%
16	Lebanon County	5.7%
18	Columbia County	5.8%
19	Butler County	5.9%
20	Bedford County	6.1%
20	Fulton County	6.1%
22	Clarion County	6.2%
22	Jefferson County	6.2%
22	Northampton County	6.2%
25	Warren County	6.3%
26	Berks County	6.4%
26	Blair County	6.4%
26	Dauphin County	6.4%
29	Delaware County	6.5%
29	Sullivan County	6.5%
29	Wyoming County	6.5%
32	Clearfield County	6.6%
32	Clinton County	6.6%
32	Wayne County	6.6%

Rank	County	Unemployment Rate
35	Allegheny County	6.7%
35	Indiana County	6.7%
35	Northumberland County	6.7%
35	Tioga County	6.7%
35	Westmoreland County	6.7%
40	Carbon County	6.8%
40	Lehigh County	6.8%
40	Potter County	6.8%
40	Schuylkill County	6.8%
44	McKean County	6.9%
44	Somerset County	6.9%
46	Crawford County	7.0%
46	Mifflin County	7.0%
48	Cambria County	7.1%
48	Lycoming County	7.1%
48	Venango County	7.1%
48	Washington County	7.1%
52	Armstrong County	7.2%
52	Elk County	7.2%
54	Greene County	7.3%
54	Lackawanna County	7.3%
54	Pike County	7.3%
57	Huntingdon County	7.4%
58	Beaver County	7.6%
59	Erie County	7.7%
59	Forest County	7.7%
61	Cameron County	7.8%
61	Lawrence County	7.8%
63	Mercer County	8.0%
64	Monroe County	8.1%
65	Luzerne County	8.5%
66	Fayette County	8.6%
67	Philadelphia County	9.7%

For Comparison Purposes

Pennsylvania

6.7%

United States

6.5%

Preliminary December 2020 seasonally adjusted data provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry (February 2021). CWIA is not liable for the content as presented nor does CWIA necessarily endorse the statements made herein.

Workforce Development Area Unemployment Rates December 2020 (Lowest to Highest)

Rank	Workforce Development Area	Unemployment Rate
1	Chester County WDA	4.6%
2	Lancaster County WDA	4.9%
3	Montgomery County WDA	5.5%
3	South Central WDA	5.5%
5	Bucks County WDA	5.7%
6	Central WDA	5.9%
6	Northern Tier WDA	5.9%
8	Berks County WDA	6.4%
8	Tri-County WDA	6.4%
10	Delaware County WDA	6.5%
10	Lehigh Valley WDA	6.5%
12	North Central WDA	6.7%
12	Three Rivers WDA	6.7%
14	Southern Alleghenies WDA	6.8%
15	Westmoreland and Fayette Counties WDA	7.2%
16	Lackawanna County WDA	7.3%
16	Southwest Corner WDA	7.3%
18	Northwest WDA	7.4%
19	Pocono Counties WDA	7.5%
20	West Central WDA	7.9%
21	Luzerne-Schuylkill Counties WDA	8.0%
22	Philadelphia County WDA	9.7%
For Comparison Purposes		
	Pennsylvania	6.7%
	United States	6.5%

Preliminary December 2020 seasonally adjusted data provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry (February 2021). CWIA is not liable for the content as presented nor does CWIA necessarily endorse the statements made herein.

Central PA Monthly Initial Claims													
Geography	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21
Centre County	690	450	5,000	5,700	2,510	1,370	1,190	970	660	740	990	1,930	1,460
Clinton County	350	230	1,690	1,950	610	440	440	280	280	280	490	790	510
Columbia County	760	410	3,240	3,880	1,150	1,050	840	520	470	450	720	1,380	990
Lycoming County	1,220	810	5,370	6,710	1,990	1,780	1,360	1,000	930	940	1,200	2,270	1,650
Mifflin County	520	310	2,160	2,570	1,040	720	990	720	670	570	860	1,050	690
Montour County	110	50	650	770	220	170	150	90	90	90	120	260	160
Northumberland County	1,110	610	4,600	5,350	1,560	1,540	1,280	900	720	710	1,150	1,930	1,410
Snyder County	500	240	2,330	2,490	620	480	530	230	230	270	530	1,070	670
Union County	400	190	1,920	1,900	530	480	360	250	240	180	310	740	500
Central PA	5,660	3,300	26,960	31,320	10,230	8,030	7,140	4,960	4,290	4,230	6,370	11,420	8,040

Note: This report does not include federal or military claims (UCFE/UCX). May not match claim amounts reported elsewhere due to rounding.

Initial Claims include all applications for a determination of entitlement to unemployment insurance benefits. (New, Additional, & Transitional)

New Claims are the first applications for a determination of entitlement to unemployment insurance benefits made by an individual in a claim year.

Additional Claims are any application for unemployment insurance benefits for a new period of unemployment within a benefit year after a break in benefits of at least one week due to employment.

Transitional Claims are a claim filed to request a determination of eligibility and establishment of a new benefit year having an effective date within the 7-day period immediately following the benefit year ending date and a week for which period immediately following the benefit year ending date and a week for which compensation or waiting period credit was claimed.

Source: Center for Workforce Information & Analysis

Source Data Updated: 02/10/2021

Central PA Monthly Initial Claims by Industry - January 2021 (Current)

Geography	Natural Resources and Mining	Construction	Manufacturing	Trade, Transportation, and Utilities	Information	Financial Activities	Professional and Business Services	Education and Health Services	Leisure and Hospitality	Other Services	Government	Industry Not Available	Jan-21
Centre County	14	253	76	185	7	32	164	352	249	35	19	74	1,460
Clinton County	21	120	76	69	0	5	29	71	62	18	15	25	510
Columbia County	6	197	269	123	7	10	84	97	125	16	9	47	990
Lycoming County	46	360	332	217	5	16	179	173	183	52	22	66	1,650
Mifflin County	2	170	165	74	3	4	61	99	61	7	10	33	690
Montour County	2	17	35	20	2	1	15	21	27	7	4	7	160
Northumberland County	33	211	301	212	8	15	91	168	234	29	13	93	1,410
Snyder County	34	131	200	90	1	6	36	71	70	10	7	13	670
Union County	12	58	151	75	1	5	33	46	83	14	0	21	500
Central PA	170	1,518	1,604	1,065	34	94	692	1,100	1,096	188	99	379	8,040

Central PA Monthly Initial Claims by Industry - January 2020 (Previous Year)

Geography	Natural Resources and Mining	Construction	Manufacturing	Trade, Transportation, and Utilities	Information	Financial Activities	Professional and Business Services	Education and Health Services	Leisure and Hospitality	Other Services	Government	Industry Not Available	Jan-20
Centre County	15	239	56	80	1	6	125	33	31	3	7	94	690
Clinton County	20	120	36	46	0	1	44	13	19	1	12	37	350
Columbia County	20	209	224	65	3	2	43	36	60	13	4	81	760
Lycoming County	41	396	243	132	2	12	123	60	45	20	10	135	1,220
Mifflin County	1	172	115	54	0	5	61	29	20	3	5	56	520
Montour County	4	17	44	8	0	1	7	8	8	0	1	13	110
Northumberland County	41	236	342	113	1	5	62	45	125	8	10	121	1,110
Snyder County	36	115	156	31	0	2	25	17	18	5	2	93	500
Union County	8	44	193	43	0	3	24	12	33	3	2	34	400
Central PA	186	1,547	1,408	572	7	37	515	253	360	56	53	665	5,660

Note: This report does not include federal or military claims (UCFE/UCX). May not match claim amounts reported elsewhere due to rounding.

Initial Claims include all applications for a determination of entitlement to unemployment insurance benefits. (New, Additional, & Transitional)

New Claims are the first applications for a determination of entitlement to unemployment insurance benefits made by an individual in a claim year.

Additional Claims are any application for unemployment insurance benefits for a new period of unemployment within a benefit year after a break in benefits of at least one week due to employment.

Transitional Claims are a claim filed to request a determination of eligibility and establishment of a new benefit year having an effective date within the 7-day period immediately following the benefit year ending date and a week for which period immediately following the benefit year ending date and a week for which compensation or waiting period credit was claimed.

Source: Center for Workforce Information & Analysis

Source Data Updated: 02/10/2021

Central PA Monthly Continued Weeks Claimed													
Geography	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21
Centre County	4,130	3,990	6,870	30,800	33,510	24,240	20,770	17,560	11,440	7,680	8,640	10,310	12,770
Clinton County	2,780	2,590	3,440	11,200	11,350	7,210	6,520	6,040	4,390	3,050	3,960	4,380	5,180
Columbia County	4,660	3,790	5,470	20,910	22,270	13,670	11,980	11,230	7,670	5,380	5,970	7,040	8,710
Lycoming County	7,430	7,140	10,450	36,630	37,990	25,540	21,810	22,200	15,820	11,460	13,010	14,150	16,210
Mifflin County	2,630	2,550	3,820	13,950	13,740	8,580	7,800	8,190	6,410	4,160	5,330	5,750	6,130
Montour County	710	570	900	4,090	4,300	2,720	2,300	2,220	1,470	1,040	1,260	1,480	1,710
Northumberland County	6,540	5,810	8,160	29,840	31,300	20,170	17,170	17,320	12,460	8,950	10,140	10,930	12,460
Snyder County	2,710	2,170	3,130	14,920	13,330	6,990	6,280	5,430	3,380	2,370	2,910	4,160	4,730
Union County	1,860	1,400	2,270	11,580	10,780	6,850	5,780	5,510	3,660	2,370	2,620	3,460	3,930
Central PA	33,450	30,010	44,510	173,920	178,570	115,970	100,410	95,700	66,700	46,460	53,840	61,660	71,830

Note: This report does not include federal or military claims (UCFE/UCX). May not match claim amounts reported elsewhere due to rounding.

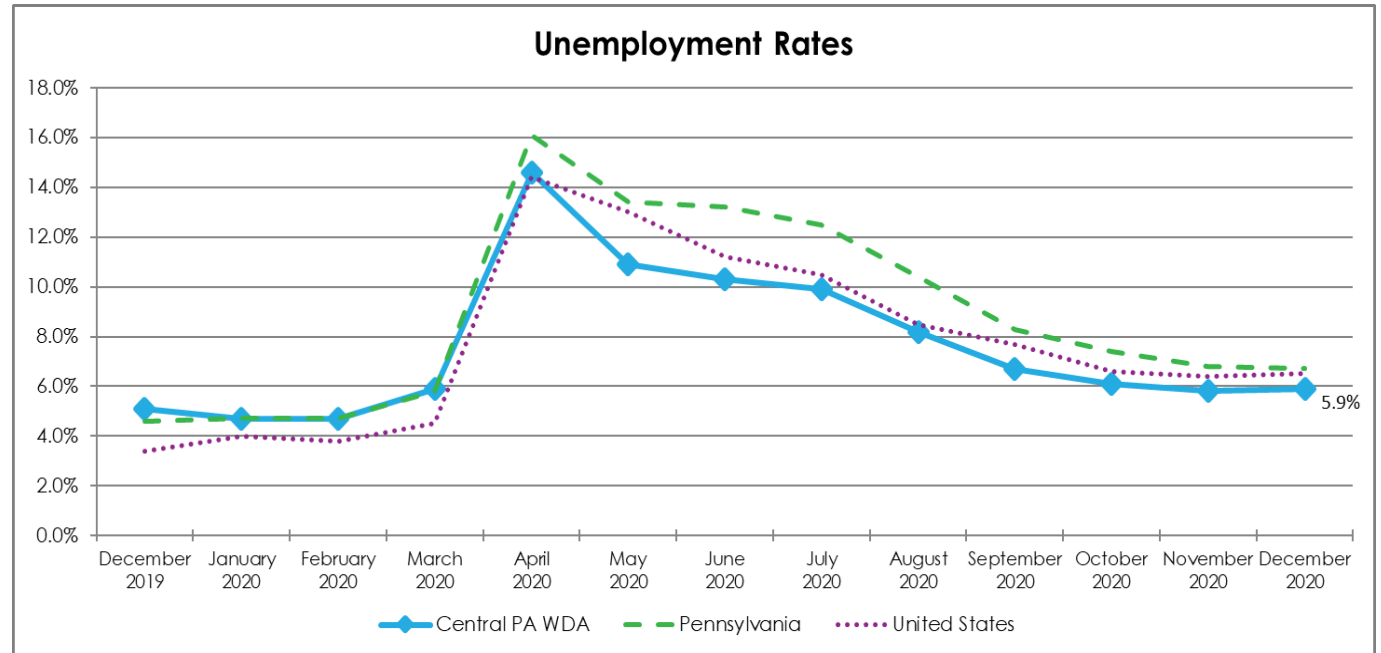
Continued Weeks Claimed is a count of claimant's weekly certification of eligibility for unemployment insurance during a claim series.

Note: Individuals may have filed multiple weekly continued claims in the same month (i.e., there may be duplicates)

Source: Center for Workforce Information & Analysis

Source Data Updated: 02/10/2021

Unemployment Rates			
	December 2020	Monthly Change	Annual Change
Centre	4.8%	↑	↑
Clinton	6.6%	↓	↑
Columbia	5.8%	↓	↑
Lycoming	7.1%	↑	↑
Mifflin	7.0%	↑	↑
Montour	5.0%	↑	↑
Northumberland	6.7%	↓	↑
Snyder	5.1%	↑	↓
Union	5.1%	↑	↑
Central PA WDA	5.9%	↑	↑
Pennsylvania	6.7%	↓	↑
United States	6.5%	↑	↑



	December 2020	November 2020	Monthly Change	December 2019	Annual Change
Central PA WDA					
Labor Force	287,300	287,800	↓	305,600	-18,300
Employed	270,300	271,200	↓	290,100	-19,800
Unemployed	17,000	16,600	↑	15,500	1,500
Unemployment Rate	5.9%	5.8%	↑	5.1%	0.8%
Pennsylvania					
Labor Force	6,283,000	6,298,000	↓	6,538,000	-255,000
Employed	5,864,000	5,871,000	↓	6,235,000	-371,000
Unemployed	420,000	427,000	↓	303,000	117,000
Unemployment Rate	6.7%	6.8%	↓	4.6%	2.1%
United States					
Labor Force	160,017,000	160,468,000	↓	164,007,000	-3,990,000
Employed	149,613,000	150,203,000	↓	158,504,000	-8,891,000
Unemployed	10,404,000	10,264,000	↑	5,503,000	4,901,000
Unemployment Rate	6.5%	6.4%	↑	3.4%	3.1%

Central Pennsylvania Labor Market Status Report -- December 2020

Civilian Labor Force:

change since last...	month	year
Central PA WDA	↓	↓
Pennsylvania	↓	↓
United States	↓	↓

Employed Population:

change since last...	month	year
Central PA WDA	↓	↓
Pennsylvania	↓	↓
United States	↓	↓

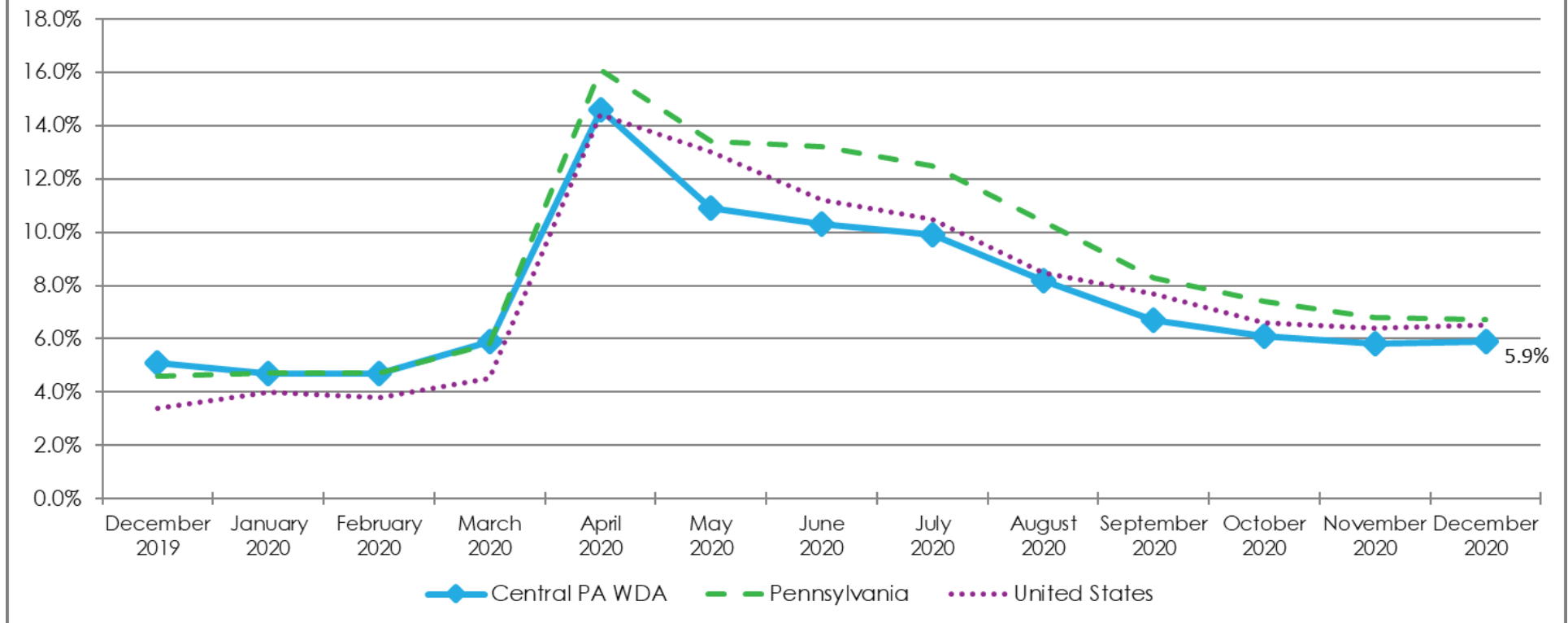
Unemployed Population:

change since last...	month	year
Central PA WDA	↑	↑
Pennsylvania	↓	↑
United States	↑	↑

Unemployment Rate:

change since last...	month	year
Central PA WDA	↑	↑
Pennsylvania	↓	↑
United States	↑	↑

Unemployment Rates



Preliminary December 2020 seasonally adjusted data (downloaded February 2021)
 Provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry.
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Civilian Labor Force

Centre County	74,600
Clinton County	17,700
Columbia County	33,000
Lycoming County	52,200
Mifflin County	21,000
Montour County	9,000
Northumberland County	42,000
Snyder County	19,600
Union County	19,200

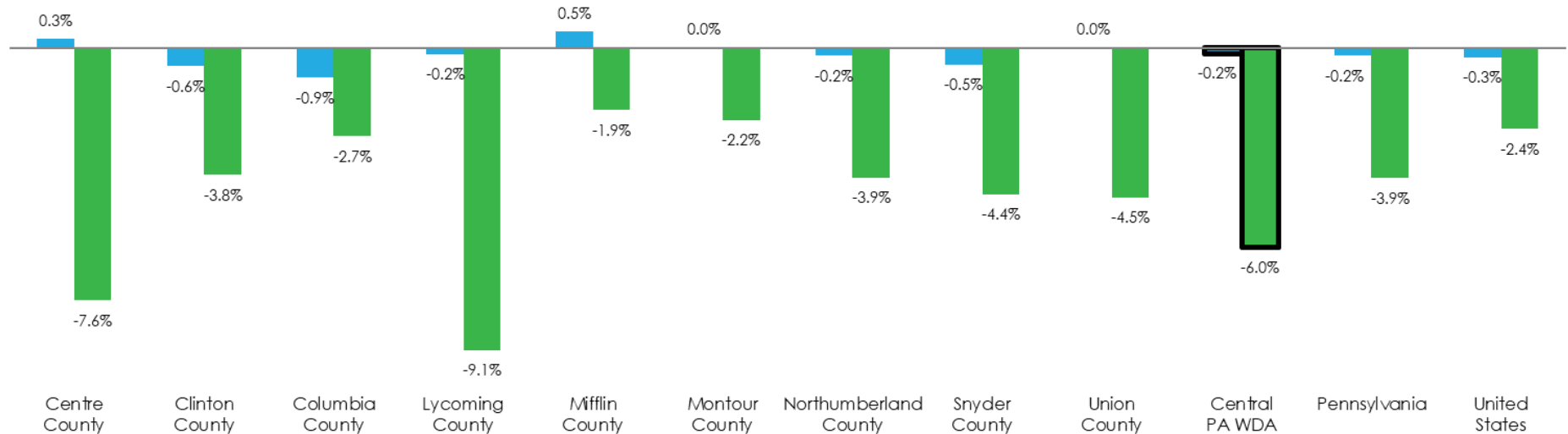
The labor force is comprised of individuals who are working, waiting for a layoff to end, or are actively seeking work. The graph below highlights changes in the civilian labor force as a percentage of the area's total civilian labor force.

December 2020

	Change Since		
	December 2020	November 2020	December 2019
Central PA WDA	287,300	-500	-18,300
Pennsylvania	6,283,000	-15,000	-255,000
United States	160,017,000	-451,000	-3,990,000

Percent Change in Civilian Labor Force: December 2020

■ Month Change ■ Year Change



Preliminary December 2020 seasonally adjusted data (downloaded February 2021)

Provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry.
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Employed Population

Centre County	71,000
Clinton County	16,500
Columbia County	31,000
Lycoming County	48,500
Mifflin County	19,500
Montour County	8,500
Northumberland County	39,200
Snyder County	18,600
Union County	18,200

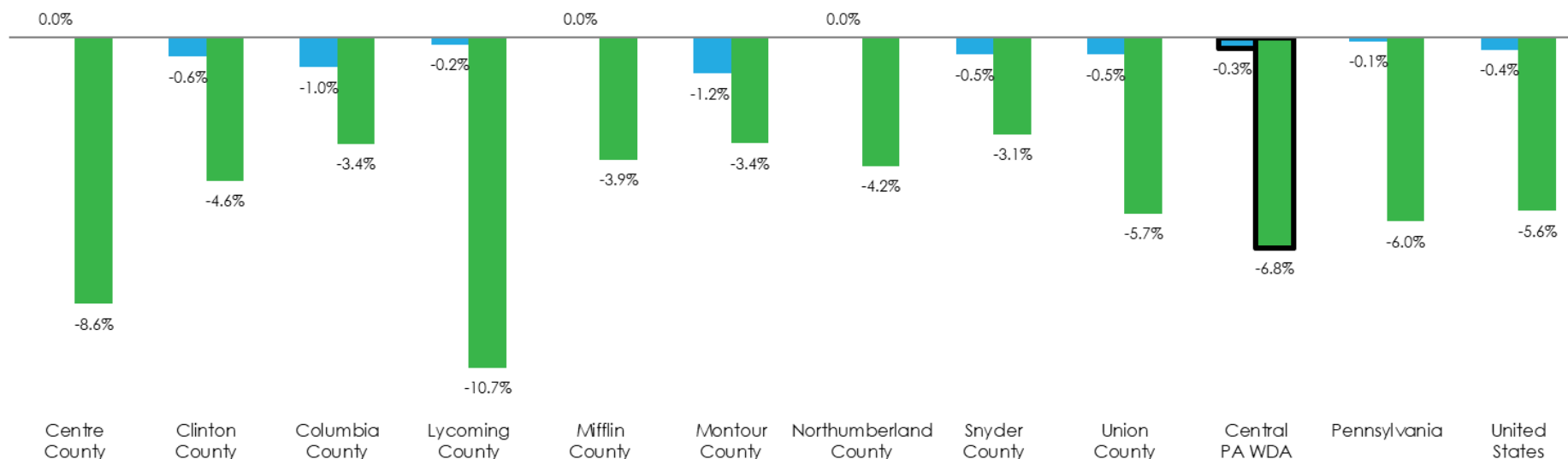
The employed population includes individuals who are working.
The graph below highlights changes in employment as a percentage of the area's total employment.

December 2020

	Change Since		
	December 2020	November 2020	December 2019
Central Pennsylvania	270,300	-900	-19,800
Pennsylvania	5,864,000	-7,000	-371,000
United States	149,613,000	-590,000	-8,891,000

Percent Change in Employed Population: December 2020

■ Month Change ■ Year Change



Preliminary December 2020 seasonally adjusted data (downloaded February 2021)

Provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry.
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Unemployed Population

Centre County	3,600
Clinton County	1,200
Columbia County	1,900
Lycoming County	3,700
Mifflin County	1,500
Montour County	400
Northumberland County	2,800
Snyder County	1,000
Union County	1,000

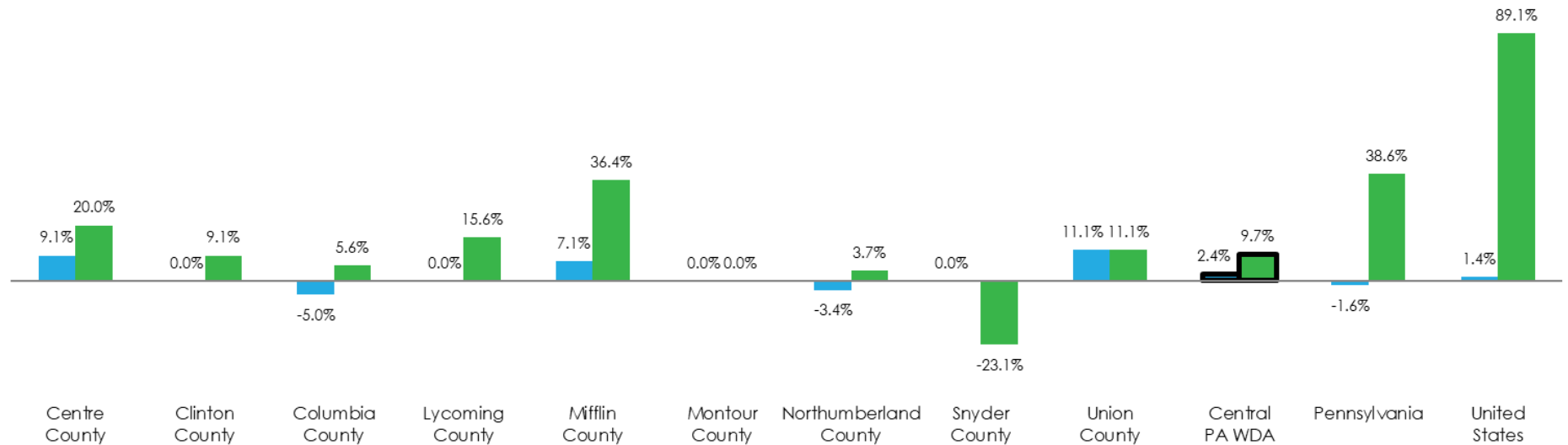
The unemployed population is made up of individuals who are not working, but are waiting for a layoff to end or are actively seeking work. The graph below highlights changes in unemployment as a percentage of the area's total unemployment.

December 2020

	Change Since		
	December 2020	November 2020	December 2019
Central Pennsylvania	17,000	400	1,500
Pennsylvania	420,000	-7,000	117,000
United States	10,404,000	140,000	4,901,000

Percent Change in Unemployed Population: December 2020

■ Month Change ■ Year Change



Preliminary December 2020 seasonally adjusted data (downloaded February 2021)

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Unemployment Rates

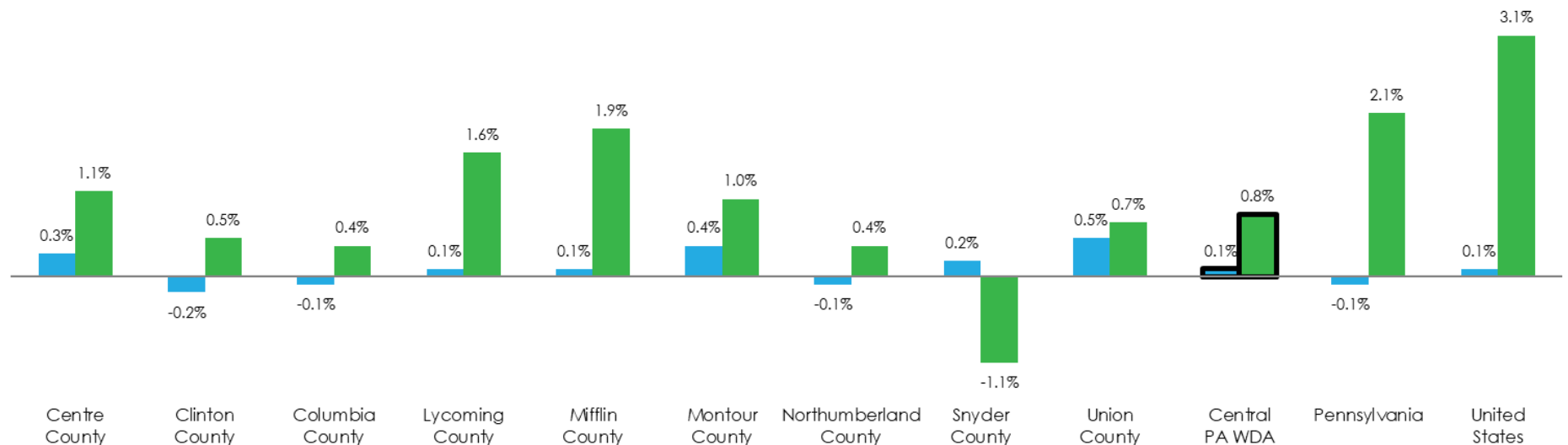
	December 2020	November 2020	December 2019
Centre County	4.8%	4.5%	3.7%
Clinton County	6.6%	6.8%	6.1%
Columbia County	5.8%	5.9%	5.4%
Lycoming County	7.1%	7.0%	5.5%
Mifflin County	7.0%	6.9%	5.1%
Montour County	5.0%	4.6%	4.0%
Northumberland County	6.7%	6.8%	6.3%
Snyder County	5.1%	4.9%	6.2%
Union County	5.1%	4.6%	4.4%
Central Pennsylvania	5.9%	5.8%	5.1%
Pennsylvania	6.7%	6.8%	4.6%
United States	6.5%	6.4%	3.4%

December 2020

The unemployment rate represents the proportion of individuals in the civilian labor force who are not working, but are waiting for a layoff to end or are actively seeking work. The graph below highlights changes in unemployment rates.

Change in Unemployment Rate: December 2020

■ Month Change ■ Year Change



Preliminary December 2020 seasonally adjusted data (downloaded February 2021)

Provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry.
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New Online Job Postings

Central Pennsylvania

Centre, Clinton, Columbia, Lycoming, Mifflin,
Montour, Northumberland, Snyder, and Union Counties



EMPLOYERS

- Addus Homecare Corporation
- Bayada Home Health Care
- C.R. England, Inc.
- Care.com, Inc.
- Carmax, Inc.
- Doordash
- Fastfreight Expeditors, LLC
- Geisinger Inc
- Hogan Transports Inc
- Liveops, Inc.
- Mtb Transport, LLC
- P&S Transportation, LLC
- Pennsylvania State University
- Prime Inc
- Shipt, Inc.
- The Habitat Company LLC
- Transam Trucking, Inc.
- U.S. Xpress, Inc.
- Uber Technologies, Inc.
- Werner Enterprises, Inc

OCCUPATIONS

- Childcare Workers
- Customer Service Representatives
- Fast Food and Counter Workers
- First-Line Supervisors of Food Preparation and Serving Workers
- First-Line Supervisors of Office and Administrative Support Workers
- First-Line Supervisors of Retail Sales Workers
- First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Handling Supervisors
- Heavy and Tractor-Trailer Truck Drivers
- Home Health and Personal Care Aides
- Insurance Sales Agents
- Licensed Practical and Licensed Vocational Nurses
- Light Truck Drivers
- Nursing Assistants
- Passenger Vehicle Drivers, Except Bus Drivers, Transit and Intercity
- Postsecondary Teachers
- Registered Nurses
- Retail Salespersons
- Secretaries and Administrative Assistants, Except Legal, Medical, and Executive
- Software Developers and Software Quality Assurance Analysts and Testers
- Stockers and Order Fillers

Online Job Postings Analysis

Central Pennsylvania

Centre, Clinton, Columbia, Lycoming, Mifflin, Montour, Northumberland, Snyder, and Union Counties

Online Job
Postings:
27,300

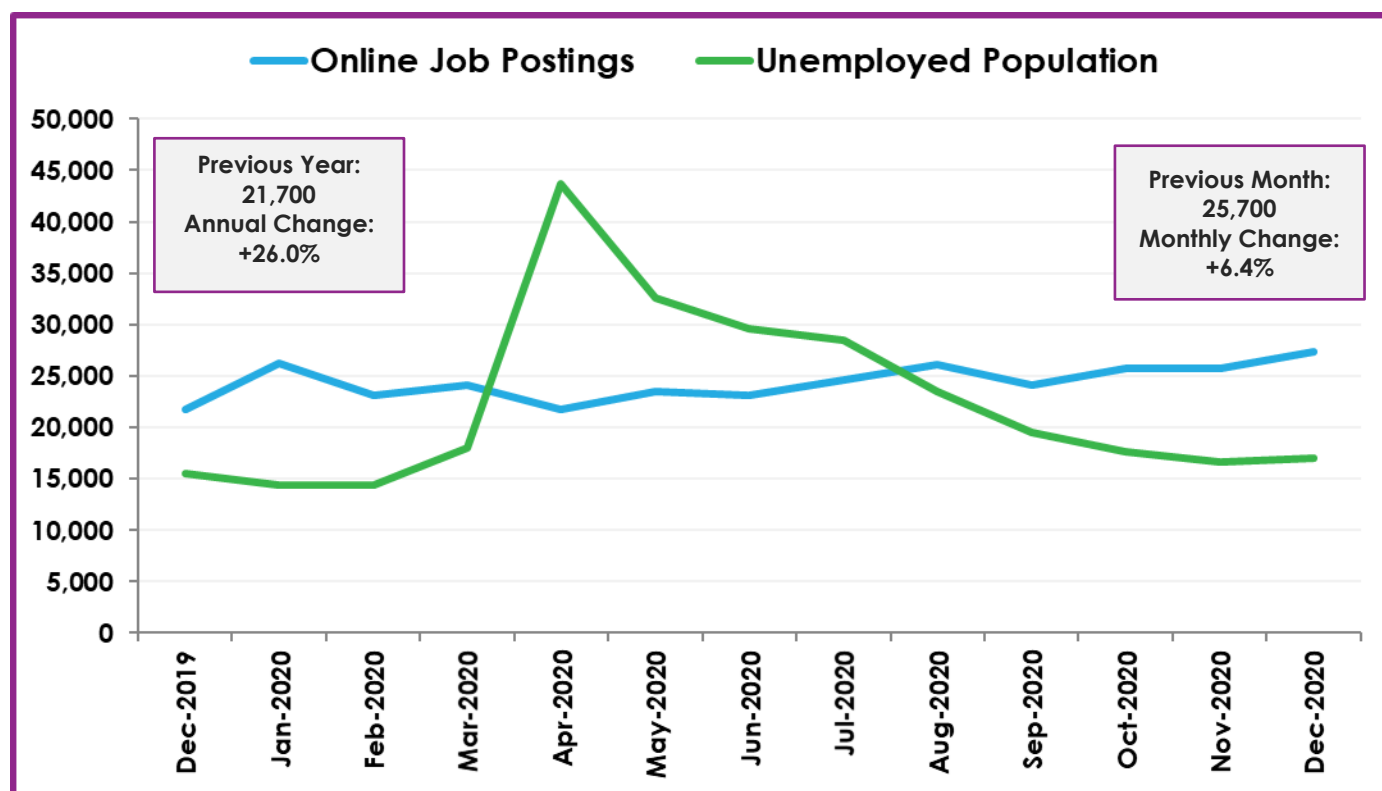
Unemployed:
17,000

Unemployment
Rate:
5.9%

Unemployed
/Job Posting:
0.6

Online Job Postings are not seasonally adjusted. Annual trends reveal overall changes.

Unemployed and unemployment rate are seasonally adjusted. The number of unemployed persons only includes individuals who are not working and are eligible and actively searching for employment.



Unemployed and Unemployment Rate Source: PA Department of Labor and Industry, Center for Workforce Information & Analysis

If every online job posting was filled by Central Pennsylvania jobseekers, the unemployment rate in Central Pennsylvania would drop to 0.0%.

Online Job Postings by Occupational Grouping

Occupational Grouping	December 2020	November 2020	December 2019	Monthly Change	Annual Change	Unemployed
Transportation and Material Moving	7,779	7,295	5,070	6.6%	53.4%	1,195
Healthcare Practitioners and Technical	5,410	4,882	3,044	10.8%	77.7%	939
Sales and Related	2,288	2,186	2,321	4.7%	-1.4%	780
Healthcare Support	1,490	1,355	1,244	10.0%	19.8%	840
Office and Administrative Support	1,476	1,407	1,388	4.9%	6.3%	739
Unclassified	1,276	1,168	1,065	9.2%	19.8%	0
Food Preparation and Serving Related	1,211	1,179	1,260	2.7%	-3.9%	1,403
Management	986	906	1,039	8.8%	-5.1%	1,408
Educational Instruction and Library	682	573	592	19.0%	15.2%	437
Computer and Mathematical	649	733	750	-11.5%	-13.5%	287
Installation, Maintenance, and Repair	586	562	591	4.3%	-0.8%	381
Production	551	590	469	-6.6%	17.5%	1,088
Business and Financial Operations	492	477	551	3.1%	-10.7%	402
Community and Social Service	473	452	460	4.6%	2.8%	418
Architecture and Engineering	402	375	375	7.2%	7.2%	259
Personal Care and Service	310	323	330	-4.0%	-6.1%	290
Life, Physical, and Social Science	305	292	193	4.5%	58.0%	420
Arts, Design, Entertainment, Sports, and Media	299	251	240	19.1%	24.6%	460
Building and Grounds Cleaning and Maintenance	270	287	339	-5.9%	-20.4%	274
Protective Service	175	160	152	9.4%	15.1%	589
Construction and Extraction	169	192	174	-12.0%	-2.9%	1,805
Legal	35	32	44	9.4%	-20.5%	102
Farming, Fishing, and Forestry	26	28	12	-7.1%	116.7%	36
Military	9	5	9	80.0%	0.0%	86
Total Online Job Postings	27,349	25,710	21,712	6.4%	26.0%	14,638

Unemployed data provided by EMSI; derived from Characteristics of the Insured Unemployed, Local Area Unemployment Statistics, and EMSI databases; based on 12-month averages ending November 2020; unclassified indicates no previous work experience or unspecified

Employers

- C.R. England, Inc.
- CVS Health Corporation
- Dollar General Corporation
- Geisinger Inc
- Pennsylvania State University
- R.E. Garrison Trucking, Inc.
- U.S. Xpress, Inc.
- Uber Technologies, Inc.
- Wal-Mart, Inc.
- Werner Enterprises, Inc

These employers have the highest number of online job postings.

Occupations

- Customer Service Representatives: \$14.94
- First-Line Supervisors of Retail Sales Workers: \$16.73
- Heavy and Tractor-Trailer Truck Drivers: \$21.29
- Home Health and Personal Care Aides: \$11.39
- Licensed Practical and Licensed Vocational Nurses: \$21.25
- Light Truck Drivers: \$12.59
- Nursing Assistants: \$14.37
- Postsecondary Teachers: \$34.09
- Registered Nurses: \$32.71
- Retail Salespersons: \$10.70

These occupations have the highest number of online job postings.

Increasing Postings

- Heavy and Tractor-Trailer Truck Drivers: \$21.29
- Laborers and Freight, Stock, and Material Movers, Hand: \$13.62
- Licensed Practical and Licensed Vocational Nurses: \$21.25
- Nursing Assistants: \$14.37
- Passenger Vehicle Drivers, Except Bus Drivers, Transit and Intercity: \$13.79
- Physicians, All Other; and Ophthalmologists, Except Pediatric: \$109.27
- Postsecondary Teachers: \$34.09
- Registered Nurses: \$32.71
- Respiratory Therapists: \$27.42
- Stockers and Order Fillers: \$12.09

These occupations have the highest increase in online job postings during the past year.

Wages are based on jobs held in Central PA and not the wages advertised in the online job postings.

Wage Source: EMSI, 2021.1; occupational wages do not include benefits and are based on current estimates.

United States

	Labor Force	Employed	Unemployed	Unemployment
Current	160,161,000	150,031,000	10,130,000	6.3%
Last Month	160,567,000	149,830,000	10,736,000	6.7%
Previous Year	164,455,000	158,659,000	5,796,000	3.5%

- **Long-Term Unemployed:** 4.023M, increase of 67,000 since last month (*unemployed for 27 weeks and over*)
- **U-6 Unemployment Rate:** 11.1% (*U-6: total unemployed (U-3) plus discouraged workers (U-4), plus all other marginally attached workers (U-5), plus total employed part time for economic reasons (U-6)*)
- **Job Openings:** 6.646M (*December 2020 preliminary*). This equates to 1.5 unemployed persons per job opening, or 2.7 persons using the U-6 Unemployment Rate.

Nonfarm jobs: 142.631M (84.9% private, 15.1% public)

- Monthly change: 49,000 (+6,000 private, +43,000 public)
- Largest industry **increases:** Temporary help services (+80,900), Local government education (+49,400), Educational services (+33,900)
- Average monthly job change (total nonfarm jobs) since last year: -800,000
- Job change from 5 years ago: -574,000 fewer jobs

Initial Claims: 779,000

- Weekly change: -33,000
- Annual change: +578,000

Advance January 30 seasonally adjusted regular UC program data; U.S. Department of Labor

Initial Claims: The count of notices of unemployment requesting a determination of eligibility and entitlement for Unemployment Compensation (UC) benefits. A person can file multiple claims.

Unemployment Rate by Educational Attainment: *As educational attainment levels increase, unemployment rates decrease.*

- Less than a high school diploma: 9.1%
- High school graduates, no college: 7.1%
- Some college or associate degree: 6.2%
- Bachelor's degree and higher: 4.0%

Pennsylvania

	Labor Force	Employed	Unemployed	Unemployment
Current	6,283,000	5,864,000	420,000	6.7%
Last Month	6,298,000	5,871,000	427,000	6.8%
Previous Year	6,538,000	6,235,000	303,000	4.6%

- 34th lowest unemployment rate across the nation
- **Nonfarm Jobs:** 5.606M (87.9% private, 12.1% public; annual change: -7.8%)
- **Regular UC Initial Claims:** 189,100 (annual change: +72.2%)
- **Online Job Postings:** 570,200 (*EMSI, December 2020*). This equates to 0.7 unemployed persons per online job posting, or 1.6 persons when considering the U-6 Unemployment Rate.

Central Pennsylvania

	Labor Force	Employed	Unemployed	Unemployment
Current	287,300	270,300	17,000	5.9%
Last Month	287,800	271,200	16,600	5.8%
Previous Year	305,600	290,100	15,500	5.1%

- 6th lowest unemployment rate by WDA in PA
- Berwick borough: 8.5%
- Bloomsburg town: 5.1%
- Lewisburg borough: 4.9%
- Lewistown borough: 9.7%
- Lock Haven city: 6.6%
- Selinsgrove borough: 5.0%
- State College borough: 3.8%
- Sunbury city: 8.9%
- Williamsport city: 8.5%
- (Boroughs, Townships, and Cities are not seasonally adjusted)*
- **Nonfarm Jobs:** 253,400 (77.8% private, 22.2% public; annual change: -7.4%) (*NSA*)
- **Regular UC Initial Claims:** 11,400 (annual change: +59.5%)
- **Online Job Postings:** 54,700 (*EMSI, December 2020*). This equates to 0.3 unemployed persons per online job posting, or 0.7 using an estimated U-6 unemployment rate of 12.5%.

Top Online Job Postings by Occupation:

- Heavy and Tractor-Trailer Truck Drivers
- Registered Nurses
- Home Health and Personal Care Aides

Top Online Job Postings by Employer:

- Pennsylvania State University
- Geisinger Inc.
- Werner Enterprises, Inc.

U.S. data: unless noted, seasonally adjusted January 2021 data provided by the Bureau of Labor Statistics

PA and Central PA data: unless noted, seasonally adjusted December 2020 data provided by PA Department of Labor and Industry's Center for Workforce Information and Analysis (CWIA)

NSA: Not seasonally adjusted

Executive Committee, Workforce Development Board, and Local Elected Official Board 2021 Meeting Schedule

Note: All meetings will be held via webinar/teleconference until further notice.

January 8 Second Friday	Executive Committee 10:00 a.m. to Noon
February 12 Second Friday	Executive Committee 10:00 a.m. to Noon
March 17 Third Wednesday	LEO Board Meeting 9:00 a.m. to 9:30 a.m. WDB/LEO Board Meeting 10:00 a.m. to Noon
April 9 Second Friday	Executive Committee 10:00 a.m. to Noon
April 14 Second Wednesday	LEO Board Special Meeting 12:30 p.m. to 1:00 p.m. WDB Special Meeting 1:30 p.m. to 2:00 p.m.
May 14 Second Friday	Executive Committee 10:00 a.m. to Noon
June 16 Third Wednesday	Annual Meeting of the Members (LEO) 9:00 a.m. to 9:30 a.m. WDB/LEO Board Meeting 10:00 a.m. to Noon
August 13 Second Friday	Executive Committee 10:00 a.m. to Noon
September 15 Third Wednesday	LEO Board Meeting 9:00 a.m. to 9:30 a.m. WDB/LEO Board Meeting 10:00 a.m. to Noon
October 8 Second Friday	Executive Committee 10:00 a.m. to Noon
November 12 Second Friday	Executive Committee 10:00 a.m. to Noon
December 15 Third Wednesday	LEO Board Meeting 9:00 a.m. to 9:30 a.m. WDB/LEO Board Meeting 10:00 a.m. to Noon

Workforce Development Board (WDB) Membership

Jamie Aurand, Chairperson
Susque-View Home

Vacant, Vice Chairperson

Jim Stopper, Treasurer
Evangelical Community Hospital

Jay Alexander, Immediate Past Chairperson
Wayne Township Landfill

Sue Auman
Union-Snyder Community Action Agency

Jim Nemeth
Autoneum

Jim Beamer
IBEW, Local #812

Steve Stumbris
*Bucknell University Small Business
Development Center*

Kenneth Chappell
Lycoming/Tioga County Assistance Office

Susan Swartz
Office of Vocational Rehabilitation

Michele Foust
Glenn O. Hawbaker, Inc.

Todd Taylor
*Central PA Institute of Science &
Technology*

Dean Girton
Girton Manufacturing Company

Suzanne White
Kish Bank

Bruce Jones
*Bureau of Workforce Partnership &
Operations*

Jenna Witherite
Central Intermediate Unit 10

Keith Koppenhaver
IUOE, Local #66

Tracie Witter
PPL Electric Utilities

Lynn Kuhns
Apex Homes of PA, LLC

Dave Zartman
Zartman Construction

Jeff Lowry
Geisinger Health System

Local Elected Official Board (LEO) Membership

Commissioner Kenneth Holdren, Chairperson
Montour County

Commissioner David Kovach, Vice Chairperson
Columbia County

Commissioner Steven Dershem
Centre County

Commissioner Robert Postal
Mifflin County

Commissioner Angela Harding
Clinton County

Commissioner Chuck Steininger
Snyder County

Commissioner Joe Klebon
Northumberland County

Commissioner Stacy Richards
Union County

Commissioner Richard Mirabito
Lycoming County

Standing Committees of the Workforce Development Board

Executive Committee

Jamie Aurand, Chair
Jay Alexander
Jim Beamer
Michele Foust
Dean Girton
Ken Holdren*
Jim Stopper
Suzanne White
Dave Zartman

Staff Contact: Erica Mulberger

Audit/Finance Committee

Jim Stopper, Chair
Jamie Aurand
Dean Girton
Ken Holdren*
Richard Mirabito*
Susan Swartz
Todd Taylor

Staff Contact: Brooke Gessner

Governance Committee

Dean Girton, Chair
Angela Harding*
Rob Postal*

Staff Contact: Erica Mulberger

EARN Committee

Kenneth Chappell, Chair
Mike Bucher^
Patty Cox^
Jeffrey Foreman^
Kathleen Holmes^
Bruce Jones
Michael Lisnock^
Erica Mulberger^

Staff Contact: Patrick O'Connor

Personnel Committee

Jay Alexander, Chair
Jamie Aurand
Michele Foust
Dave Zartman

Staff Contact: Erica Mulberger

Policy & Performance Committee

Jim Beamer, Chair
Suzanne White

Staff Contact: Korrie Lucas

Youth Committee

Suzanne White, Chair
Jay Alexander
Ed Christiano^
John Kurelja^
Dan Long^
Daphne Ross-Bowers^
Rick Steele^

Staff Contact: Alexa Hann

* LEO Board Member

^ Non-WDB/LEO Board Member

Staff Listing

Policy and Management

Supporting the Workforce Development Board, Executive Committee, Governance Committee, Personnel Committee and Local Elected Official Board

Erica Mulberger, Executive Director: Responsible for overall management of the Central Pennsylvania Workforce Development Corporation including finance, operations, policy and projects. Reports to the Chair of the Workforce Development Board.

emulberger@AdvanceCentralPA.org

Vacant, Office/Board Coordinator: Responsible for administrative support for CPWDC and all CPWDC committees; assists with accounts payable and receivable. Reports to the Executive Director.

Finance Department

Supporting the Executive Committee, Audit/Finance Committee and Local Elected Official Board

Brooke Gessner, Finance Manager: Responsible for management, supervision and reporting of financial resources for CPWDC; budgeting, fiscal related policy and procedure, oversight of contracts and subcontractors and property management. Reports to the Executive Director. bgessner@AdvanceCentralPA.org

Cheryl Reish, Senior Accounting Coordinator: Responsible for bookkeeping and accounting activity, payroll, accounts payable and receivable and electronic fund management. Reports to the Finance Manager. creish@AdvanceCentralPA.org

Operations Department

Supporting the Executive Committee, Employer Strategies Committee, Local Elected Official Board, EARN Committee, Policy & Performance Committee and Youth Committee

Korrie Lucas, Assistant Director: Responsible for policy and program management and oversight for EARN, WIOA, and other workforce programs in the PA CareerLink® sites. Reports to the Executive Director. klucas@AdvanceCentralPA.org

William Berry, Senior Research Analyst: Responsible for performing industry cluster and labor market research for CPWDC and supporting project partners and special data requests. Reports to the Executive Director. wberry@AdvanceCentralPA.org

Alexa Hann, Youth Programs Manager: Responsible for policy and program support for WIOA In-School Youth and Out-of-School Youth programs, TANF Youth programs and other youth initiatives in the PA CareerLink® sites and schools. Reports to the Assistant Director. ahann@AdvanceCentralPA.org

Patrick O'Connor, Workforce Coordinator: Responsible for policy and program support for WIOA Adult and Dislocated Worker programs and Department of Human Services EARN programs in the PA CareerLink® sites. Reports to the Assistant Director. poconnor@AdvanceCentralPA.org

Marca O'Hargan, Compliance Monitor: Responsible for monitoring PA CareerLink® sites and programs including but not limited to Title I Adult, Dislocated Worker and Youth and EARN programs. Reports to the Assistant Director. mohargan@AdvanceCentralPA.org

Haley Stanko, Business Engagement Coordinator: Responsible for policy and program support focusing on business as the primary customer. Oversees industry cluster activities and special grants that are obtained which involve local employers. Reports to the Executive Director. hstanko@AdvanceCentralPA.org

Luke Zeigler, Mentor Coordinator: Responsible for implementation of CPWDC's mentoring program, LIFT Central PA, from recruitment through to the close of the formal mentoring relationship as well as maintenance of CPWDC's Path to Careers website. Reports to the Youth Programs Manager. lzeigler@AdvanceCentralPA.org

PA CareerLink®

Responsible for managing and coordinating the daily functions and operations of PA CareerLink® sites to ensure compliance and alignment with certification requirements, the State Workforce Plan, CPWDC's Local and Regional Plans, and all agreements and policies. Functionally supervised by the PA CareerLink® Operator.

Jamie Mercaldo, PA CareerLink® Administrator: Responsible for integrated services, continuous quality improvement and outstanding customer service while assessing and addressing community workforce needs for the PA CareerLink® Northumberland/Snyder/Union Counties and PA CareerLink® Columbia/Montour Counties. jmercald@AdvanceCentralPA.org

Rachael Ulmer, PA CareerLink® Administrator: Responsible for integrated services, continuous quality improvement and outstanding customer service while assessing and addressing community workforce needs for the PA CareerLink® Lycoming County and PA CareerLink® Clinton County. rulmer@AdvanceCentralPA.org