



**Advance  
Central PA**  
Linking People & Business

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

June 15, 2022

Union County Government Center  
Lewisburg, Pennsylvania

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

### Agenda

Union County Government Center, Lewisburg  
Wednesday, June 15, 2022 10:00 a.m.

- |               |   |                               |
|---------------|---|-------------------------------|
| 10:00 – 10:10 | <b>Call to Order, Welcome, and Introduction of Guests</b> | Dave Zartman &<br>Ken Holdren |
| 10:10 – 10:15 | <b>Public Comment</b>                                     |                               |
| 10:15 – 10:25 | <b>PA CareerLink® Operator Update</b>                     | Cheryl Johnson                |
| 10:25 – 10:45 | <b>FY 22 Budget Presentation</b>                          | Brooke Gessner                |
| 10:45 – 11:40 | <b>WDB and LEO Board Action Items</b>                     | Dave Zartman &<br>Ken Holdren |
- **WDB Non-Consent Agenda & Committee Reports**
    - Audit/Finance
      - Action Needed: Approval of FY2023 Advance Central PA Operating Budget
      - Action Needed: Approval of FY2023 Central Region Budget
      - Action Needed: Increase Adult ITA and OJT Funds
      - Action Needed: Lease for PA CareerLink® Northumberland/Snyder/Union Counties
      - Action Needed: Lease for PA CareerLink® Columbia/Montour Counties
    - EARN
    - Governance
    - Personnel
      - Action Needed: Cost-of-living Increase
      - Action Needed: Salary Scale Adjustment
    - Policy & Performance
    - Youth
  - **LEO Board Action Items**
    - Action Needed: Approval of March 2022 Meeting Notes
    - Action Needed: Approval of FY2023 Advance Central PA Operating Budget
    - Action Needed: Approval of FY2023 Central Region Budget

11:40 – 11:50	<b>Executive Director's Update</b>	Erica
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Mulberger

- High Priority Occupation List Petition

- Grant Updates
- Labor Market Information Updates

11:50 – 11:55 **Open Discussion**

11:55 **Date of Next Meeting**

Dave Zartman

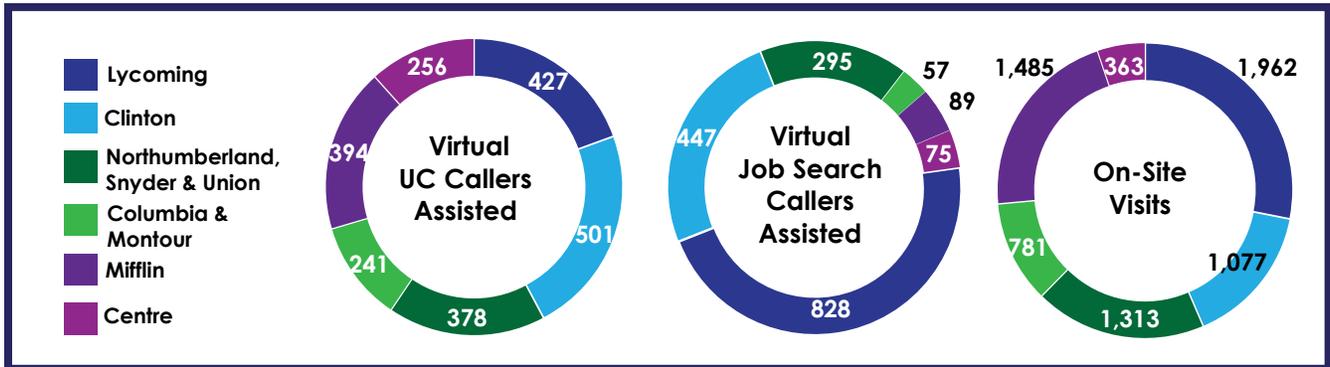
- Executive Committee – August 12 from 10:00 a.m. – 12:00 p.m.
- LEO Board Meeting – September 21 from 9:00 a.m. – 9:30 a.m.
- WDB Board Meeting – September 21 from 10:00 a.m. – 12:00 p.m.

12:00 **Adjournment**

Dave Zartman &  
Ken Holdren

# PA CareerLink® Jobseeker Services

## January - March 2022 Q1



Includes on-site and virtual services

**Total Workshops Offered: 242**

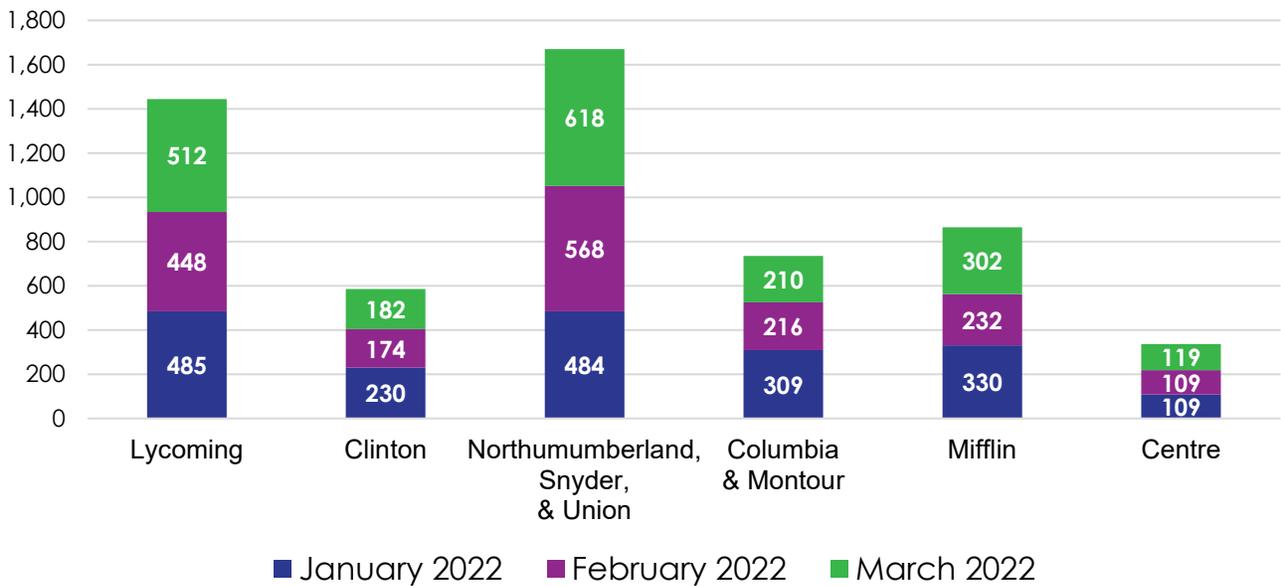
**Total Workshop Attendance: 535**

**Total Services Provided: 18,650**

**Unique Quarterly Participants: 4,419**

Includes on-site and virtual services

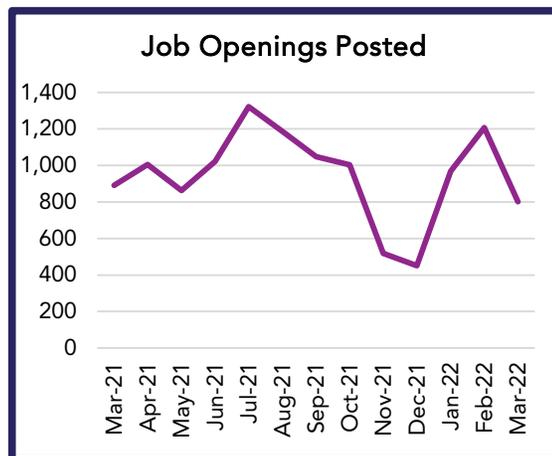
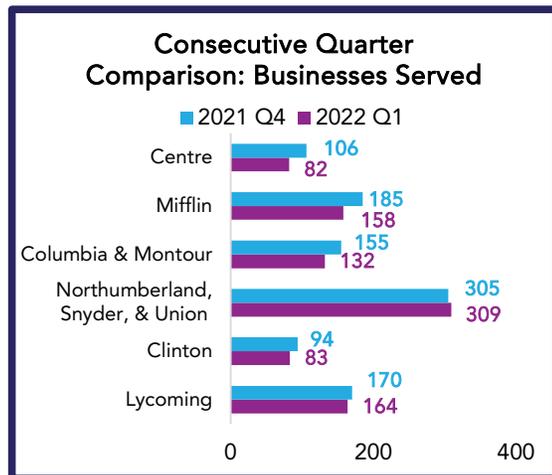
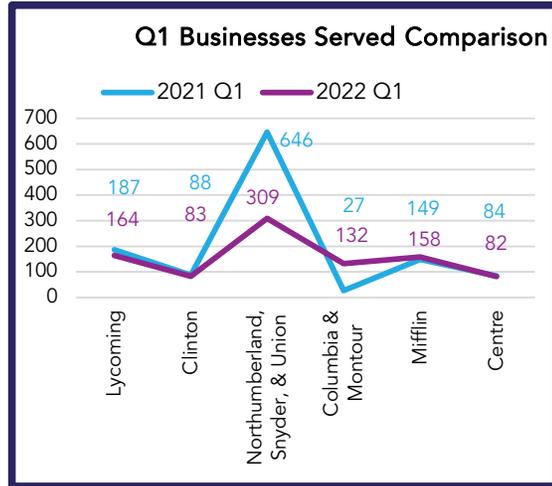
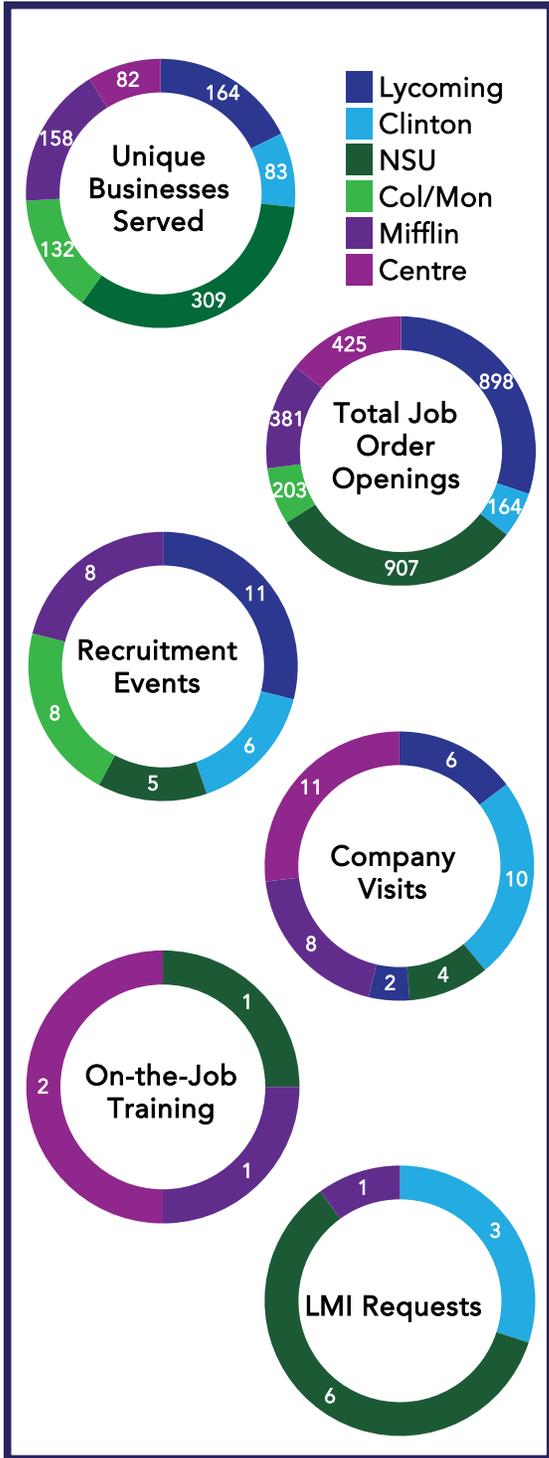
### Total Unique Participants Served By Month



# PA CareerLink® Business Solutions

## January - March 2022 Q1

### Employer Services Overview

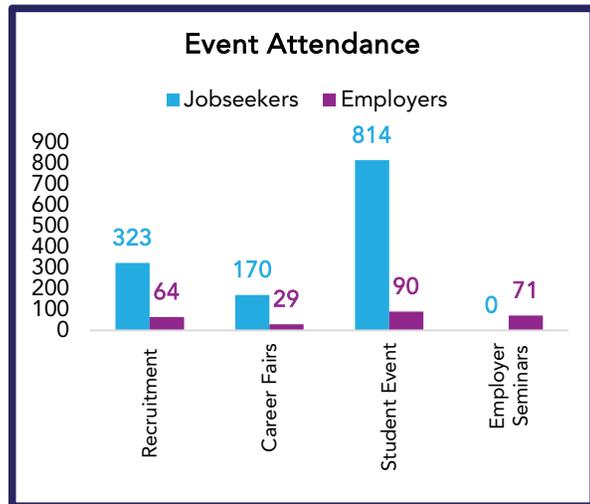


# PA CareerLink® Business Solutions

January - March 2022 Q1

## Employer Event Highlights

- Regional Virtual Employer Seminar: Creating Effective Job Postings (29 employers)
- Student Event/Job Fair: Employers met with juniors and seniors from Columbia & Montour counties (350 youth, 40 employers)
- Recruitment Event: Clinton County "Meet & Greet" (11 job seekers, 3 employers)
- Student Event: Mock Interviews at Montgomery High School (40 youth, 8 employers)
- Regional Job Fair: Remote Work (102 job seekers, 4 employers)



## Rapid Response Events

Company	Country Cupboard, Inc.
PA CareerLink® County	Northumberland, Snyder, Union Counties
Rapid Response Date	2/7/2022
Workers Affected	135
Workers at RR Event	71
Layoff/Closure	Closure
Status	Permanent

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

Joint Meeting  
March 16, 2022

Advance Central PA's Board of Directors (WDB) and Local Elected Official (LEO) Board held a joint meeting on Wednesday, March 16, 2022 at 10:00 a.m. via Zoom webinar/teleconference.

## WDB Members Attending

Jay Alexander  
Sue Auman  
Jamie Aurand  
Jim Beamer  
Kenneth Chappell  
Michele Foust  
Dean Girton  
Keith Koppenhaver  
Lynn Kuhns  
Jeff Lowry  
Jim Nemeth  
Jim Stopper  
Steve Stumbris  
Susan Swartz  
Todd Taylor  
Jenna Witherite  
Dave Zartman

## LEO Board Members Attending

Angela Harding  
Kenneth Holdren  
Joe Klebon  
Richard Mirabito  
Robert Postal  
Stacy Richards  
Chuck Steininger

## WDB Staff Attending

William Berry  
Pam Burns  
Brooke Gessner  
Alexa Hann  
Korrie Lucas  
Jamie Mercaldo  
Erica Mulberger  
Patrick O'Connor  
Marca O'Hargan  
Rachael Ulmer  
Kelly Walter

## WDB Members Excused

Bruce Jones  
Suzanne White  
Tracie Witter

## LEO Board Members Excused

Steven Dershem  
David Kovach

## Guests Attending

Megan Bair  
Jon DeWald - Solicitor  
Marjorie Eby  
Melanie Erb  
Judy Fitzgerald  
Dennis Gilbert  
Deb Harpster  
Cheryl Johnson  
Erica Kastner  
Karin Knode  
Mary Mingle  
Michaelene Shirey  
Katherine Vastine  
Jill Walter  
Gale Zalar

## Call to Order and Welcome

Dave Zartman, Advance Central PA Chairperson, called the meeting to order at 10:03 a.m. and confirmed a quorum.

Dave 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 Kenneth Holdren, LEO Chairperson, welcomed his fellow Commissioners to the meeting.

## Invitation for Public Comments

Dave Zartman opened the floor for public comments. Melanie Erb, Workforce Development Analyst 2, for PA Department of Labor & Industry (L&I) Bureau of Workforce Development Administration (BWDA), mentioned virtual training being offered in April to train staff in understanding financial aid. She encouraged partners to participate. She will forward a link to anyone interested. Erica Mulberger, Advance Central PA Executive Director, added that it had been shared to the PA CareerLink® sites and staff but will be reshared to help increase participation numbers.

## PA CareerLink® Operator Update

Cheryl Johnson, representing the PA CareerLink® Operator provided the update. She spoke to the response to challenges the PA CareerLink® has been facing, including the unemployment compensation (UC) ID.me process and an increasing number of customers seeking help with the technology intensive process. Staff have collaborated to implement a process that includes hardcopy forms for those who struggle with computer skills, reducing the time required for the staff and making it less stressful on the individual. Cheryl discussed safety concerns resulting from the increased number of customers coming into the sites who are angry and frustrated in regard to UC benefits. The Operator has reached out to the Pennsylvania State Police for de-escalation training and has also asked Advance Central PA for safety devices such as emergency buzzers for all PA CareerLink® facilities.

The PA CareerLink® staff have worked hard to provide solutions to businesses. She reported a number of successful recruiting events in the last quarter as well as job fairs which have been well attended. More job fairs are planned over the next several months, both in-person and virtual.

Cheryl described recent outreach including press releases, a presentation at the Williamsport/Lycoming Chamber of Commerce regarding the state of the workforce, and a presentation at an employer to explain available business services.

Computer upgrades are underway in sites with the addition of smartboards and Owls in the near future thanks to grant monies obtained by Advance Central PA.

## WDB Updates and Action Items

### Consent Agenda

Dave called for a motion to approve the Consent Agenda.



**Dean Girton made a motion to approve the March 16, 2022 Consent Agenda Action Items. Shelly Foust seconded the motion. The motion was unanimously approved with no abstentions.**

## Audit/Finance Committee

Jim Stopper, Committee Chair, provided the update.

Financial Reports through 12/30/21 and Fiscal Year 22 Budget Update Report

Advance Central PA was awarded additional Statewide grant funds of \$6,190 and is planning a Certified Business Services Consultant™ training for staff and the PA CareerLink® Business Solutions Team with those funds. With 40 attendees, the class has been split into two cohorts to maintain social distancing. \$11,585 has also been awarded to purchase assistive technology that will help assure equal opportunity at each of the sites including The Link. There is an increase of funds in the amount of \$150,000 from a newly awarded Business Education Partnership Grant.

#### Path to Careers

As Path to Careers continues to grow, Advance Central PA wants to ensure that the website remains user-friendly and error-free for users Jim asked Erica to provide further information about on-going issues. Erica explained that despite numerous correctives, Path to Careers continues working improperly. Advance Central PA has a contract with Pat Davis Design Group who has advised the site needs an entire rebuild in order to fully function as planned. Their proposal includes moving to a WordPress platform and re-coding all functionality. Though there is a contract in place from a competitive procurement, it was unclear how much work would need performed and there is a significant cost involved with the re-build.

- ▲ **Jim Stopper made a motion to approve an addendum to the contract with Pat Davis Design Group to fix all error codes in Path to Careers and transfer the site from Statamic to a user-friendly WordPress site with a budget not to exceed \$45,000. Jim Beamer seconded the motion. The motion was unanimously approved with no abstentions.**

#### Advance Central PA Internet

Jim discussed the slow internet speed and disruption at the main office of Advance Central PA. There were no options in the past for an upgrade, but several options are now available for the location.

- ▲ **Jim Stopper made a motion to approve a one-year contract with PenTeleData for 200/25 mbps Internet at the Advance Central PA office at a monthly cost of \$135.95/month and one-time installation costs of \$149.95. The motion was seconded Sue Auman. The motion was unanimously approved with no abstentions.**

#### Monitoring

Labor & Industry's (L&I) Bureau of Workforce Development Administration has announced monitoring related to fiscal integrity and audits. Staff are working to pull all required documentation for timely electronic submittal. It is also anticipated that a monitor will be on-site to review information.

The Audit Finance Committee will meet as needed.

### **EARN Committee**

Ken Chappell, Committee Chair, provided the update.

#### Statewide EARN Procurement Update

Advance Central PA staff and the EARN Committee want to thank the Workforce Development Board members and the Commissioners who signed letters requesting a delay in the release of the competitive procurement for EARN service delivery at the state level. It was successful and discussions are expected between Department of Human Services (DHS) leadership and Workforce Development Boards to better understand the current challenges and opportunities.

#### Communication

Staff participated in a feedback session with the DHS Bureau of Employment Programs (BEP) discussing opportunities for improvement to communication, EARN service delivery, and technical updates. Erica has reported a productive and warm one on one meeting with the new BEP Director Hoa Pham; Director Pham is initiating meetings with all workforce development board directors to discuss priorities for 2022.

#### Program Year 2021 Performance

Enrollments continue to increase with 271 new enrollments (250 TANF/E-TANF and 21 SNAP Only) July 1, 2021 - February 28 2022. Recent EARN calls held by the state indicate an upward trend will continue.

### Monitoring

BEP conducted their annual review of Central Region EARN programming, visiting the PA CareerLink® Lycoming County at the end of January. Current feedback is positive with the monitor noting the high enrollment levels, delivery of quality human centric services, and versatility within the remote environment. The staff's documentation of performance shows better than the monitors. However, the monitor welcomed evidence that her data might need revised which staff appreciates; staff have submitted everything as requested. The final report will be shared with the EARN Committee for review and any actions needed.

### EARN Contract

BEP released updated guidance to COVID policies on February 11, 2022. The memo requires a program model that incorporates both in-person and remote options based on individual needs. The EARN provider and County Assistance Offices (CAOs) must review individual circumstances for participants who are not in compliance and mutually agree before making terminations due to lack of participation. Advance Central PA's program is currently offering robust remote activities which a majority of EARN participants are taking advantage of.

### Credentials

The Customer Service and Healthcare Career Accelerator Programs have continued to be successful, with both programs having 100% graduation rates for those enrolled over the past two months. The most recent Customer Service program began March 7<sup>th</sup>. SNAP participants are eligible to join, highlighting the Central Region's ability to promote access to services and training.

The next EARN Committee meeting will be held Wednesday, March 30, 2022.

## **Governance Committee**

Dean Girton, Governance Committee Chair, provided the update.

### PA Department of Labor & Industry 2022 Board Membership Review

Every year L&I completes a compliance review of Workforce Development Board membership. This year there were two findings that staff have submitted a corrective action plan for as follows.

One Statement of Financial Interest (SoFI) form from 2020 was signed after the May 1, 2021 deadline which resulted in a finding. In a corrective action plan staff explained the SOFI for 2021 had already been sent to all members and that a tracking tool had already been implemented to assure compliance going forward. Dean thanked members who have submitted their 2021 SoFI to date.

Local workforce development boards are required to have a minimum of 20% of its members representing the workforce category which includes: labor organizations, and various community-based organizations providing employment and other programs to underserved populations. Advance Central PA has met the 20% workforce category requirement previously by counting Jim Beamer and Keith Koppenhaver twice because they each represent two of the required subcategories under workforce.

L&I has taken the stance that we can no longer count Jim and Keith twice. According to the state's interpretation of the Code of Federal Regulations, we must add another member that meets the category of labor organizations and joint-labor-management or union affiliated apprenticeship programs. In a response to the finding, staff proposed adding an optional member under the workforce category: a representative from a community-serving organization. The addition will mean that a new private sector member appointment will be necessary as well to maintain the requirement that a majority of the WDB are from business.

The Governance Committee is seeking nominations for representatives from either workforce or a community serving organization and a business in the event the proposed plan is accepted by the state. If anyone has someone in mind please pass it forward for review.

### Vice Chair Vacancy

Dean reported the continued vacancy for Vice Chair. For succession planning, the Vice Chair will hold the position before moving into the Chair role in January 2024. Interested private sector representatives should contact Erica. Dean reiterated how the staff make it as easy as possible to be in leadership positions.

### **Personnel Committee**

Jamie Aurand, Personnel Committee Chair, presented the update.

#### Vision Benefits

Advance Central PA's vision benefits are up for renewal May 1<sup>st</sup>. Staff have been notified that there will be no rate increase with current provider, Vision Benefits of America.

- ▲ **Jamie Aurand made a motion to renew the vision insurance policy with Vision Benefits of America for the period May 1, 2022 through April 30, 2023 at the current policy rates. The motion was seconded by Michele Foust. The motion was unanimously approved with no abstentions.**

The Personnel Committee will meet as needed.

### **Policy & Performance Committee**

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

#### Staff Monitoring

Staff received and accepted the revised corrective action plans from the Adult/Dislocated subcontractors Central Susquehanna Opportunities, Inc. (CSO) and Tuscarora Intermediate Unit to conclude the program year 2020 monitoring. With the acceptance of the In-School-Youth corrective action plan CSO submitted in response to the 2021 summer monitoring, that monitoring has been closed. A formal program year 2021 In-School-Youth monitoring is underway, and a monitoring report will soon be issued to CSO.

The formal monitoring of program year 2020 EARN service delivery was provided to CSO, staff are waiting for a corrective action plan to address the findings.

Staff are currently conducting a comprehensive program year 2021 fiscal desk monitoring for all subcontractors.

#### State Monitoring

The L&I Bureau of Workforce Development Administration (BWDA) has accepted the corrective action plans that staff submitted in response to their 2020 monitoring of fiscal integrity, audits, local monitoring, Operator, and case files. Additionally, staff have gathered all documentation related to compliance with the PA Sunshine Act and submitted it to BWDA for monitoring.

#### PY20Q2 and PY21Q2 Comparison Adult/Dislocated Worker Exit Reports

Jim reviewed the reports showing the outcomes of participants that exited Adult/Dislocated Worker programming. Fewer exits for the entire region corresponds to the fewer enrollments in PY21. The overall rate of Exit with Employment however, has improved from 57% in PY20 to 69% in PY21. 76% of the individuals who received an Individual Training Account (ITA) or On the Job Training (OJT) exited with employment, which is up from 68% in PY20. Also, with an increased rate of employment are those who did not receive training, this number is up from 62% in PY21 from only 47% the previous year.

#### Common Measures - PY2021 2nd Quarter Reports

These are the official measures for Workforce Innovation and Opportunity Act Title I Adult, Dislocated Worker, and Youth Programs. With awareness of the challenges meeting WIOA Common Measures during the pandemic, the US Dept. of Labor (USDOL) has announced that just two measures will be reviewed to evaluate performance for program years 2020 and 2021: Employment Rate in the 2nd Quarter After Exit

and Median Earnings. With those changes, Pennsylvania and Advance Central PA met required performance for program year 2020.

Measures for the second quarter of program year 2021 indicate all measures (not just the two USDOL will use for evaluation.) For all but one, Measurable Skills Gain, this quarterly report reflects performance in timeframes near the start of the pandemic, between January 2020 to December 2020. Performance continues to reflect the low program enrollments. When enrollments increase, the measured cohorts for each common measure will grow, mitigating the impact of individual participant outcomes, including for those who come for services then drop out of the labor market.

The Policy & Performance Committee is anticipating a meeting in spring to review the OJT Policy and some possible clarification in regard to a business having multiple OJT contracts at the same time.

## Youth Committee

Alexa Hann, Advance Central PA Youth Programs Manager, provided the update on behalf of Committee Chair, Suzanne White.

### In-School Youth (ISY) New Contract: Bridges to the Future

Alexa explained a new contract with CSO for ISY programming started January 1, 2022. Staff are working closely with CSO to implement the proposed participant tracking system for TANF eligible youth and updating materials to align with the new design and offerings. Along with schools who previously received comprehensive services, State College Area School District and Central Columbia School District warmly welcome the Bridges to the Future program staff, providing work space for staff three days a week.

### Business-Education Partnership

Advance Central PA, with assistance from the PA CareerLink® ISY and Business Solutions Team, is partnering with several schools and organizations to facilitate Parent Pathways Awareness nights.

- Williamsport Area School District - Tuesday, April 12<sup>th</sup>
- The Foundation of the Columbia Montour Chamber - with their Annual STEM Competition on Wednesday, April 13<sup>th</sup>
- Keystone Central School District - in conjunction with a career fair with a date TBD in May.

The goal of Parent Pathways Awareness Nights is to introduce parents and students to the wide variety of career and educational pathways that will lead to successful futures. Staff will present on resources available such as Path to Careers, PA CareerLink® services, and tools to guide post-secondary education choices. Attendees will be able to speak with representatives from local businesses to hear about career pathways, job openings, key skills and qualities, apprenticeship programs, how career and technical education programs align to work, and benefits offered to employees.

Staff is also coordinating a virtual event on Wednesday, May 11<sup>th</sup> at 8:00 where Mark Perna, an international speaker, author, and CEO of TFS Results, will provide a keynote presentation to education, business, and community partners in our region on how to connect, engage, and answer “why” for young people and focus on how businesses can attract and retain top talent.

### Out-of-School Youth (OSY) Programming- YES to the Future

Currently, 108 young adults are participating in YES to the Future with another 111 young adults receiving follow-up services.

Alexa highlighted the recent success of a YES participant placed in an OJT. Lauren has received outstanding reviews from her supervisor and says “The YES program has been really awesome about helping me complete all the steps towards getting a job and I am really grateful for all of their help”.

The next Leadership Day event for spring 2022 will be held in person on April 20<sup>th</sup> with special guest Caz Russell.

### Advanced Manufacturing Pre-Apprenticeship (AMP)

The second AMP class began their training with a kick-off orientation on February 2<sup>nd</sup> at Penn College. Pre-apprentices are engaged in classroom learning as well as hands-on training throughout the 8-week program in pursuit of the Certified Manufacturing Associate credential. Five (5) PA CareerLink® program customers began the program and 4 remain actively engaged. In preparation for success, YES and EARN staff co-led a study skills session on Friday, February 4<sup>th</sup> and have provided participants with study guides that follow the coursework of the program.

#### Path to Careers

Alexa shared a video produced by Advance Central PA highlighting career paths at Wayne Township Landfill of Clinton County. The video is posted to the website as well as YouTube:

<https://www.youtube.com/watch?v=JqLLVQOq0kM>

### LEO Board Action Items

Commissioner Holdren provided the update.

- ▲ **Commissioner Mirabito made a motion to approve the minutes from the December 15, 2021 joint WDB/LEO Board meeting. Commissioner Richards seconded the motion. The motion was unanimously approved with no abstentions.**

### Executive Directors Update

Erica Mulberger, Advance Central PA Executive Director, presented the update.

#### Funding Updates

Erica reviewed the Competitive Funding Portfolio. She reported Advanced Central PA, in collaboration with Central Pennsylvania Institute of Science and Technology (CPI), has applied for the PAsmart Apprenticeship Grant. The proposed project will kick-start Registered Apprenticeship programs for Water Operator, Wastewater Operator, and Solar Panel Installer.

Advance Central PA has also submitted a \$21 Million Good Jobs Challenge grant application through the U.S. Economic Development Administration. Advance Central PA is one of 509 applicants for awards to be announced this summer. This grant will support the current Next Generation Sector Partnerships: MADE in Central PA and Central PA Healthcare Partnership in addition to developing a new partnership for building and construction and the skilled trades. Erica thanked everyone personally calling out the huge support for this application.

#### Labor Market

Erica explained that unemployment rates are important, but don't provide a full picture of economic health. At present, rates are low, but because a lot of people have just simply dropped out of the labor market. Erica reported on the importance of readily available current data. The state's Center for Workforce Information & Analysis (CWIA) has asked that Advance Central PA be part of a pilot, with PA CareerLink® staff serving as agents to reach out to businesses to supply data. Erica has agreed and looks forward to this opportunity to be part of the solution to gaining access to more thorough workforce data.

#### Calendar of Events

Erica provided an overview of upcoming engagements and projects including:

- Working with a math class at Bucknell University and the Greater Susquehanna Valley United Way surveying businesses on the stigma around the opioid crisis.
- Speaking to a group of students at Susquehanna University about careers related to STEM and offering tips on graduation.
- In April the next quarterly meeting of MADE in Central PA will be hosted at PlayWorld in Lewisburg with a focus on discussion related to attracting people and companies to the region. The Department of Community and Economic Development (DCED) will provide a presentation: The State of Manufacturing in Pennsylvania.

- Erica has accepted nomination to the advisory board of directors of the Luzern County Community College Greater Susquehanna Valley Center Stating; she will continue to support and promote other training providers so there is no conflict of interest.
- Presentation and awards for the What's So Cool About Manufacturing April 25<sup>th</sup> video contest.

#### Partner News

Gale Zalar, Executive Director of CSO, has announced her retirement the end of June. Erica expressed gratitude to Gale for all of the important work she's been part of and wished her congratulations on her upcoming retirement.

#### Regional Systemic Challenges

Erica spoke of the systemic struggles in our region, focusing on early childhood education, transportation and access to broadband, which are also areas of focus with the Good Jobs Challenge grant application. She mentioned the labor participation rate being down even before the pandemic started; it's a long-term barrier that is affecting our region. Erica will be working with Advance Central PA staff, discussing how to focus programming and advocacy to support these challenges and looks forward to collaborative strategizing with the WDB and LEO members.

Jenna Witherite offered the Director of Preschool and Early Intervention at IU10 as being a resource with many connections and expertise in early childhood education; she suggested discussions might include her at the table. Erica thanked Jenna.

After much dialogue, Commissioner Mirabito mentioned speaking to state/federal representatives, informing them of the difficulty in finding acceptable care in our region noting the systems that are in place are not working and it is affecting our businesses. Commissioner Mirabito spoke about the young adults entering the workforce without soft skills that should have been learned at an earlier age which directly impacts an employers' growth.

Commissioner Richards thanked Erica for her presentation to the Union County Commissioners. Realizing that the WDB and LEO can have a substantial regional impact when working together, Commissioner Richards expressed a desire to collaborate to develop long-term solutions the lack of access to early childhood education. She announced the American Rescue Plan Act (ARPA) grant for Union County has been released, with applications due May 31<sup>st</sup>.

#### **Open Discussion**

There was none.

#### **Date of Next Meetings**

Dave & Ken announced the upcoming meetings as follows:

- Executive Committee – April has been cancelled.
- Executive Committee – May 13, 2022
- Annual Meeting of the Members – June 15, 2022, 9:00 a.m. – 9:30 a.m.
- WDB/LEO Quarterly Meeting – June 15, 2022, 10:00 a.m. – 12:00 p.m.

#### **Adjournment**

With no further business to attend to, Commissioner Holdren then Dave adjourned the LEO Board and WDB meetings at 11:22 a.m.

Respectfully submitted,



Office/Board Coordinator

## Workforce Development Board Consent Agenda

### Action Items

### June 15, 2022

1. Motion to approve the minutes from the March 16, 2022 joint WDB/LEO Board meeting.

#### Executive Committee • Dave Zartman, Chair

*The following motions were unanimously approved with no abstentions by a quorum of the Executive Committee during a teleconference held May 13, 2022.*

2. Motion to authorize Advance Central PA staff to request \$100,000 Rapid Response funds from the PA Department of Labor and Industry.
3. Motion to enter a 5-year extension of the lease agreement with PREA Properties, LLC. for the PA CareerLink® Lycoming County located at 329 Pine Street, Williamsport, PA 17701 effective July 1, 2023 through June 30, 2028 with a cost of \$231,000 per year.
4. Motion to approve a three-year contract with Comcast for a phone and Internet bundle at a monthly cost of \$1,178.24 and one-time installation costs of \$293.90.
5. Motion to approve CSIU's budget revision for FY22, with budget amounts of \$162,257 in TANF funds and \$924,335 in WIOA Youth funds.
6. Motion to award a contract in the amount of \$45,000 to Research Evaluation Consulting (REC) for evaluative research deliverables resulting in an objective third-party evaluation report, recommendations for continuous subcontractor improvement, and a presentation to the Advance Central PA Workforce Development Board.
7. Motion to formally recognize the Central Susquehanna Intermediate Unit Paraeducator Credential as a pathway for students and incumbent paraprofessionals alike to earn their Pennsylvania recognized credential and obtain/maintain employment in local schools.

## Workforce Development Board Non-Consent Agenda Action Items June 15, 2022

1. Motion to approve the June 15, 2022 Consent Agenda Action Items.

Motion:

Second:

### Audit/Finance Committee • Jim Stopper, Chair

The Audit Finance Committee met May 26, 2022 and a quorum of the Committee unanimously approved the following three motions via email.

2. Motion to approve Advance Central PA's Fiscal Year 2023 Operating Budget.

Motion:

Second:

3. Motion to approve Advance Central PA's Fiscal Year 2023 Central Region Budget.

Motion:

Second:

4. Motion to increase Adult ITA and OJT training funds by \$25,000.

Motion:

Second:

Other Actions Needed:

- Lease for PA CareerLink® Northumberland/Snyder/Union Counties
- Lease for PA CareerLink® Columbia/Montour Counties

The Audit/Finance Committee will meet as necessary.

### EARN Committee • Kenneth Chappell, Chair

The EARN Committee will meet as necessary.

### Governance Committee • Dean Girton, Chair

The Governance Committee met June 2, 2022 and will meet as necessary.

### Personnel Committee • Jay Alexander, Chair

The Personnel Committee unanimously approved the following motions via email.

5. Motion to award a 1.5% cost of living increase to staff effective July 1, 2022.

Motion:

Second:

6. Motion to increase the salary scale by 1.5% for all positions based on budget and comparison of the Consumer Price Index for All Urban Wage Earners during the past 12 months.

Motion:

Second:

The Personnel Committee will meet as necessary.

### **Policy and Performance Committee • Jim Beamer, Chair**

The Policy and Performance Committee will meet as necessary.

### **Youth Committee • Suzanne White, Chair**

The Youth Committee will meet as necessary.

**Advance Central PA**  
**Proposed Fiscal Year 2023 Operational Budget**  
7/1/22 - 6/30/23

OPERATIONAL COSTS	FY 22 Initial Budget	FY22 Initial Budget	Net Change from FY21 Budget and FY22	% Change
Salaries and Benefits	921,991	1,010,385	88,394	10%
Staff Travel and Development	28,418	30,034	1,616	6%
Board Expenses	8,674	8,903	229	3%
General Office Supplies	5,566	5,116	(450)	-8%
Leases - Copiers/Equipment	2,500	2,500	-	0%
Outreach	2,250	2,050	(200)	-9%
Subscriptions	22,251	23,237	986	4%
Memberships	10,510	10,510	-	0%
Vehicles	4,850	6,350	1,500	31%
Equipment and Furnishings	10,212	8,760	(1,452)	-14%
Professional Fees	15,750	15,825	75	0%
Business Services	14,300	14,760	460	3%
Computer Services	31,944	35,164	3,220	10%
Facility Costs	80,945	76,481	(4,464)	-6%
Operation Costs	84	84	-	0%
Reserve <sup>1</sup>	-	-	-	0%
<b>TOTAL OPERATIONAL COSTS</b>	<b>1,160,245</b>	<b>1,250,159</b>	<b>89,914</b>	<b>8%</b>

<sup>1</sup> The reserve amount may increase during the fiscal year if additional revenues become available to Advance Central PA which can be carried over to the next fiscal year.

Advance Central PA's Operational Budget includes costs associated with internal business operations, including personnel and other administrative functions. These functions include maintaining personnel, board oversight and management, equipment and supplies to provide services to customers and rent. The following is a brief description of the major categories of the Operational Budget and items included in each line item. The Operational Budget represents a combination of historical cost analysis over past fiscal years and input from managerial staff on expected expenditures for the upcoming fiscal year.

**Salaries and Benefits:** Salary is calculated based on the actual and/or estimated annual salaries. The benefits are calculated based on actual rates in relation to total salaries. Personnel needs are reviewed annually to ensure that staffing is appropriate for available funding. Changes in benefits occur from one year to the next based on employees' length of service and the type of health insurance an individual chooses.

**Note:** FY 23 Salaries and Benefits includes a budget for a 3% merit increase that can be earned by staff during the annual review process and a 1% overtime pool for non-exempt staff. It also includes a 1.5% COLA increase effective July 1, 2022. The salaries and benefits represent Advance Central PA at full employment levels. As the Business Engagement Coordinator and Research Coordinator positions are currently vacant, these positions are currently shown at the largest potential health care costs.

**Staff Travel and Development:** Projected expenditures are for travel and registration fees associated with development and training activities to enhance job performance. The costs include: mileage at the federal rate, lodging, airfare, meals, registration fees and tuition reimbursement.

**Board Expenses:** Costs for travel, registration fees associated with providing Board members with development and training to enhance membership performance. The costs include: lodging, airfare, meals, registration fees and Board Insurance for Director and Officer Liability protection. Board Meeting costs includes food and meeting rooms for all Board, Committees and/or Partnerships.

**General Office Supplies:** Costs for outside printing, general office, computer, janitorial, kitchen, postage and other supply items that are defined as having a short useful life and/or not defined as property.

**Leases-Business Equipment:** Costs includes lease and maintenance agreements for copiers.

**Outreach:** Costs include advertising to comply with the Sunshine Law, public notification of program and/or service availability and performance outcomes.

**Subscriptions:** Trade periodicals, reference materials, database and software access that requires an annual usage fee, including software used by the Research Department and ACT licensing necessary to administer and sell WorkKeys® assessments. The cost for the research department software is offset by membership dues from each of the WDBs participating in the Research Consortium.

**Memberships:** Annual dues or memberships for organizations that are local, state and national, including memberships to chambers of commerce, Pennsylvania Workforce Development Association, National Association of Workforce Boards, and other organizations vital to the continued success of the organization.

**Vehicles:** Costs for operation of the company vehicle, which includes maintenance, insurance, registration and fuel.

**Equipment and Furnishings:** Purchase of technology equipment and office furniture.

**Professional Fees:** Costs associated with contracted services for auditing and legal services.

**Business Services:** Costs associated with subcontracted fees such as Advance Central PA's Research Consortium, personnel consultation, website design, and newsletter development.

**Computer Services:** Costs for the hosting of our accounting software, website maintenance and computer maintenance fees for Advance Central PA.

**Facility Costs:** Costs in this category include rent, utilities, insurance, cleaning, internet and telephone.

**Reserve:** Funding set aside that will be reviewed and redistributed as necessary. The reserve will allow for fluidity in movement between line items.

Central Pennsylvania Workforce Development Corporation  
 Central Region Fiscal Year 2023 Draft Budget  
 For the Period July 1, 2022 to June 30, 2023

	CORE FUNDING									OTHER FUNDING											Grand Total	% of Total					
	WIOA Adult	WIOA Dislocated Worker	WIOA Youth		EARN			TANF Youth	Total Core	Rapid Response	Gold Standard	Industry Partner Sustain.	SIDCO	PASmart CNC	Next Gen Healthcare 2019	Next Gen Manufact. 2019	Bus & Edu Partnership 2021	Next Gen Healthcare 2020	Next Gen Manufact. 2020	PASmart Apprent. CPI			ARC	Research Department	Total Other		
<b>FY 23 Revenues:</b>																											
FY 23 Allocation	1,172,284	1,262,321	1,505,141		2,010,846	51,904		710,500	6,712,996													45,704	45,704		6,758,701	50.54%	
FY 22 Planned Carryover	200,000	200,000	200,000						600,000																	600,000	4.49%
FY 22 Planned Additional Carryover	687,402	933,545	544,854					657,627	522,856	3,346,284															2,668,031	44.97%	
<b>Total FY 22 Revenues</b>	<b>2,059,686</b>	<b>2,395,866</b>	<b>2,249,995</b>		<b>2,010,846</b>	<b>51,904</b>		<b>1,233,356</b>	<b>10,659,281</b>	<b>25,000</b>	<b>64,671</b>	<b>337,248</b>	<b>100,000</b>	<b>35,000</b>	<b>60,000</b>	<b>60,000</b>	<b>95,000</b>	<b>228,000</b>	<b>213,000</b>	<b>650,000</b>	<b>800,113</b>	<b>45,704</b>	<b>2,713,736</b>	<b>13,373,016</b>	<b>100.00%</b>		
<b>FY 23 Expense Budgets:</b>																											
Advance Central PA*	247,162	287,504	269,999		201,085	5,190		148,003	1,158,943																	1,272,419	9.51%
RSAB (PA CareerLink® Operations)	205,611	205,611	118,506		200,158				729,886																	729,886	5.46%
Reserve for FY 24 (7/1/23-6/30/24)	200,000	200,000	200,000						600,000																	600,000	4.49%
<b>Training:</b>																											
New ITAs & OJTs	140,674	151,479	75,257						367,410																	367,410	2.75%
ITA/OJT Obligation (From FY 22)	33,610	2,964							36,574																	36,574	0.27%
Incumbent Worker Training																											0.00%
Other Training																				145,200				145,200	145,200	1.09%	
<b>Service Delivery:</b>																											
CSO	613,579	656,528		188,537	1,364,437	45,081		443,124	3,311,286	24,040																3,311,286	27.10%
TIU	516,128	491,859	100,000		100,000			30,000	1,237,966																	1,237,966	10.25%
CSIU			935,787					179,125	1,114,912																	1,114,912	8.34%
Other Service Delivery					101,647				101,647																	101,647	0.77%
Regional Technology	2,613	2,613	2,613		2,613				10,452											456,961				456,961	443,501	910,462	7.57%
Regional Outreach																											0.00%
Regional Training																											0.00%
Regional Vehicles	20,000	20,000							40,000	960															960	0.31%	
WorkKeys Assessments	3,000	3,000	1,000						7,000																	7,000	0.05%
<b>Total Budgeted</b>	<b>1,982,377</b>	<b>2,021,657</b>	<b>1,891,699</b>		<b>1,969,939</b>	<b>60,272</b>		<b>800,252</b>	<b>8,716,095</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>95,000</b>	<b>-</b>	<b>-</b>	<b>650,000</b>	<b>800,113</b>	<b>45,704</b>	<b>1,615,817</b>	<b>10,331,913</b>	<b>10,331,913</b>		
Unallocated	77,310	374,309	358,296		40,907	1,632	657,627	433,104	1,943,185		64,671	337,248	100,000	35,000	60,000	60,000	95,000	228,000	213,000							1,097,918	22.74%
<b>TOTAL</b>	<b>2,059,686</b>	<b>2,395,866</b>	<b>2,249,995</b>		<b>2,010,846</b>	<b>51,904</b>	<b>657,627</b>	<b>1,233,356</b>	<b>10,659,281</b>	<b>25,000</b>	<b>64,671</b>	<b>337,248</b>	<b>100,000</b>	<b>35,000</b>	<b>60,000</b>	<b>60,000</b>	<b>95,000</b>	<b>228,000</b>	<b>213,000</b>	<b>650,000</b>	<b>800,113</b>	<b>45,704</b>	<b>2,713,736</b>	<b>13,373,016</b>	<b>13,373,016</b>	<b>100.00%</b>	
% of Total	15.40%	17.92%	16.82%		15.04%	0.39%	4.92%	9.22%	79.71%	0.19%	0.48%	2.52%	0.75%	0.26%	0.45%	0.45%	0.71%	1.70%	1.59%	4.86%	5.98%	0.34%	20.29%	100.00%	100.00%		

FY 23 RSAB by County	Adult	DW	OSY	ISY/ TANF	EARN	Advance Central PA Total	Required Partners	Other Renters	Other FY 23 Total	FY 23 Total Budget	FY 22 Total
Centre (CE)	18,005	18,005	8,999	-	8,999	54,008	96,934	-	96,934	150,942	165,421
Clinton (CL)	19,851	19,851	9,818	-	9,818	58,938	91,382	-	91,382	150,320	160,175
Columbia/Montour (CM)	36,918	36,918	36,931	-	-	110,767	154,232	1,133	155,365	286,132	147,643
Lycoming (LY)	56,595	56,595	26,647	-	86,544	226,381	226,907	33,950	260,857	487,238	436,130
Mifflin (MI)	45,035	45,035	18,004	-	45,036	153,111	112,888	24,269	137,157	290,268	271,009
Northumberland/Snyder/Union (NSU)	29,407	29,407	18,106	-	49,761	126,680	144,507	23,604	168,111	294,791	276,004
<b>Total</b>	<b>205,611</b>	<b>205,611</b>	<b>118,506</b>	<b>-</b>	<b>200,158</b>	<b>729,886</b>	<b>826,850</b>	<b>82,956</b>	<b>909,806</b>	<b>1,639,692</b>	<b>1,456,380</b>
% of Total	28%	28%	16%	0%	27%	45%	50%	5%	55%	100%	

State Plan Training Targets	30% of FY 23 Allocation Less Admin	Training Budgeted	% of Training Requirement Achieved
WIOA Adult	316,517	174,284	55%
WIOA DW	340,827	154,443	45%
WIOA Youth	406,388	75,257	19%
Other		145,200	
<b>Total Training</b>	<b>1,063,732</b>	<b>549,184</b>	<b>52%</b>

\* Carryover amounts are based on estimated balances remaining 7/1/22.  
 ^ Advance Central PA actual Operating Budget is \$1,250,159

Service Contract Details	Program	Amount	Counties	Funded With:
CSO &	Job Seeker	\$ 1,198,381	CL, CM, LY, NSU	Adult, DW, Rapid Response
TIU	Job Seeker	\$ 368,254	CE, MI	Adult, DW, Rapid Response
TIU®	Business Services	\$ 869,732	All	Adult, DW, Youth, EARN, Rapid Response, TANF
CSIU	Out-of-School Youth	\$ 1,114,912	All	WIOA Youth, TANF Youth
CSO	In-School Youth	\$ 706,661	All	WIOA Youth, TANF Youth, BEP
CSO	EARN	\$ 1,409,518	All	EARN Rapid Response
CSO	The Link	\$ 95,866	All	Dislocated

Advance Central PA  
 FY 22 Contract Expense and Obligation Report  
 From 7/1/2021 Through 3/31/22

Contract Period	Contract Title	Available Funds	Total Expended	Obligated Funds <sup>1</sup>	% of Total Oblig. and Exp.	Unoblig. Amount
07/20 - 06/22	PY20 1st Inc. WIOA Adult	84,304	84,304	0	100.00%	0
10/20 - 06/22	PY20 2nd Inc. WIOA Adult	888,907	888,907	0	100.00%	0
07/21 - 06/23	PY21 1st Inc. WIOA Adult	241,435	86,563	130,729	90.00%	24,143
10/21 - 06/23	PY21 2nd Inc. WIOA Adult	1,137,912	0	475,581	41.79%	662,331
	<b>Adult Programs</b>	<b>2,352,558</b>	<b>1,059,774</b>	<b>606,310</b>	<b>70.82%</b>	<b>686,474</b>
10/20 - 06/22	PY20 2nd Inc. WIOA DW	1,301,663	1,091,830	98,741	91.47%	111,092
07/21 - 06/23	PY21 1st Inc. WIOA DW	258,005	0	232,204	90.00%	25,801
10/21 - 06/23	PY21 2nd Inc. WIOA DW	1,097,820	0	156,572	14.26%	941,248
	<b>Dislocated Worker Programs</b>	<b>2,657,488</b>	<b>1,091,830</b>	<b>487,517</b>	<b>59.43%</b>	<b>1,078,141</b>
07/21 - 06/22	PY19 Rapid Response	100,000	66,816	31,011	97.83%	2,173
10/20 - 06/22	PY20 Rapid Response	25,000	0	0	0.00%	25,000
	<b>Rapid Response Programs</b>	<b>125,000</b>	<b>66,816</b>	<b>31,011</b>	<b>78.26%</b>	<b>27,173</b>
04/20 - 06/22	PY20 WIOA Youth	735,252	660,317	0	89.81%	74,935
04/20 - 06/23	PY21 WIOA Youth	1,596,433	507,798	739,533	78.13%	349,102
07/20 - 06/22	PY20 TANF Youth	509,554	484,720	19,630	98.98%	5,204
07/21 - 06/22	PY21 TANF Youth	664,200	0	548,685	82.61%	115,515
02/21 - 09/21	PY20 SLIP	14,439	14,439	0	100.00%	0
01/20 - 06/22	PY19 Business & Education Partnership	79,633	30,955	0	38.87%	48,678
	<b>Youth Programs</b>	<b>3,599,511</b>	<b>1,698,229</b>	<b>1,307,848</b>	<b>83.51%</b>	<b>593,434</b>
07/20 - 06/21	EARN	2,720,377	1,134,647	766,465	69.88%	819,265
	<b>Welfare Programs</b>	<b>2,720,377</b>	<b>1,134,647</b>	<b>766,465</b>	<b>69.88%</b>	<b>819,265</b>
01/19 - 06/22	Next Gen 18 - Adv. Man.	66,596	285	0	0.43%	66,311
01/19 - 06/22	Next Gen 18 - Healthcare	65,541	250	0	0.38%	65,291
02/20 - 06/22	Next Gen 19 - Adv. Man.	233,572	1,136	0	0.49%	232,436
02/20 - 06/22	Next Gen 19 - Healthcare	247,640	6,673	0	2.69%	240,967
NA	IP Sustainability Fund	337,248	0	0	0.00%	337,248
	<b>Industry Partnerships</b>	<b>950,597</b>	<b>8,344</b>	<b>0</b>	<b>0.88%</b>	<b>942,253</b>
03/20 - 06/22	PASmart CNC Apprenticeship	241,053	106,723	0	44.27%	134,330
	<b>Reemployment Services</b>	<b>241,053</b>	<b>106,723</b>	<b>0</b>	<b>44.27%</b>	<b>134,330</b>
NA	Research Department	91,170	47,976	0	52.62%	43,194
NA	Gold Standard	64,671	2,264	945	4.96%	61,462
NA	Highmark Initiative	777	0	0	0.00%	777
NA	Engage	3,917	347	0	8.86%	3,570
05/20 - 06/22	COVID-19 PACL	149,384	46,188	103,196	100.00%	0
10/20 - 09/23	ARC Reboot	1,009,186	163,882	820,378	97.53%	24,926
08/21 - 06/30	Statewide Funds	272,207	215,088	0	79.02%	57,119
01/22 - 04/22	Statewide Funds	11,585	2,535	0	21.88%	9,050
08/21 - 12/22	Statewide Funds	45,000	0	0	0.00%	45,000
08/21 - 06/30	Statewide Funds	59,810	8,377	0	14.01%	51,433
	<b>Other Programs</b>	<b>1,707,707</b>	<b>475,745</b>	<b>924,519</b>	<b>82.00%</b>	<b>307,443</b>
	<b>Grand Total</b>	<b>14,354,291</b>	<b>5,642,108</b>	<b>4,123,670</b>	<b>68.03%</b>	<b>4,588,513</b>

**Notes:**

1 Obligated funds include the funds unexpended but obligated for the FY 22 subcontractor, training, and Resource Sharing Agreement budgets.

Advance Central PA  
Operating Budget to Actual Comparison  
From 7/1/2021 Through 3/31/2022

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	921,991	650,350	271,640.75	70.54%
Staff Travel & Development	28,418	3,628	24,790.22	12.77%
Board Expenses	8,674	2,321	6,353.00	26.76%
General Office Supplies	5,566	3,551	2,014.84	63.80%
Leases - Copiers/Equipment	2,500	553	1,947.39	22.10%
Outreach	2,250	605	1,645.45	26.87%
Subscriptions	22,251	15,231	7,020.05	68.45%
Memberships	10,510	8,655	1,855.47	82.35%
Vehicles	4,850	2,865	1,985.00	59.07%
Equipment And Furnishings	10,212	4,034	6,177.97	39.50%
Professional Fees	15,750	10,953	4,797.50	69.54%
Business Services	14,300	11,075	3,225.24	77.45%
Computer Services	31,944	14,883	17,061.28	46.59%
Facility Costs	<u>81,029</u>	<u>56,909</u>	<u>24,120.03</u>	<u>70.23%</u>
Total Operational Expenses	1,160,245.00	785,610.81	374,634.19	<u>67.71%</u>
Total Expenditures	1,160,245.00	785,610.81	374,634.19	<u>67.71%</u>

Notes:

\* Anticipated expenditure rate of 75%.

Advance Central PA  
 FY22 Consolidated RSAB Budget to Actual Comparison  
 From 7/1/2021 Through 3/31/2022

	Total Budget - Original	Current Year Actual	Variance - Original	Budget Expended *	Budget Remaining
<b>REVENUE:</b>					
WIOA Adult	188,687	110,193	78,494	58.40%	41.60%
WIOA Dislocated	188,687	110,193	78,494	58.40%	41.60%
WIOA In School Youth <sup>1</sup>	10,646	10,646	-	100.00%	0.00%
WIOA Out of School	92,903	54,550	38,353	58.72%	41.28%
EARN	172,486	101,411	71,075	58.79%	41.21%
Advance Central PA Total: <sup>2</sup>	<u>653,409</u>	<u>386,993</u>	<u>266,416</u>	<u>59.23%</u>	<u>40.77%</u>
WAGNER PEYSER	317,561	185,495	132,066	58.41%	41.59%
WP REGIONAL	12,112	7,915	4,197	65.35%	34.65%
VETS	73,413	43,799	29,614	59.66%	40.34%
RAPID RESPONSE	1,683	948	735	56.33%	43.67%
OVR	92,884	53,630	39,254	57.74%	42.26%
STAFF	12,112	7,915	4,197	65.35%	34.65%
DEVELOPMENT					
OVERSIGHT	12,112	7,915	4,197	65.35%	34.65%
TRADE	25,979	15,840	10,139	60.97%	39.03%
State Partner Total:	<u>547,855</u>	<u>323,457</u>	<u>224,398</u>	<u>59.04%</u>	<u>40.96%</u>
Total REVENUE	<u>1,201,264</u>	<u>710,450</u>	<u>490,814</u>	<u>59.14%</u>	<u>40.86%</u>
<b>EXPENSES:</b>					
<b>PERSONNEL</b>					
Total PERSONNEL	<u>476,511</u>	<u>323,125</u>	<u>153,386.81</u>	<u>67.81%</u>	<u>32.19%</u>
<b>FACILITY</b>					
Total FACILITY	<u>648,294</u>	<u>425,928</u>	<u>222,366.11</u>	<u>65.70%</u>	<u>34.30%</u>
<b>OPERATIONAL <sup>3</sup></b>					
Total OPERATIONAL	<u>329,132</u>	<u>135,568</u>	<u>193,564</u>	<u>41.19%</u>	<u>58.81%</u>
<b>USAGE FEE (Non-Partner Renters)</b>					
Total USAGE FEE	<u>263,284</u>	<u>174,170</u>	<u>89,113</u>	<u>66.15%</u>	<u>33.85%</u>
TOTAL EXPENDITURES	<u>1,190,654</u>	<u>710,450</u>	<u>480,203</u>	<u>59.67%</u>	<u>40.33%</u>

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 75%.

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 Advance Central PA is responsible for approximately 54% of the total shared PA CareerLink<sup>®</sup> operating costs compared to 46% paid by other required PA CareerLink<sup>®</sup> partners.

Advance Central PA  
 Subcontractor Budget and Actual Comparison  
 From 7/1/2021 Through 3/31/2022

**Tuscarora Intermediate Unit 11(TIU)**

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended <sup>1</sup>	Percent Total Budget Remaining
<b>OPERATIONAL EXPENSES <sup>2</sup></b>					
Adult Pool	512,598	358,700	153,898	69.98%	30.02%
Dislocated Worker Pool	511,500	389,989	121,511	76.24%	23.76%
OS Youth Pool <sup>3</sup>	109,836	69,283	40,553	63.08%	36.92%
TANF	30,000	19,094	10,906	63.65%	36.35%
ARC Reboot	73,780	53,931	19,849	73.10%	26.90%
EARN Pool <sup>3</sup>	100,000	63,282	36,718	63.28%	36.72%
<b>Total OPERATIONAL EXPENSES</b>	<b>1,337,714</b>	<b>954,279</b>	<b>383,435</b>	<b>71.34%</b>	<b>28.66%</b>
<b>DIRECT CUSTOMER SERVICES <sup>4</sup></b>					
Adult Pool	2,500	900	1,600	36.00%	64.00%
Dislocated Worker Pool	3,598	900	2,698	25.01%	74.99%
<b>Total DIRECT CUSTOMER SERVICES</b>	<b>6,098</b>	<b>1,800</b>	<b>4,298</b>	<b>29.52%</b>	<b>70.48%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,343,812</b>	<b>956,079</b>	<b>387,733</b>	<b>71.15%</b>	<b>28.85%</b>

**Central Susquehanna Opportunities, Inc. (CSO)**

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended <sup>1</sup>	Percent Total Budget Remaining
<b>OPERATIONAL EXPENSES <sup>2</sup></b>					
Adult Pool	606,892	336,961	269,931	55.52%	44.48%
IS Youth Pool	335,661	242,698	92,963	72.30%	27.70%
TANF Youth	252,248	122,259	129,989	48.47%	51.53%
Dislocated Worker Pool	606,892	389,471	217,421	64.17%	35.83%
Business Edu. Partnership	8,448	8,448	0	100.00%	0.00%
Rapid Response <sup>5</sup>	95,866	65,368	30,498	68.19%	31.81%
ARC Reboot	107,711	61,618	46,093	57.21%	42.79%
EARN Pool	1,534,461	746,743	787,718	48.66%	51.34%
EARN SNAP	46,092	25,951	20,141	56.30%	43.70%
<b>Total OPERATIONAL EXPENSES</b>	<b>3,594,271</b>	<b>1,999,517</b>	<b>1,594,754</b>	<b>55.63%</b>	<b>44.37%</b>



<b>DIRECT CUSTOMER SERVICES <sup>4</sup></b>					
Adult Pool	10,000	5,103	4,897	51.03%	48.97%
IS Youth Pool	212,026	63,568	148,458	29.98%	70.02%
TANF Youth	157,630	59,971	97,659	38.05%	61.95%
Dislocated Worker Pool	10,000	2,606	7,394	26.06%	73.94%
ARC	4,000	88	3,912	2.20%	97.80%
EARN Pool	86,400	30,552	55,848	35.36%	64.64%
<b>Total DIRECT CUSTOMER SERVICES</b>	<b>480,056</b>	<b>161,888</b>	<b>318,168</b>	<b>33.72%</b>	<b>66.28%</b>
<b>TOTAL EXPENDITURES</b>	<b>4,074,327</b>	<b>2,161,405</b>	<b>1,912,922</b>	<b>53.05%</b>	<b>46.95%</b>

**Central Susquehanna Intermediate Unit**

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended	Percent Total Budget Remaining
<b>OPERATIONAL EXPENSES <sup>2</sup></b>					
TANF Youth	106,442	61,413	45,029	57.70%	42.30%
OS Youth Pool	631,527	548,014	83,513	86.78%	13.22%
<b>Total OPERATIONAL EXPENSES</b>	<b>737,969</b>	<b>609,427</b>	<b>128,542</b>	<b>82.58%</b>	<b>17.42%</b>
<b>DIRECT CUSTOMER SERVICES <sup>4</sup></b>					
TANF Youth	63,580	16,182	47,398	25.45%	74.55%
OS Youth Pool	254,324	39,475	214,849	15.52%	84.48%
<b>Total DIRECT CUSTOMER SERVICES</b>	<b>317,904</b>	<b>55,657</b>	<b>262,247</b>	<b>17.51%</b>	<b>82.49%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,055,873</b>	<b>665,084</b>	<b>390,789</b>	<b>62.99%</b>	<b>37.01%</b>

**NOTES:**

1 Anticipated expenditure rate of 75% 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<sup>®</sup> 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.



**FY22 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS**  
As of **5/31/2022**

Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance	Number of Participants	Percentage of Total Budget Obligated
<b>INDIVIDUAL TRAINING ACCOUNTS (ITAs)</b>						<b>FY22 ITA</b>	
Adult	\$61,890	\$5,242	\$56,639	\$61,881	\$9	19	99.99%
Adult POS	\$117,090	\$39,047	\$74,791	\$113,838	\$3,251	38	97.22%
Dislocated Worker	\$100,373	\$8,128	\$74,506	\$82,634	\$17,739	24	82.33%
<b>TOTAL ITA</b>	<b>\$279,353</b>	<b>\$52,417</b>	<b>\$205,937</b>	<b>\$258,353</b>	<b>\$21,000</b>	<b>81</b>	<b>92.48%</b>

<b>ON THE JOB TRAININGS (OJTs)</b>						<b>FY22 OJT</b>	
Adult	\$28,427	\$16,465	\$11,792	\$28,256	\$170	7	99.40%
Adult POS	\$36,227	\$7,554	\$25,705	\$33,259	\$2,968	7	91.81%
Dislocated Worker	\$66,916	\$962	\$30,352	\$31,314	\$35,602	6	46.80%
Out of School Youth	\$79,822	\$3,366	\$14,635	\$18,000	\$61,822	6	22.55%
<b>TOTAL OJT</b>	<b>\$211,391</b>	<b>\$28,346</b>	<b>\$82,483</b>	<b>\$110,829</b>	<b>\$100,562</b>	<b>26</b>	<b>52.43%</b>
<b>TOTAL ITA/OJT</b>	<b>\$490,744</b>	<b>\$80,762</b>	<b>\$288,420</b>	<b>\$369,182</b>	<b>\$121,562</b>	<b>107</b>	<b>75.23%</b>

<b>INCUMBENT WORKER TRAINING</b>						<b>Number of Participants</b>	<b>Percentage of Total Budget Obligated</b>
Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance		
Next Gen Adv. Manuf. 2019	\$68,000	\$0	\$27,900	\$27,900	\$40,100	20	41%
Next Gen Healthcare 2019	\$65,751	\$0	\$0	\$0	\$65,751	0	0%
Next Gen Adv. Manuf. 2020	\$210,000	\$0	\$0	\$0	\$210,000	0	0%
Next Gen. Healthcare 2020	\$193,800	\$0	\$0	\$0	\$193,800	0	0%
<b>Total</b>	<b>\$343,751</b>	<b>\$0</b>	<b>\$27,900</b>	<b>\$27,900</b>	<b>\$315,851</b>	<b>20</b>	<b>8%</b>

## FY22 Central Region Budget Updates As of June 15, 2022

The Central Region has increased revenues of \$759,756 from the budget presented at the March 16, 2022 meeting for a revised available revenue total of \$15,243,024. Adjustments include additional Dislocated Worker funds, increases in unrestricted funds due to donations from SIDCO, PC Works, and Susquehanna University, an adjustment to the PREP funds, and new grants: PAsmart Apprenticeship CPI and FIT 4 Construction.

Advance Central PA's available funding for operations increased by \$50,558 due to the additional Dislocated Worker funds, an EARN modification, and the new Fit 4 Construction and PAsmart Apprenticeship CPI grants.

The training budget decreased by \$20,138 mainly due to an EARN modification based on the recent RFP.

The Service Delivery budgets for CSO, TIU, and Other Service Delivery partners increased. CSO increased due to the EARN modification as well as the Fit 4 Construction grant. TIU's budget increased due to the Fit 4 Construction grant. The Other Service Delivery partner budget decreased in EARN due to the modification but had a large increase due to the PAsmart Apprenticeship CPI grant.

The Regional Budget decreased by \$49,888. The Regional Technology budget increased slightly in the EARN modification, however, this was offset by a larger decrease in Regional Outreach in the modification.

**Note:** Additional financial details can be found on the back of this page.

**Advance Central PA  
FY 22 Central Region Budget Updates  
As of June 15, 2022**

Following is the net change to the FY22 Revenues that were presented on March 16, 2022. Changes include additional Dislocated Worker funds, increases in unrestricted funds due to donations from SIDCO, PC Works, and Susquehanna University, an adjustment to the PREP funds, and new grants: PASmart Apprenticeship CPI and FIT 4 Construction.

<b>Total Revenues presented 3/16/22</b>	\$ 14,483,268
<b>Adjustments:</b>	
DW	121
PREP	935
Unrestricted	101,200
PASmart Apprenticeship CPI	650,000
FIT 4 Construction	7,500
Net Increase	759,756
<b>Revised Available Revenues</b>	<u>\$ 15,243,024</u>

Below is a summary of adjustments to the FY22 expense budgets along with explanations for the changes. The budgets represent all funding sources.

<b>Total Budget presented 3/16/22</b>	\$ 14,483,268
Net Increase in Allocated Funds	629,811
Net Increase in Unallocated Funds	129,944
<b>Revised Total Budget</b>	<u>\$ 15,243,023</u>

Advance Central PA's available budget increased due to the additional Dislocated Worker funds, an EARN modification, and the new Fit 4 Construction and PASmart Apprenticeship CPI grants.

<b>Advance Central PA Budget presented 3/16/22</b>	\$ 1,242,245
<b>Adjustments:</b>	
Net Increase	50,558
<b>Revised Advance Central PA Budget</b>	<u>\$ 1,292,803</u>

The training budget decreased mainly due to an EARN modification based on the recent RFP.

<b>Training Budget presented 3/16/22</b>	\$ 1,606,630
Net Decrease	(20,138)
<b>Revised Training Budget</b>	<u>\$ 1,586,492</u>

The Service Delivery budgets for CSO, TIU, and Other Service Delivery partners increased. CSO increased due to the EARN modification as well as the Fit 4 Construction grant. TIU's budget increased due to the Fit 4 Construction grant. The Other Service Delivery partner budget decreased in EARN due to the modification but had a large increase due to the PASmart Apprenticeship CPI grant.

	<b>CSO</b>	<b>TIU</b>	<b>CSIU</b>	<b>Other</b>
<b>Service Delivery Budgets presented 3/16/22</b>	\$ 3,103,994	\$ 1,458,872	\$ 930,315	\$ 1,966,767
Net Increase	107,200	2,218	-	539,861
<b>Revised Service Delivery Budgets</b>	<u>\$ 3,211,194</u>	<u>\$ 1,461,090</u>	<u>\$ 930,315</u>	<u>\$ 2,506,628</u>

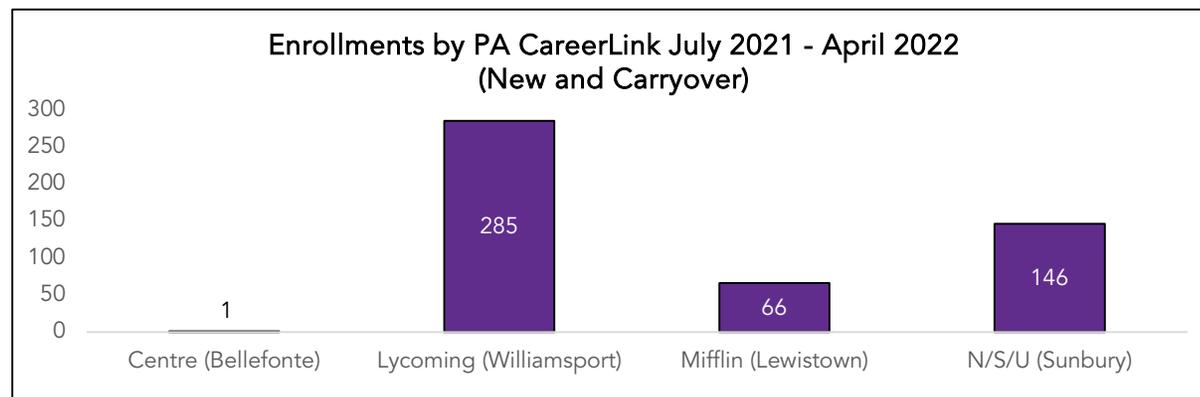
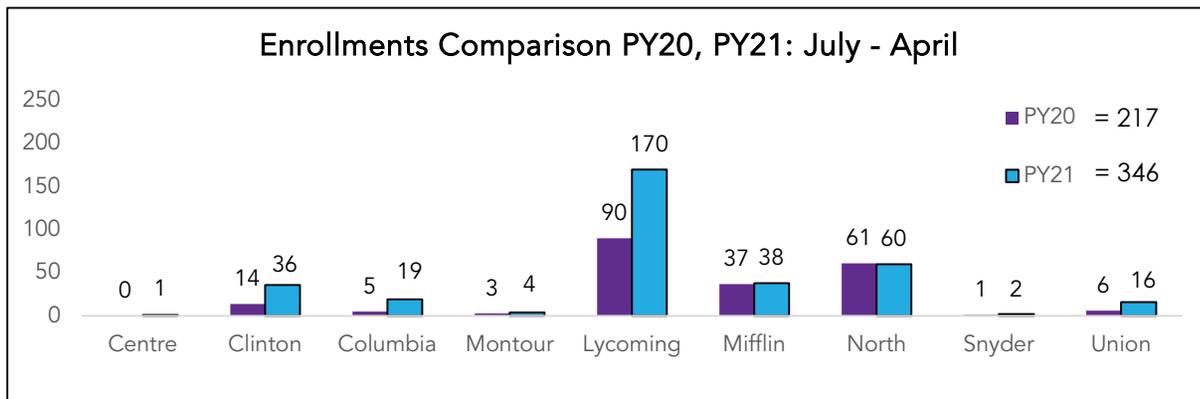
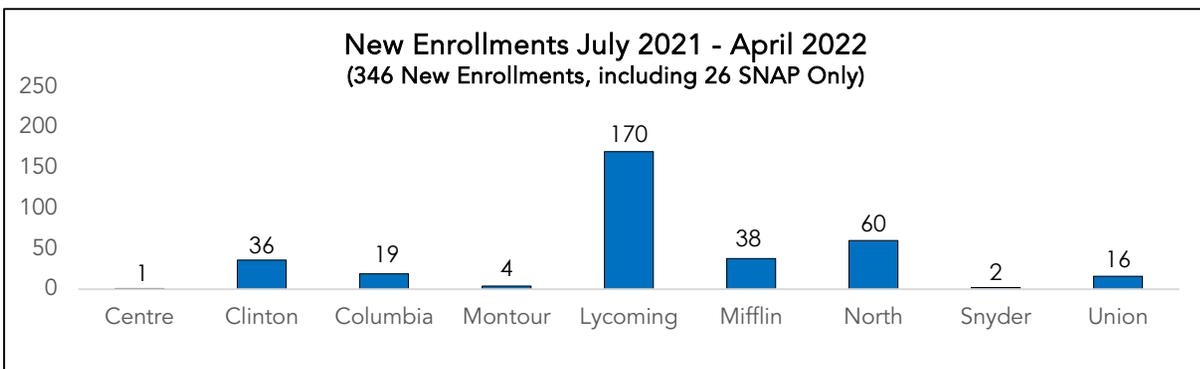
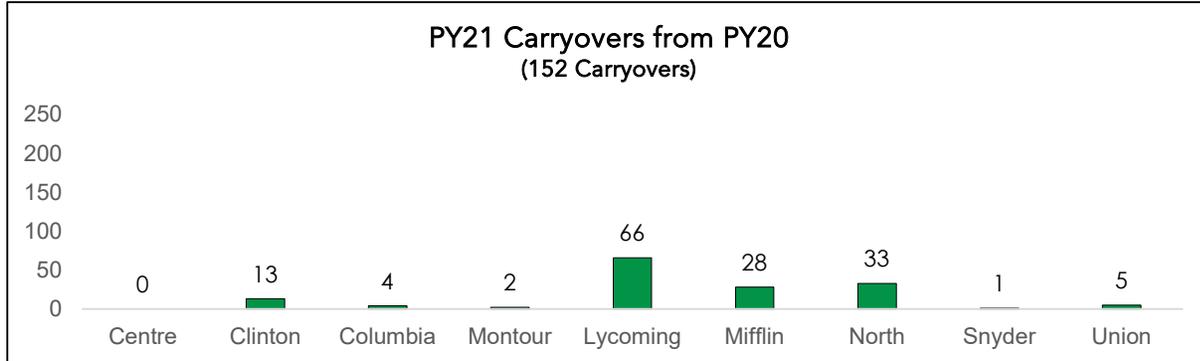
The Regional Technology budget increased and the Regional Outreach budget decreased due to the EARN modification.

<b>Regional and Other Budget presented 3/16/22</b>	\$ 644,595
Net Decrease	(49,888)
<b>Revised Regional and Other Budget</b>	<u>\$ 594,707</u>

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

<b>Unallocated Budget presented 3/16/22</b>	\$ 2,276,442
<b>Adjustments:</b>	
Net Increase	129,944
<b>Revised Unallocated Budget</b>	<u>\$ 2,406,386</u>

## EARN Program Year 2021-2022 Enrollment Report



## Sammy's Story: 2022 DHS Governor's Achievement Award Winner

Raymol "Sammy" Rodriguez enrolled in the Lycoming County EARN program on November 16, 2020 after overcoming tremendous obstacles. He and his pregnant wife had fled Cuba seeking refuge and freedom in the United States, in hopes of then bringing their other two children as well. Sammy's wife was quickly granted asylum, and after 3 months of detention, he was as well. In the three months they were apart, his wife settled in Central PA with the help of a friend, churches, and community organizations; she also gave birth. Once reunited, the husband and wife wanted to seek employment; Sammy had experience with IT in Cuba. However, they needed to wait for their Legal Permanent Residency Card to do so. Seeking benefits, Sammy enrolled in EARN with high hopes.

In reviewing the referred case, an EARN staff person saw his background and requested Sammy's case, for she too was an immigrant and wanted to provide her experience and support to him. With his assigned staff person, and the Central Region EARN program's implementation of family-centric programming aligned with DHS directives, Sammy received holistic services aligned with the needs of his family. Staff balanced the use of evidence based best practices in motivational interviewing and relationships with community partners to help keep Sammy engaged and moving forward to meet goals.

When Sammy's wife started working part time, Sammy continued to await his documentation that would allow him to work. He took on the role of caregiver, so EARN helped him review ELRC facilities. With concerns about their child entering daycare, EARN staff helped the family consider questions to ask of providers so they'd be more comfortable. Resources were shared, including information about local food banks. Staff helped Sammy enroll in ESL classes, and helped him continue to navigate immigration and community services. In March 2021, with documentation in place to work, Sammy wasted no time and accepted a position as a laborer. EARN staff continued to assist Sammy, including to update his resume and explore how he might use his IT experience in the US. To expand opportunities, Sammy needed to overcome transportation barriers. With EARN incentive service funds, he attended driver's education and then successfully obtained his PA Driver's License.





He was laid off in August 2021, but was rapidly re-employed by the end of that month, in an IT Technician position making \$18.75 per hour. He has purchased a car, his TANF and SNAP benefits have closed, and he and his wife continue to work to bring their two children to Central PA from Cuba and build their own American Dream.

EARN continues to deploy services and collaborate with community partners as needed to the betterment of Sammy's family and will do so throughout Retention. Services include monthly Retention incentives which Sammy has reported using to purchase diapers and necessities and even birthday gifts for their son. Other services include continued coordination with the ESL provider, guidance related to personal growth and work-life balance, and support in overcoming anything that is thrown their way.

“ We decide to come here, because all the situation of our communist country is going through and because USA is a safer place to live, when we just got here in 2019 we had nothing in our hands, but it was more than what we had in our country because we found our freedom here, so we made ourselves stronger because we wanted to move forward and have a better future for our kids, we received a lot of help from different wonderful programs like "thrive international" "family promise" "journey house" and "CareerLink, especially Ira" and through all these programs we learned how to speak English, how build our credit, how to drive and basically how everything works here in United States of America, now we found work, and we are starting to see the light at end of the path thanks to all the motivation and hard work from us and all the beautiful people who helped us. ”

- Sammy Rodriguez



# Monitoring Update

## March 2021 through May 2022

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.

Following are brief summaries of monitoring conducted by Advance Central PA between March and May 2022.

### ON-THE-JOB TRAINING (OJT) CONTRACT MONITORING

- Staff completed a desk review of 6 new contracts submitted for approval for begin dates between March 2022 and May 2022; each of contracts were approved for funding. In addition, staff completed desk reviews for the 3 other open OJT contracts 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.
- OJT contract monitoring also included onsite visits to four employers in Mifflin, Lycoming, and Centre counties. No compliance issues were found with those Adult and Dislocated Worker OJT contracts.

### 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 120 program offerings have been approved by both Advance Central PA and the state to date. Applications may be submitted at any time during the year.

### SUBRECIPIENT FISCAL MONITORING

Staff facilitated in-depth fiscal monitoring of subrecipients: Central Susquehanna Intermediate Unit (CSIU), Central Susquehanna Opportunities, Inc. (CSO), and Tuscarora Intermediate Unit 11 (TIU) and issued reports with outcomes as follow.

- A corrective action plan received from CSIU addressed the two required actions and one recommendation. With the provision of additional technical assistance, the monitoring was successfully closed.
- A corrective action plan from CSO was received in response to two required actions and three recommendations. The response was sufficient and the monitoring was closed.
- A formal report was issued to TIU dated May 16<sup>th</sup> requiring nine corrective actions and two recommendations. TIU's response is forthcoming.

### PA CAREERLINK® OPERATIONS MONITORING

Advance Central PA visited four PA CareerLink® offices (Sunbury, Bloomsburg, Bellefonte, Lewistown) to observe and monitor overall site operations. In total, 35 partner program staff were interviewed. One workshop was attended and observations were made in each CRA and reception area. Formal reports are forthcoming.

### IN-SCHOOL YOUTH (ISY) MONITORING

Central Susquehanna Opportunities, Inc. (CSO) submitted an initial corrective action plan addressing ten required actions and two recommendations outlined in the program year 2021 monitoring report. Staff reviewed the plan and requested additional information and supplemental materials. CSO has submitted their response and staff is reviewing; determination of acceptance of the CAP is forthcoming.

### OUT OF-SCHOOL YOUTH (OSY) MONITORING

Advance Central PA reviewed 24 case files for the program year 2021 operations monitoring of the OSY program operated by Central Susquehanna Intermediate Unit (CSIU). A formal report was issued on June 2<sup>nd</sup> with three required actions and five recommendations. A response is forthcoming.

### OPERATOR CONSORTIUM MONITORING

The program year 2021 monitoring of the Operator Consortium included a self-monitoring tool component and a survey of partner program staff designed to allow them to provide insight into efficacy, etc. Advance Central PA issued a formal response to accept the results of the self-monitoring tool and partner staff surveys as satisfactory concluding the monitoring.

### EARN MONITORING

Advance Central PA received and accepted CSO's corrective action plan to address the eight required actions and four recommendations outlined in the program year 2020 monitoring report. This monitoring is now closed.

### EQUAL OPPORTUNITY MONITORING

- CSO completed an Equal Opportunity self-monitoring survey in conjunction with the program year 2021 ISY program operations monitoring. One recommendation was provided by Advance Central PA upon review of CSO's completed survey. An acceptable response was received, CSO and the ISY program were found compliant, and the monitoring is now closed.
- CSIU completed an Equal Opportunity self-monitoring survey in conjunction with the program year 2021 OSY program operations monitoring. Advance Central PA had no findings and the monitoring is closed.
- Staff completed required physical accessibility monitoring of each PA CareerLink® site in accordance with WIOA, 29 CFR, and the 2012 ADA Standards for Accessible Design. Multiple findings were documented in reports to the Operator. Site Administrators are working with building owners to resolve findings while CSO worked to assure compliance on The Link. Final reports confirming all corrective actions have been taken as necessary have been issued to the Operator for Centre County, Clinton County, and Mifflin County. Some of the required actions to bring the other sites into full compliance are still pending landlord completion.

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

BWDA facilitated monitoring focused on fiscal integrity and audits, local monitoring, the One-Stop Operator, and COVID-19 National Dislocated Worker Grant. Staff gathered and submitted all requested documentation to date. It is anticipated that BWDA will next be requesting case files to complete this monitoring.

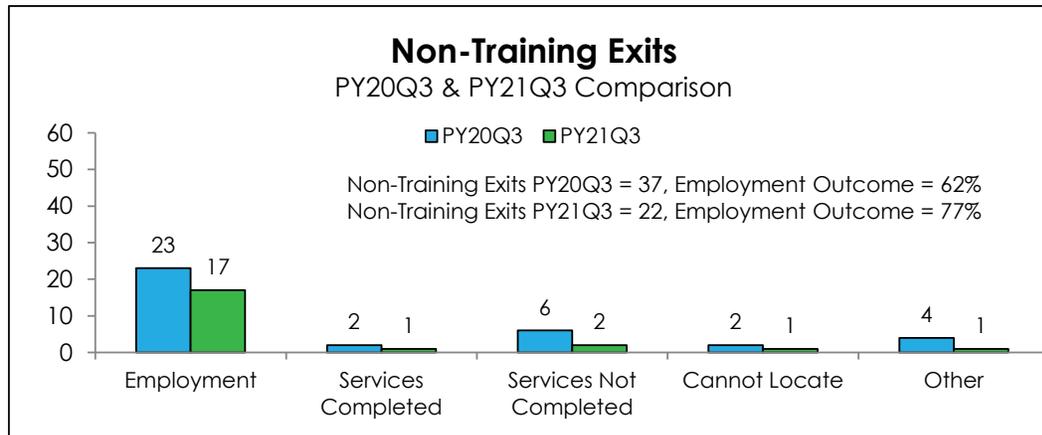
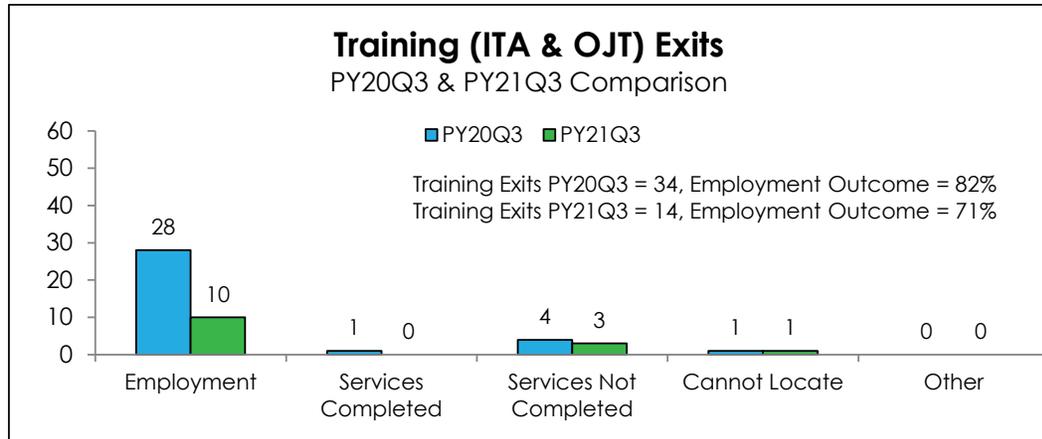
# Adult/Dislocated Worker Outcomes Report PY20 Q3 and PY21 Q3 Comparison

January 1, 2021 - March 31, 2021 & January 1, 2022 - March 31, 2022

## Central Pennsylvania



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



**Other\*** PY20Q3: Health, Medical (3), Retirement (1)  
**(applies to All Exits)** PY21Q3: Retirement (1)

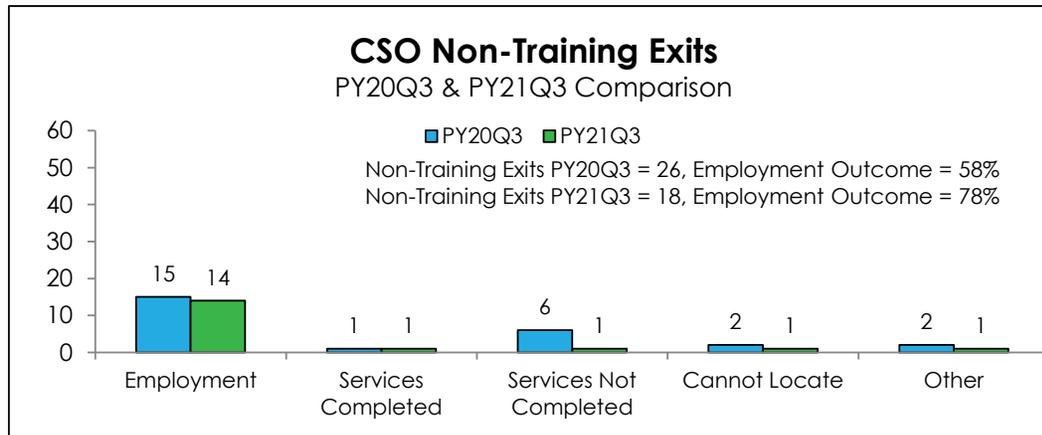
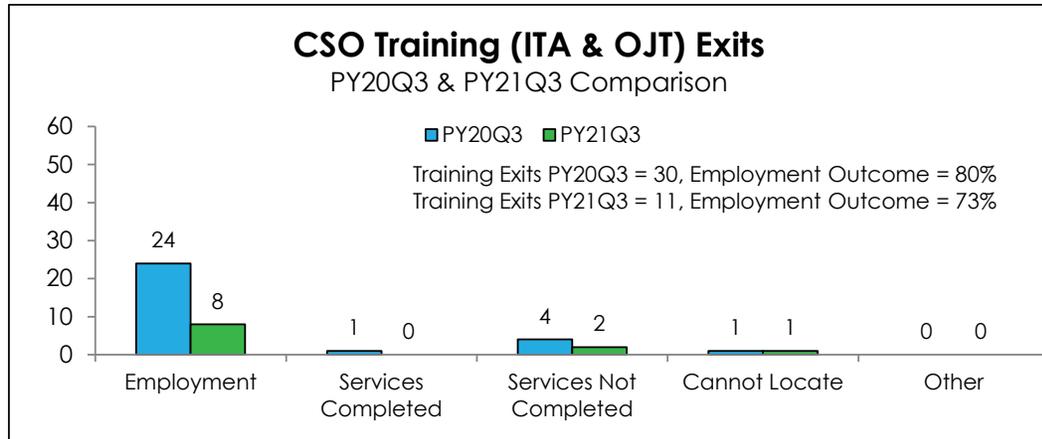
# Adult/Dislocated Worker Outcomes Report PY20 Q3 and PY21 Q3 Comparison

January 1, 2021 - March 31, 2021 & January 1, 2022 - March 31, 2022

## 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.**

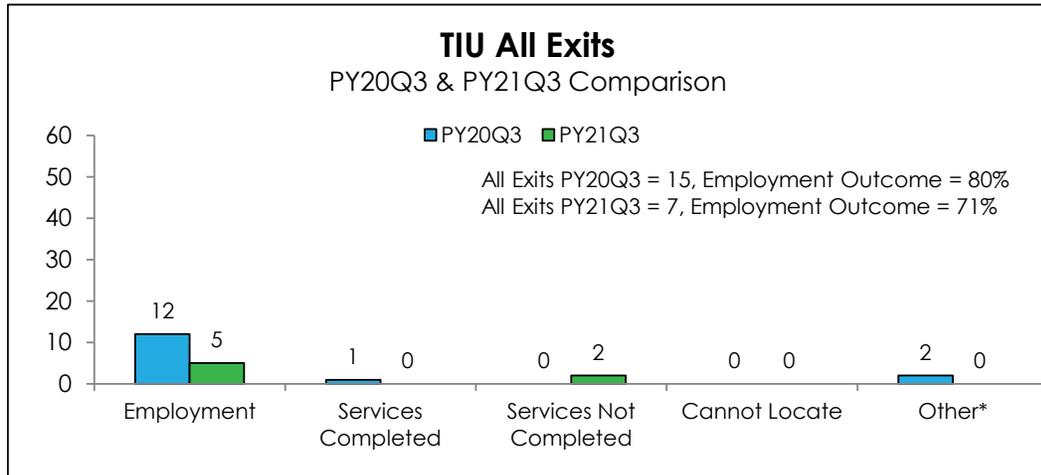


**Other\*** PY20Q3: Health, Medical (1), Retirement (1)  
**(applies to All Exits)** PY21Q3: Retirement (1)

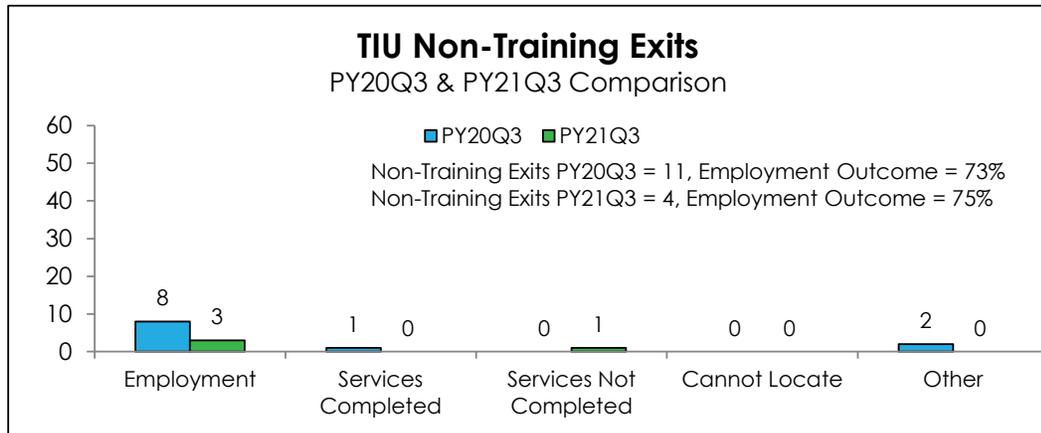
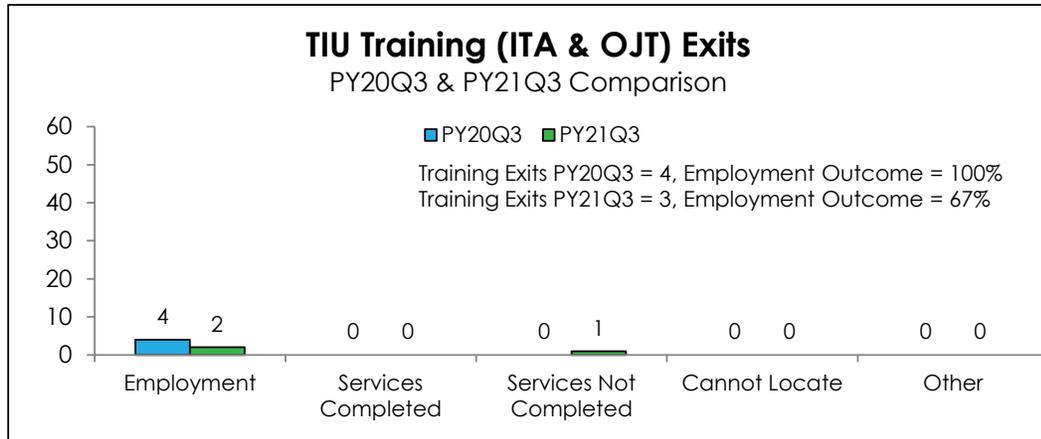
# Adult/Dislocated Worker Outcomes Report PY20 Q3 and PY21 Q3 Comparison

January 1, 2021 - March 31, 2021 & January 1, 2022 - March 31, 2022

## 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\***      PY20Q3: Health, Medical (2)  
(applies to All Exits)

## Business Profiles as of 6/1/22 (Total of 88)

### Centre County (7)

Cintas  
Glenn O. Hawbaker  
Home Instead Senior Care  
Juniper Village at Brookline  
Scott's Landscaping, Inc.  
South Hills School of Business & Technology  
Strawberry Fields, Inc.

### Clinton County (5)

Chapman Township  
First Quality Enterprises, Inc.  
Highway Equipment & Supply Co.  
Susque-View Home Inc.  
Wayne Township Landfill

### Columbia County (12)

Autoneum North America, Inc.  
Boulder Landscape, LLC  
CSS Industries, Inc.  
Dyco Inc.  
Girton Manufacturing Co., Inc.  
Independence Honda  
JDK Management Company, LP  
MSP  
Sekisui SPI  
The Foundation of the Columbia Montour Chamber  
Vision Home Builders  
Zeigler Institute for Professional Development (ZIPD) – Bloomsburg University

### Lycoming County (12)

Cable Services Company, Inc.  
Construction Specialties, Inc.  
Emergency Medical Transportation Solutions, LLC  
Intrada Technologies  
Jersey Shore Branch YMCA  
Lewis Lumber Products  
Pennsylvania College of Technology  
Qor-Tek, Inc.  
PMF Industries Inc.  
Ralph S Alberts Company  
UPMC Susquehanna  
Wire Rope Works, Inc.

### Mifflin County (4)

Central PA Dock & Door, LLC  
Hide-n-Seek Christian Daycare  
Tuscarora Intermediate Unit 11-CEWS  
William Penn Healthcare and Rehabilitation Center

### Montour County (3)

Geisinger  
Grandview Nursing and Rehabilitation  
Service 1<sup>st</sup> Federal Credit Union

### Northumberland County (19)

Assist Home Care, Inc.  
Central Builders Supply Company  
Central Susquehanna Opportunities, Inc.  
Community Services Group (CSG)  
Furmano Foods  
Great Dane  
IT Data Consultants, Inc.  
Knoebels Amusement Resort  
LandPro Equipment LLC  
Luzerne County Community College:  
Northumberland Regional Center  
Nottingham Village  
Professional Drivers Academy  
Sentry Services and Supports  
Service Electric Cablevision  
Triangle Tech  
T-Ross Brothers Construction  
Watsontown Trucking Company  
Weis Markets  
Zartman Construction, Inc.

### Snyder County (10)

Apex Homes of PA, LLC  
Architectural Precast Innovations, Inc.  
Conestoga Wood Specialties  
Kreamer Feed, Inc  
LEP Management Education  
Meck-Tech, Inc.  
Northway Industries  
PIC Group, Inc.  
Supercuts  
Timberhaven Log & Timber Homes

### Union County (9)

Advance Central PA  
Albright Care Services/Riverwoods  
Bucknell University  
Contrast Communications  
GAF  
Lewisburg Children's Museum  
TPS – Thermal Product Solutions  
Visiting Angels  
XPO Logistics

### Other Counties – Dauphin, Juniata, Lehigh & Montgomery (7)

Commonwealth of Pennsylvania  
Empire Kosher Poultry  
Fine Wine & Good Spirits Stores  
Pennsylvania Historical & Museum Commission  
PPL Electric Utilities  
Shreiner Tree Care  
The Juniata Valley Bank

## Available Experiences as of 6/1/22 (Total of 43)

	County	Business/Organization	Experience Type
1	Centre	Geisinger Co-Op Program; Ambulatory (Clinical)	Co-Op
2	Centre	Geisinger Co-Op Program; Food Service	Co-Op
3	Clinton	Wayne Township Landfill	Job Shadow
4	Lycoming	Emergency Medical Transport Solutions, LLC	Co-Op
5	Lycoming	Emergency Medical Transport Solutions, LLC	Internship
6	Lycoming	Emergency Medical Transport Solutions, LLC	Guest Speaker
7	Lycoming	Emergency Medical Transport Solutions, LLC	Job Shadow
8	Lycoming	Emergency Medical Transport Solutions, LLC	Mentoring
9	Lycoming	PMF Industries Inc.	Co-Op
10	Lycoming	PMF Industries Inc.	Guest Speaker
11	Lycoming	PMF Industries Inc.	Industry Tour
12	Lycoming	PMF Industries Inc.	Job Shadow
13	Lycoming	PMF Industries Inc.	Pre-Apprenticeship
14	Lycoming	Ralph S Alberts Company	Summer Employment
15	Lycoming	Ralph S Alberts Company	Internship
16	Mifflin	Hide-n-Seek Christian Daycare	Job Shadow
17	Montour	Geisinger Co-Op Program; EVS (Nonclinical)	Co-Op
18	Montour	Geisinger Co-Op Program; Ambulatory (Clinical)	Co-Op
19	Montour	Geisinger Co-Op Program; Food Service	Co-Op
20	Montour	Service 1 <sup>st</sup> Federal Credit Union	Co-Op

## Available Experiences as of 6/1/2022 (Total of 43)

	County	Business/Organization	Experience Type
21	Northumberland	LandPro Equipment LLC	Co-Op
22	Northumberland	LandPro Equipment LLC	Internship
23	Northumberland	LandPro Equipment LLC	Job Shadow
24	Northumberland	T-Ross Brothers Construction	Summer Employment
25	Northumberland	T-Ross Brothers Construction	Co-Op
26	Snyder	Conestoga Wood Specialties	Co-Op
27	Snyder	Conestoga Wood Specialties	Industry Tour
28	Snyder	Conestoga Wood Specialties	Job Shadow
29	Snyder	Emergency Medical Transport Solutions, LLC	Summer Employment
30	Snyder	Northway Industries, Inc.	Teacher In the Workplace
31	Snyder	Northway Industries, Inc.	Co-Op
32	Snyder	Northway Industries, Inc.	Industry Tour
33	Snyder	Northway Industries, Inc.	Internship
34	Snyder	Northway Industries, Inc.	Job Shadow
35	Snyder	Northway Industries, Inc.	Summer Employment
36	Snyder	Service 1 <sup>st</sup> Federal Credit Union	Co-Op
37	Snyder	Super Cuts	Co-Op
38	Snyder	Super Cuts	Job Shadow
39	Snyder	PIC Group, Inc.	Internship
40	Union	Advance Central PA	Internship
41	Union	GAF	Industry Tour
42	Union	Lewisburg Children's Museum	Volunteer Opportunity
43	Union	TPS – Thermal Product Solutions	Industry Tour



### TECHNICAL CAREERS

*(Apprenticeship, Associate's Degree, Advanced Certification, Experience, etc.)*

- Electrician
- Welder
- Maintenance Technician
- Controls Technician
- Accounts Payable Clerk
- Human Resources Administrator
- Production Supervisor
- Lead Operator
- Millwright
- CNC Operator
- IT Desktop Support
- Logistician

### PROFESSIONAL CAREERS

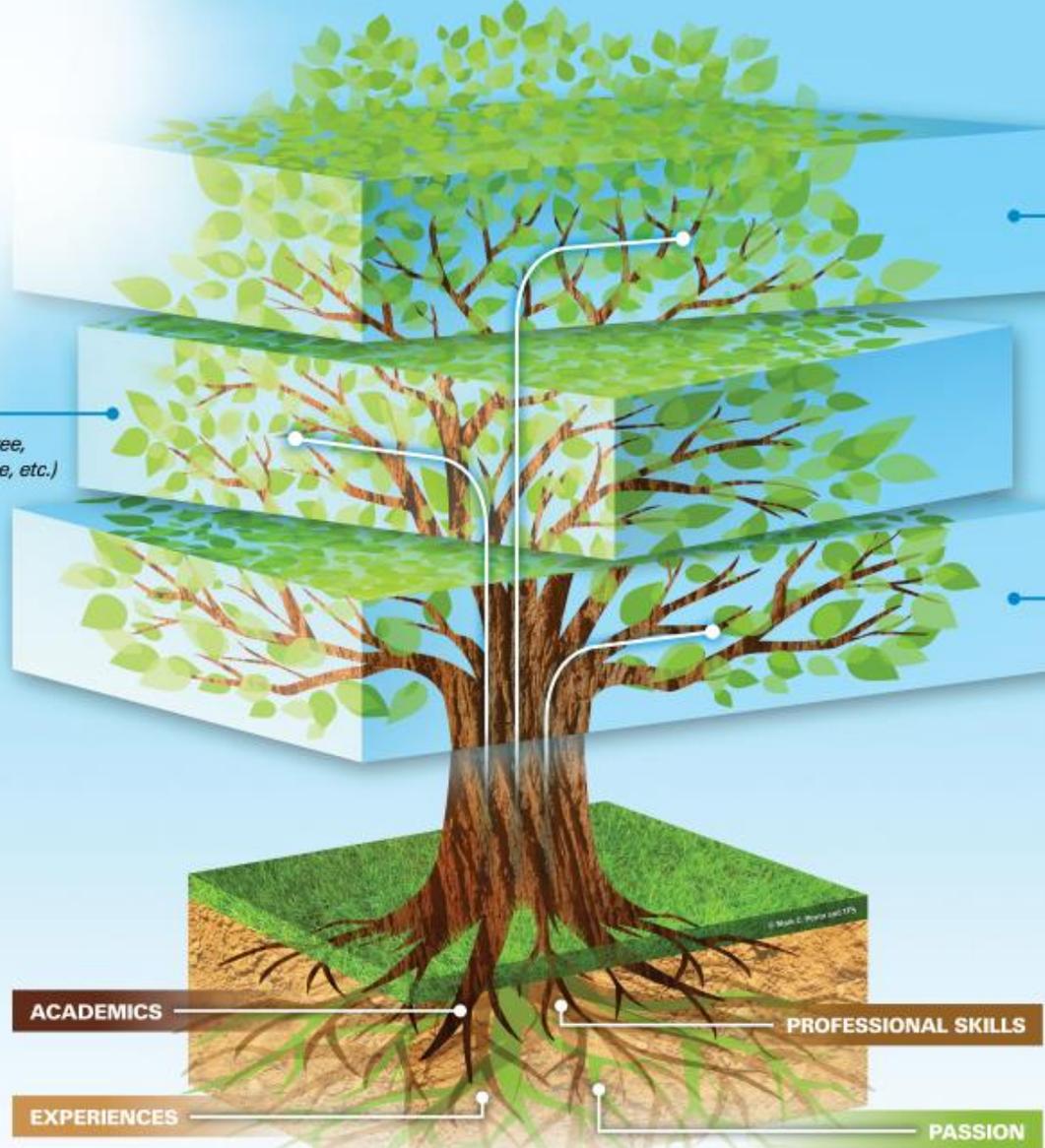
*(Bachelor's, Master's, Ph.D., Specialized Training, Experience, etc.)*

- Manufacturing Engineer
- Plant Operations Manager
- Automation Engineer
- Maintenance Manager
- Environmental Health and Safety Manager
- Human Resources Manager
- Sales Manager
- Quality Manager
- IT Manager
- Research & Development
- Production Manager
- Customer Service Manager

### ENTRY-LEVEL CAREERS

*(with Program Completion)*

- Machine Operator
- Packer
- File Clerk
- Customer Service
- Assembler
- Janitor
- Administrative Assistant
- Painter
- Material Handler
- Forklift Operator
- Receptionist
- Security Guard



ACADEMICS

PROFESSIONAL SKILLS

EXPERIENCES

PASSION

# MANUFACTURING



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# Mental Health Awareness

## Join YES to the Future to:

- Learn signs and symptoms of mental health concerns and what they look like.
- Find out what to do if you are experiencing symptoms.
- Become aware of available resources.

**Sign up now with your YES Career Counselor to reserve your spot!**

Date **June 23, 2022**

Time **2:00 PM - 3:00 PM**

Venue **Virtual - Zoom**

### Presenter:



**Dr. Alvin Weaver**

Lead Mental Health Professional  
Diversified Treatment Alternative  
Centers

### YES Moderators:



**Hannah Burge**

YES to the Future  
Career Counselor



**Christine  
Hornberger**

YES to the Future  
Career Counselor

### Zoom Link

<https://csiu.zoom.us/j/94019357500>

## Local Elected Official Board Joint Meeting Action Items June 15, 2022

1. Motion to approve the minutes from the March 16, 2022 joint WDB/LEO Board meeting.

Motion:

Second:

2. Motion to approve Advance Central PA's Fiscal Year 2023 Operating Budget.

Motion:

Second:

3. Motion to approve Advance Central PA's Fiscal Year 2023 Central Region Budget.

Motion:

Second:

## Fiscal Year 2022 Competitive Funding Portfolio As of June 7, 2022

### GRANTS CARRIED OVER FROM FY21

Program/Project Name & Funding Information	Funding Available	Grant Objectives
<p><b>PASmart Next Generation Sector Partnerships (2019/2020)</b></p> <p>PA Dept. of Labor &amp; Industry</p> <p>January 1, 2019 – June 30, 2021 (Extended through June 30, 2022; Waiver in process to extend through June 30, 2023)</p>	<p>\$223,300</p>	<ul style="list-style-type: none"> <li>• Supports the Central Region’s Next Generation Sector Partnerships including continued growth of the Manufacturing partnership and a re-launch of the Healthcare partnership.</li> <li>• 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.</li> <li>• Funding for both partnerships includes incumbent worker training that requires a 50% match from employer.</li> </ul>
<p><b>Business Education Partnership Grant</b></p> <p>PA Dept. of Labor &amp; Industry</p> <p>January 1, 2020 – June 30, 2021 (Extended through June 30, 2022; Waiver in process to extend through June 30, 2023)</p>	<p>\$121,080</p>	<ul style="list-style-type: none"> <li>• Support at least 3,425 students and 130 teachers in workplace events including a minimum of 75 businesses.</li> <li>• Host 8 Parent Pathways Nights for 1,200 parent and student nights providing information on local career and training opportunities available.</li> <li>• Support year long mentoring for 30 students and their mentors.</li> <li>• 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.</li> </ul>
<p><b>COVID-19 Disaster Recovery National Dislocated Worker Grant</b></p> <p>US Department of Labor</p> <p>May 1, 2020 – June 30, 2021 (Extended through June 30, 2022)</p>	<p>\$156,065</p>	<ul style="list-style-type: none"> <li>• 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.</li> </ul> <p><b>Note:</b> 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>
<p><b>PASmart Growing Registered Apprenticeships and Pre-Apprenticeships in Pennsylvania Grant</b></p> <p>PA Dept. of Labor &amp; Industry</p> <p>June 30, 2022 (Waiver in process to extend through June 30, 2023)</p>	<p>\$250,000</p>	<ul style="list-style-type: none"> <li>• Support and expand a Registered Apprenticeship for CNC Machining and implement a consortium model pre-apprenticeship program within the career &amp; technical education departments at local school districts in order to:</li> <li>• Enroll 59 non-traditional pre-apprentices.</li> <li>• Enroll 15 non-traditional Registered Apprentices.</li> <li>• Increase the number of businesses in the local Registered Apprenticeship for CNC Machining program.</li> </ul>
<p><b>State/Local Internship Program (SLIP) Grant</b></p> <p>PA Dept. of Labor &amp; Industry</p> <p>May 1, 2021 – August 27, 2021</p>	<p>\$35,000  (35% business match is required)</p>	<ul style="list-style-type: none"> <li>• Support 8-9 interns ages 16-24 with the opportunity to have an internship with local businesses fulfilling work experience while also gaining career awareness, soft skills, and exposure to the PA CareerLink® network.</li> <li>• Reimburse 8-9 businesses for intern wages in the amount of \$10.35 per hour.</li> </ul>

<b>Program/Project Name &amp; Funding Information</b>	<b>Funding Available</b>	<b>Grant Objectives</b>
<p><b>Appalachian Regional Commission Partnership for Opportunity and Workforce and Economic Revitalization (POWER) Initiative</b></p> <p>Appalachian Regional Commission</p> <p>October 2020- September 2023</p>	\$1,018,500	<p>CPWDC in partnership with Geisinger and SEDA-COG will provide solutions to address the opioid crisis in Central PA.</p> <ul style="list-style-type: none"> <li>Expand access to treatment services by connecting individuals impacted by opioid using telemedicine.</li> <li>Referral of patients to CPWDC's Reboot program initiated via the National Dislocated Worker Grant to Address the Opioid Crisis.</li> <li>Connect individuals in recovery to businesses who are "Recovery Friendly" as identified by the PA CareerLink® Business Service Team and SEDA-COG.</li> <li>Educate businesses and increase "Recovery Friendly" statuses.</li> </ul>
<p><b>Engage!</b></p> <p>PA Dept. of Community and Economic Development</p> <p>July 1, 2020 – June 30, 2021 Extended through June 30, 2022</p>	\$13,600 (as part of larger grant submitted by SEDA-COG)	<ul style="list-style-type: none"> <li>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 3<sup>rd</sup> year of the program.</li> <li>Targeted to economic development entities, SEDA-COG submitted a grant proposal on behalf of the Central PREP Region.</li> <li>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.</li> </ul>

## NEW GRANTS SECURED

<b>Program/Project Name &amp; Funding Information</b>	<b>Funding Available</b>	<b>Grant Objectives</b>
<p><b>WIOA Statewide Activity Projects</b></p> <p>PA Dept. of Labor &amp; Industry</p> <p>July 1, 2021 – June 30, 2022</p>	\$377,017	<ul style="list-style-type: none"> <li>Replace outdated computers, equipment, and copiers and purchase new technology such as Smart Boards for PA CareerLink® Career Resource Areas and workshop rooms, and portable printers and scanners for the Business Solutions Team for offsite events.</li> <li>Purchase conferencing equipment for the PA CareerLink® and Advance Central PA to improve communication.</li> <li>Replace outdated staff and customer chairs and purchase other needed furnishings, including tables and workstations.</li> <li>Purchase email handles (@CentralPACareerLink) so customers can access programming more easily</li> <li>Develop outreach materials for Advance Central PA and the Central PA CareerLink®.</li> <li>Procure a provider to conduct evaluative research related to meeting the employment and education needs of youth, adults and dislocated workers.</li> <li>Provide Advance Central PA staff and the Business Solutions Team with training that results in a Certified Business Services Consultant™ credential.</li> </ul>
<p><b>Business Education Partnership Grant</b></p>	\$150,000	<ul style="list-style-type: none"> <li>Fund a PA CareerLink® Student Outreach Coordinator dedicated to working with all 31 districts in the Central</li> </ul>

Program/Project Name & Funding Information	Funding Available	Grant Objectives
PA Dept. of Labor & Industry February 1, 2022 – December 31, 2023		<p>PA region with alignment of PDE requirements, connecting students to the PA CareerLink® resources and delivering curriculum to increase workforce competencies resulting in increased career awareness.</p> <ul style="list-style-type: none"> <li>• Student/Educator in the Workplace Activities to strengthen engagement between businesses and schools and provide students, parents, and educators with understanding of business needs and expectations for bright career opportunities.</li> </ul>
<b>PAsmart Apprenticeship Grant</b> <b>PA Dept. of Labor &amp; Industry</b> January 1, 2022 – June 30, 2024	\$650,000	<ul style="list-style-type: none"> <li>• Supports Central Pennsylvania Institute of Science and Technology (CPI), development of non-traditional Registered Apprenticeship (RA) programs: Water Operator, Wastewater Operator, and Solar Photovoltaic (PV) Installer.</li> <li>• Enroll 25 Apprentices, including 7 Veterans or underserved/non-traditional populations.</li> <li>• Expand Water Operator and Wastewater Registered Apprenticeship programs to 3 new businesses and Solar PV Installer to 2 new businesses.</li> </ul>

## GRANTS SUBMITTED

Funding Source/Grant Name	Funding Requested	Funding Range/ Grant Details
<b>Good Jobs Challenge</b> U.S. Economic Development Administration	\$21,223,866	<p>In collaboration with local businesses, public sector partners, and training providers, Advance Central PA requested funds to expand existing sector partnerships: MADE In Central PA and Central PA Healthcare Partnership, and convene a new partnership for Building and Construction/Skilled Trades. Robust workforce training programs will be developed to upskill workers and job seekers who will train locally on state-of-the-art equipment and receive scholarships while also receiving support services to overcome systemic barriers to employment like childcare, transportation, and access to high speed internet and technology.</p>
<b>Manufacturing-to-Career Grant Program</b> PA Dept. of Community and Economic Development	\$77,058	<p>To increase awareness of advanced manufacturing careers and CTE programs that prepare students for them, Advance Central PA requested funds to produce 5 professional videos promoting employment with a local manufacturer and the associated CTE program. One video will focus on promotion of the pre-apprenticeship to Registered Apprenticeship ecosystem developed with the CTE partners and Central Pennsylvania Apprenticeship Consortium (CPAC). Print materials will also be developed. Educator in manufacturing events will intentionally bring guidance counselors and other influential educators into the CTE spaces followed by a tour to a local manufacturer to see relevancy of CTE and the career pathways available to students. CTE partners include: Jersey Shore Area School District, Keystone Central School District, SUN Technical Institute, and Williamsport Area High School.</p>

## GRANT APPLICATIONS NOT FUNDED

<b>Veterans Employment Program</b> PA Dept. of Labor & Industry	\$100,000 (as part of \$200,000 grant submitted by Workforce Solutions for North Central PA)	Workforce Solutions for North Central PA and Advance Central PA will collaborate to create a Veteran's Employment Program to serve unemployed and underemployed Veteran's in Clearfield and Lycoming Counties. We will research and compile a directory of all programs and services available to Veteran's in these counties, identify gaps in these programs and services and provide training and supportive services to unemployed and underemployed Veteran's as identified by the performed gap analysis.
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## County Unemployment Rates April 2022 (Lowest to Highest)

Rank	County	Unemployment Rate
1	Adams County	3.2%
1	Chester County	3.2%
<b>1</b>	<b>Montour County</b>	<b>3.2%</b>
4	Cumberland County	3.3%
4	Perry County	3.3%
<b>6</b>	<b>Centre County</b>	<b>3.4%</b>
7	Lancaster County	3.5%
8	Franklin County	3.6%
8	Montgomery County	3.6%
10	Lebanon County	3.8%
11	Bucks County	4.0%
11	Juniata County	4.0%
<b>11</b>	<b>Union County</b>	<b>4.0%</b>
11	York County	4.0%
15	Susquehanna County	4.1%
16	Bradford County	4.2%
16	Butler County	4.2%
<b>16</b>	<b>Snyder County</b>	<b>4.2%</b>
19	Bedford County	4.3%
<b>19</b>	<b>Columbia County</b>	<b>4.3%</b>
19	Dauphin County	4.3%
22	Blair County	4.4%
22	Fulton County	4.4%
22	Northampton County	4.4%
25	Allegheny County	4.5%
25	Delaware County	4.5%
27	Westmoreland County	4.7%
28	Berks County	4.8%
28	Lehigh County	4.8%
28	Warren County	4.8%
28	Wyoming County	4.8%
<b>32</b>	<b>Mifflin County</b>	<b>4.9%</b>
32	Washington County	4.9%
34	Clarion County	5.0%

Rank	County	Unemployment Rate
34	Crawford County	5.0%
34	Jefferson County	5.0%
<b>34</b>	<b>Lycoming County</b>	<b>5.0%</b>
34	Tioga County	5.0%
39	Carbon County	5.1%
39	Lackawanna County	5.1%
41	Schuylkill County	5.2%
41	Wayne County	5.2%
43	Armstrong County	5.3%
43	Somerset County	5.3%
43	Venango County	5.3%
46	Cambria County	5.4%
<b>46</b>	<b>Clinton County</b>	<b>5.4%</b>
46	Elk County	5.4%
46	McKean County	5.4%
46	Mercer County	5.4%
<b>46</b>	<b>Northumberland County</b>	<b>5.4%</b>
46	Sullivan County	5.4%
53	Erie County	5.5%
53	Indiana County	5.5%
53	Potter County	5.5%
56	Beaver County	5.6%
57	Cameron County	5.7%
57	Clearfield County	5.7%
59	Greene County	5.8%
59	Huntingdon County	5.8%
59	Lawrence County	5.8%
62	Luzerne County	6.0%
63	Monroe County	6.2%
63	Pike County	6.2%
65	Forest County	6.4%
66	Fayette County	6.6%
66	Philadelphia County	6.6%

### For Comparison Purposes

Pennsylvania

4.8%

United States

3.6%

Preliminary April 2022 seasonally adjusted data provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry (June 2022). CWIA is not liable for the content as presented nor does CWIA necessarily endorse the statements made herein.

## Workforce Development Area Unemployment Rates April 2022 (Lowest to Highest)

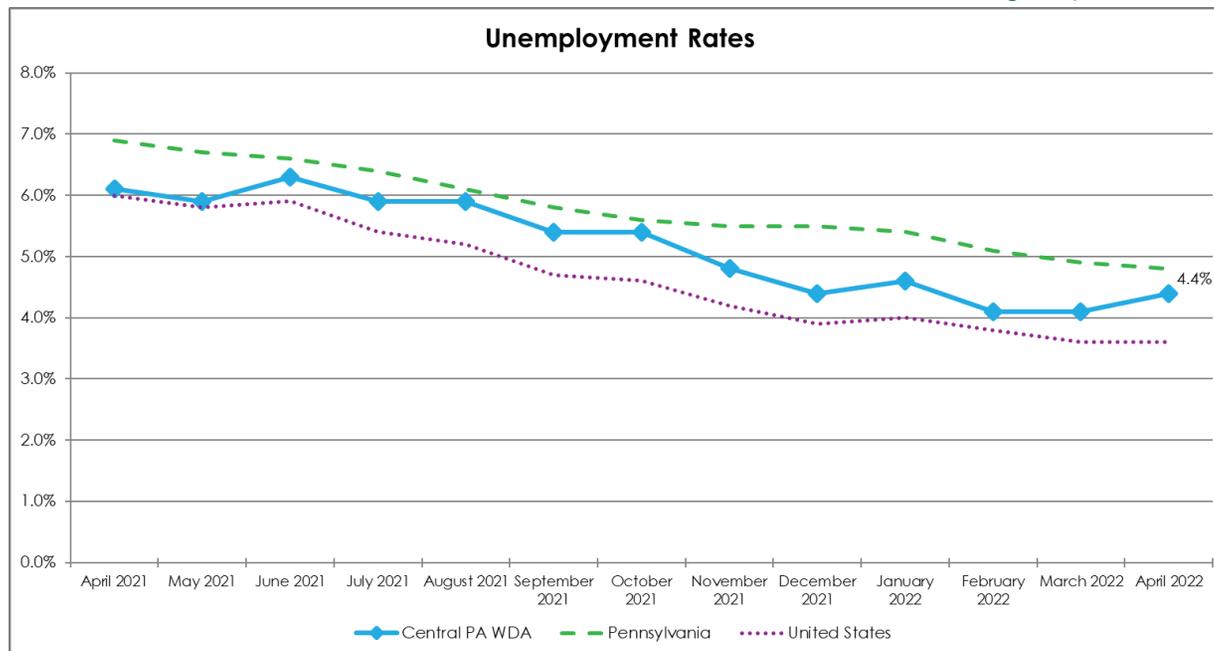
Rank	Workforce Development Area	Unemployment Rate
1	Chester County WDA	3.2%
2	Lancaster County WDA	3.5%
3	Montgomery County WDA	3.6%
4	South Central WDA	3.8%
5	Bucks County WDA	4.0%
<b>6</b>	<b>Central WDA</b>	<b>4.4%</b>
7	Delaware County WDA	4.5%
7	Northern Tier WDA	4.5%
7	Three Rivers WDA	4.5%
7	Westmoreland and Fayette Counties WDA	4.5%
11	Lehigh Valley WDA	4.6%
12	Tri-County WDA	4.7%
13	Berks County WDA	4.8%
14	Southern Alleghenies WDA	5.0%
15	Lackawanna County WDA	5.1%
16	Southwest Corner WDA	5.3%
17	North Central WDA	5.4%
17	Northwest WDA	5.4%
19	West Central WDA	5.5%
20	Pocono Counties WDA	5.8%
21	Luzerne-Schuylkill Counties WDA	5.9%
22	Philadelphia County WDA	6.6%
<b>For Comparison Purposes</b>		
	Pennsylvania	4.8%
	United States	3.6%

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# Central Pennsylvania Labor Market Status Report -- April 2022



Unemployment Rates			
Geography	April 2022	Monthly Change	Annual Change
Centre	3.4%	↓	↓
Clinton	5.4%	↑	↓
Columbia	4.3%	↑	↓
Lycoming	5.0%	↓	↓
Mifflin	4.9%	↑	↓
Montour	3.2%	↑	↓
Northumberland	5.4%	↑	↓
Snyder	4.2%	↑	↓
Union	4.0%	↑	↓
<b>Central PA WDA</b>	<b>4.4%</b>	<b>↑</b>	<b>↓</b>
<b>Pennsylvania</b>	<b>4.8%</b>	<b>↓</b>	<b>↓</b>
<b>United States</b>	<b>3.6%</b>	<b>↔</b>	<b>↓</b>



	April 2022	March 2022	Monthly Change	April 2021	Annual Change
<b>Central PA WDA</b>					
Labor Force	292,100	292,700	↓ -600	293,100	↓ -1,000
Employed	279,200	280,600	↓ -1,400	275,200	↑ 4,000
Unemployed	12,900	12,100	↑ 800	17,900	↓ -5,000
Unemployment Rate	4.4%	4.1%	↑ 0.3%	6.1%	↓ -1.7%
<b>Pennsylvania</b>					
Labor Force	6,410,000	6,387,000	↑ 23,000	6,442,000	↓ -32,000
Employed	6,102,000	6,074,000	↑ 28,000	5,998,000	↑ 104,000
Unemployed	308,000	313,000	↓ -5,000	444,000	↓ -136,000
Unemployment Rate	4.8%	4.9%	↓ -0.1%	6.9%	↓ -2.1%
<b>United States</b>					
Labor Force	164,046,000	164,409,000	↓ -363,000	160,978,000	↑ 3,068,000
Employed	158,105,000	158,458,000	↓ -353,000	151,259,000	↑ 6,846,000
Unemployed	5,941,000	5,952,000	↓ -11,000	9,719,000	↓ -3,778,000
Unemployment Rate	3.6%	3.6%	↔ 0.0%	6.0%	↓ -2.4%

*Preliminary April 2022 seasonally adjusted data* (downloaded June 2022)

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## Civilian Labor Force

Centre County	76,900
Clinton County	17,200
Columbia County	33,200
Lycoming County	54,600
Mifflin County	20,800
Montour County	9,000
Northumberland County	41,800
Snyder County	19,500
Union County	19,500

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.

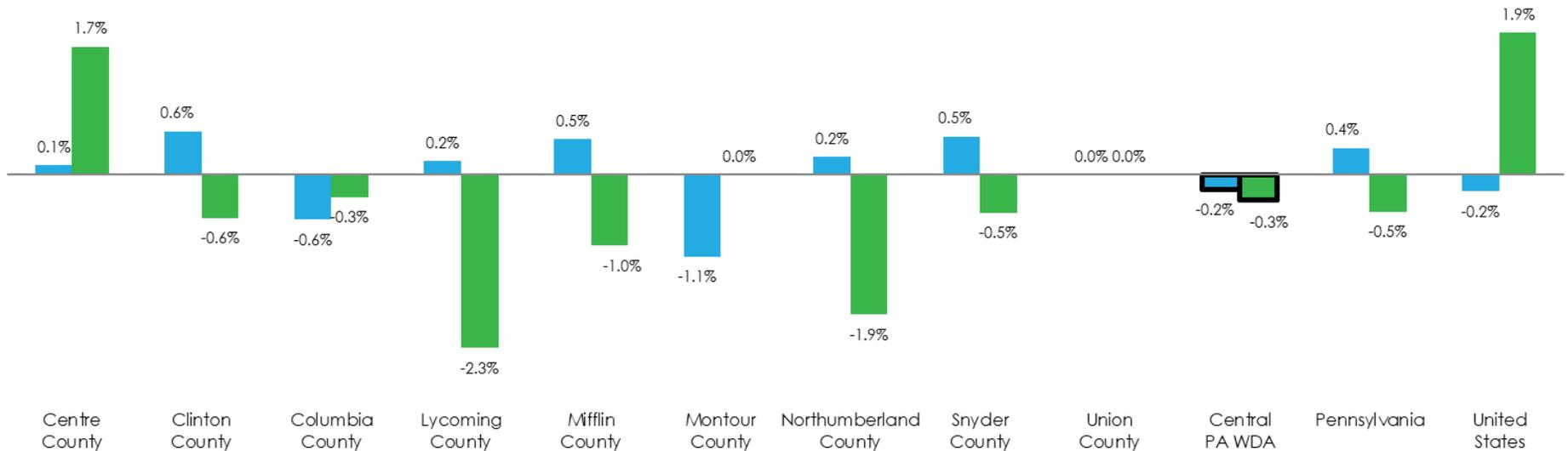


April 2022

	Change Since		
	April 2022	March 2022	April 2021
<b>Central PA WDA</b>	<b>292,100</b>	<b>-600</b>	<b>-1,000</b>
Pennsylvania	6,410,000	23,000	-32,000
United States	164,046,000	-363,000	3,068,000

Percent Change in Civilian Labor Force: April 2022

■ Month Change ■ Year Change



Preliminary April 2022 seasonally adjusted data (downloaded June 2022)

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## Employed Population

Centre County	74,300
Clinton County	16,200
Columbia County	31,800
Lycoming County	51,800
Mifflin County	19,800
Montour County	8,700
Northumberland County	39,600
Snyder County	18,700
Union County	18,800

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

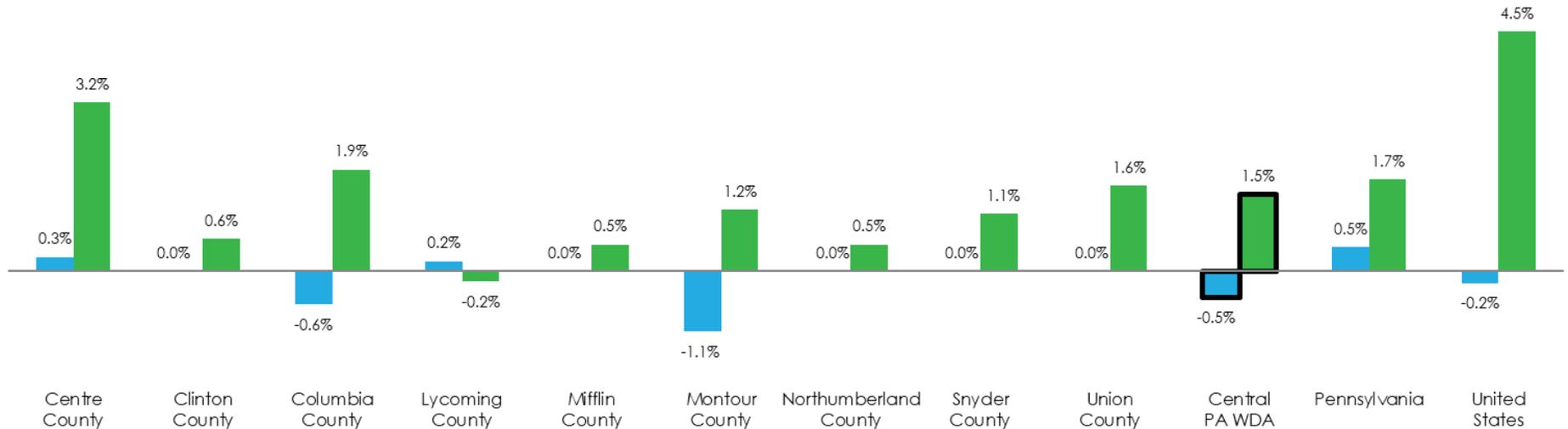


April 2022

	Change Since		
	April 2022	March 2022	April 2021
<b>Central PA WDA</b>	<b>279,200</b>	<b>-1,400</b>	<b>4,000</b>
Pennsylvania	6,102,000	28,000	104,000
United States	158,105,000	-353,000	6,846,000

Percent Change in Employed Population: April 2022

■ Month Change ■ Year Change



*Preliminary April 2022 seasonally adjusted data* (downloaded June 2022)

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## Unemployed Population

Centre County	2,600
Clinton County	900
Columbia County	1,400
Lycoming County	2,700
Mifflin County	1,000
Montour County	300
Northumberland County	2,200
Snyder County	800
Union County	800

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.

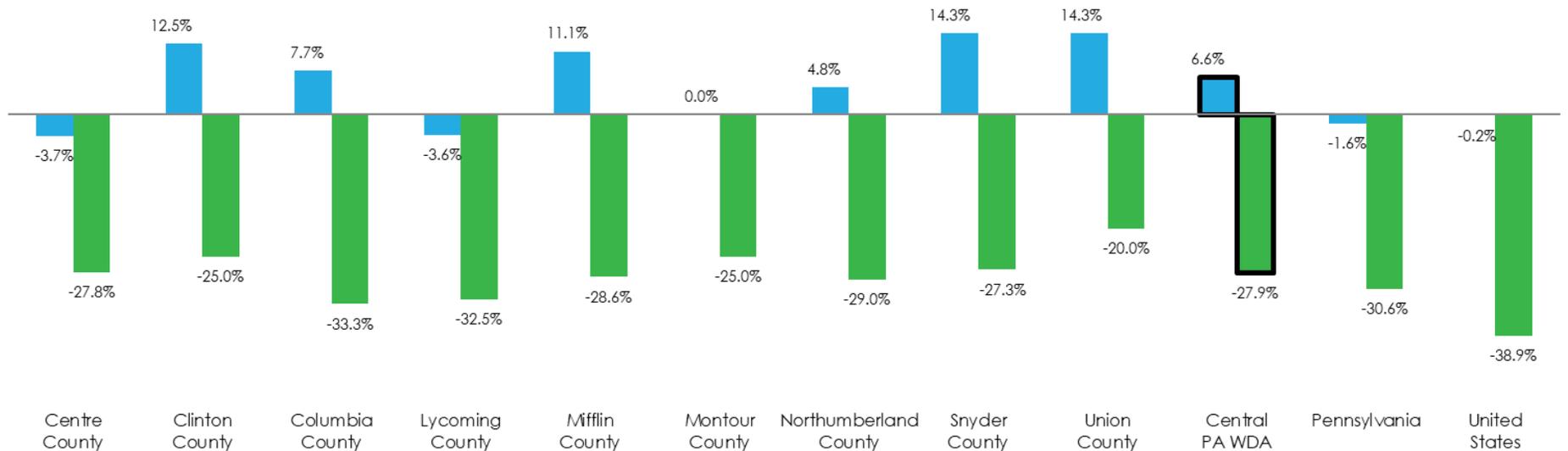


April 2022

	Change Since		
	April 2022	March 2022	April 2021
<b>Central PA WDA</b>	<b>12,900</b>	<b>800</b>	<b>-5,000</b>
Pennsylvania	308,000	-5,000	-136,000
United States	5,941,000	-11,000	-3,778,000

Percent Change in Unemployed Population: April 2022

■ Month Change ■ Year Change



Preliminary April 2022 seasonally adjusted data (downloaded June 2022)

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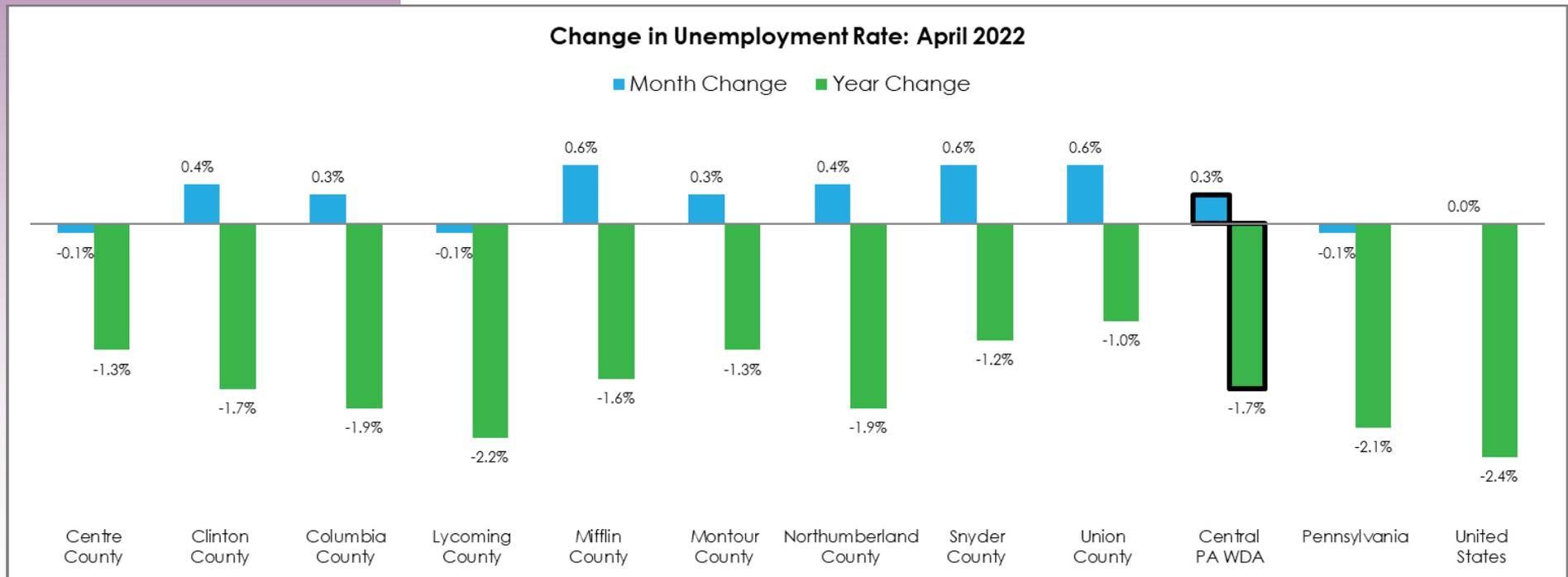
## Unemployment Rates

	April 2022	March 2022	April 2021
Centre County	3.4%	3.5%	4.7%
Clinton County	5.4%	5.0%	7.1%
Columbia County	4.3%	4.0%	6.2%
Lycoming County	5.0%	5.1%	7.2%
Mifflin County	4.9%	4.3%	6.5%
Montour County	3.2%	2.9%	4.5%
Northumberland County	5.4%	5.0%	7.3%
Snyder County	4.2%	3.6%	5.4%
Union County	4.0%	3.4%	5.0%
<b>Central PA WDA</b>	<b>4.4%</b>	<b>4.1%</b>	<b>6.1%</b>
Pennsylvania	4.8%	4.9%	6.9%
United States	3.6%	3.6%	6.0%



April 2022

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.



*Preliminary April 2022 seasonally adjusted data* (downloaded June 2022)

Provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry. CWIA is not liable for the content as presented nor does CWIA necessarily endorse the statements made herein.

# New Online Job Postings – April 2022

## Central Pennsylvania

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



### EMPLOYERS

- Accountable Healthcare Staffing
- Amazon
- Anderson Merchandisers
- Assurance
- BAYADA Home Health Care
- Bucknell University
- CareInHomes
- Evangelical Community Hospital
- Fusion Medical Staffing
- Geisinger Health System
- Genesis Rehab Services
- Graham Healthcare Group
- Lowe's
- Nomad Health
- Overhead Door Corporation
- Spherion Staffing
- Susquehanna University
- Talent4Health
- The Pennsylvania State University
- Walmart

### OCCUPATIONS

- Clinical Laboratory Technologists and Technicians
- Education Administrators, Postsecondary
- Fast Food and Counter Workers
- Heavy and Tractor-Trailer Truck Drivers
- Home Health and Personal Care Aides
- Licensed Practical and Licensed Vocational Nurses
- Medical and Health Services Managers
- Medical Assistants
- Medical Dosimetrists, Medical Records Specialists, and Health Technologists and Technicians, All Other
- Medical Scientists, Except Epidemiologists
- Medical Secretaries and Administrative Assistants
- Merchandise Displayers and Window Trimmers
- Nurse Practitioners
- Nursing Assistants
- Operations Research Analysts
- Phlebotomists
- Postsecondary Teachers
- Registered Nurses
- Retail Salespersons
- Secretaries and Administrative Assistants, Except Legal, Medical, and Executive

Based on employers and occupations with the highest number of new online job postings

In **April 2022**

Source: EMSI, 2022.1

Updated: May 2022

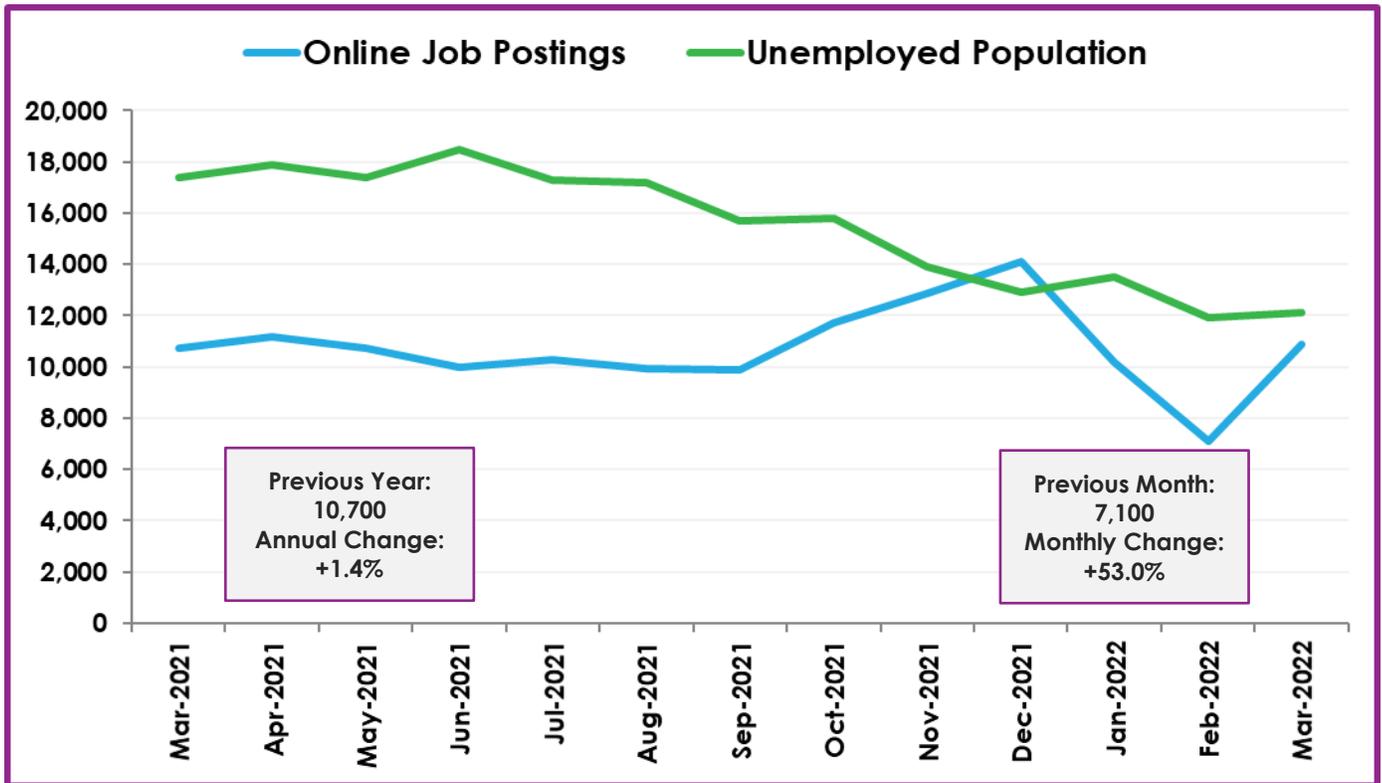
# Online Job Postings Analysis

## Central Pennsylvania

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

<b>Online Job Postings:</b> <b>10,900</b>	<b>Unemployed:</b> <b>12,100</b>	<b>Unemployment Rate:</b> <b>4.1%</b>	<b>Unemployed /Job Posting:</b> <b>1.1</b>
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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 Central Pennsylvania jobseeker filled an online job posting,  
the unemployment rate would drop to 0.4%,  
but 1,200 more postings would be needed for the remaining jobseekers.*

## Online Job Postings by Occupational Grouping

Occupational Grouping	March 2022	February 2022	March 2021	Monthly Change	Annual Change	Unemployed
Healthcare Practitioners and Technical	3,424	1,996	3,037	71.5%	12.7%	295
Healthcare Support	917	448	806	104.7%	13.8%	564
Office and Administrative Support	797	498	703	60.0%	13.4%	1,107
Management	774	577	740	34.1%	4.6%	759
Transportation and Material Moving	654	369	778	77.2%	-15.9%	1,006
Sales and Related	649	546	716	18.9%	-9.4%	588
Food Preparation and Serving Related	470	247	333	90.3%	41.1%	526
Computer and Mathematical	388	269	322	44.2%	20.5%	94
Educational Instruction and Library	323	297	335	8.8%	-3.6%	198
Unclassified	320	198	321	61.6%	-0.3%	0
Production	294	244	436	20.5%	-32.6%	880
Business and Financial Operations	279	210	307	32.9%	-9.1%	236
Life, Physical, and Social Science	265	156	187	69.9%	41.7%	87
Installation, Maintenance, and Repair	250	221	329	13.1%	-24.0%	437
Arts, Design, Entertainment, Sports, and Media	226	187	195	20.9%	15.9%	125
Community and Social Service	192	137	206	40.1%	-6.8%	127
Architecture and Engineering	172	142	253	21.1%	-32.0%	157
Building and Grounds Cleaning and Maintenance	168	109	261	54.1%	-35.6%	610
Construction and Extraction	151	115	218	31.3%	-30.7%	2,343
Protective Service	98	82	127	19.5%	-22.8%	157
Personal Care and Service	68	49	99	38.8%	-31.3%	240
Legal	10	8	15	25.0%	-33.3%	15
Farming, Fishing, and Forestry	5	12	17	-58.3%	-70.6%	142
Military	0	1	0	-100.0%	--	4
<b>Total Online Job Postings</b>	<b>10,894</b>	<b>7,118</b>	<b>10,741</b>	<b>53.0%</b>	<b>1.4%</b>	<b>10,691</b>

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 December 2021; unclassified indicates no previous work experience or unspecified

### Employers

- Accountable Healthcare Staffing
- BAYADA Home Health Care
- Bucknell University
- Caregivers America
- CareInHomes
- Evangelical Community Hospital
- Geisinger Health System
- Susquehanna University
- The Pennsylvania State University
- Walmart

These employers have the highest number of online job postings.

### Occupations

- Fast Food and Counter Workers: \$9.67
- Heavy and Tractor-Trailer Truck Drivers: \$21.35
- Home Health and Personal Care Aides: \$11.82
- Licensed Practical and Licensed Vocational Nurses: \$22.18
- Medical Dosimetrists, Medical Records Specialists, and Health Technologists and Technicians, All Other: \$19.13
- Medical Secretaries and Administrative Assistants: \$16.96
- Nursing Assistants: \$14.92
- Postsecondary Teachers: \$36.21
- Registered Nurses: \$33.93
- Retail Salespersons: \$11.06

These occupations have the highest number of online job postings.

### Increasing Postings

- Clinical Laboratory Technologists and Technicians: \$23.86
- Cooks, Restaurant: \$11.13
- Fast Food and Counter Workers: \$9.67
- Medical Scientists, Except Epidemiologists: \$49.67
- Medical Secretaries and Administrative Assistants: \$16.96
- Nurse Practitioners: \$54.97
- Phlebotomists: \$17.33
- Registered Nurses: \$33.93
- Respiratory Therapists: \$28.89
- Surgical Technologists: \$24.22

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, 2022.1; occupational wages do not include benefits and are based on current median estimates.

## 2022 MEETING SCHEDULE: Executive Committee, Workforce Development Board, and Local Elected Official Board

<b>January 14</b> <i>Second Friday</i>	<b>Executive Committee</b> <b>Cancelled</b>
<b>February 11</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>March 16</b> <i>Third Wednesday</i>	<b>LEO Board Meeting</b> 9:00 a.m. to 9:30 a.m. <b>WDB/LEO Board Meeting</b> 10:00 a.m. to Noon
<b>April 8</b> <i>Second Friday</i>	<b>Executive Committee</b> <b>Cancelled</b>
<b>May 13</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>June 15</b> <i>Third Wednesday</i>	<b>Annual Meeting of the Members (LEO)</b> 9:00 a.m. to 9:30 a.m. <b>WDB/LEO Board Meeting</b> 10:00 a.m. to Noon
<b>August 12</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>September 21</b> <i>Third Wednesday</i>	<b>LEO Board Meeting</b> 9:00 a.m. to 9:30 a.m. <b>WDB/LEO Board Meeting</b> 10:00 a.m. to Noon
<b>October 14</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>November 11</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>December 21</b> <i>Third Wednesday</i>	<b>LEO Board Meeting</b> 9:00 a.m. to 9:30 a.m. <b>WDB/LEO Board Meeting</b> 10:00 a.m. to Noon

Unless otherwise notified of Webinar/Teleconference, **Executive Committee Meetings** are scheduled to be held at the Advance Central PA office and **LEO & WDB/LEO Meetings** are scheduled to be held at the Union County Government Center.

## Workforce Development Board (WDB) Membership

**Dave Zartman, Chairperson**  
*Zartman Construction*

**Vacant, Vice Chairperson**

**Jim Stopper, Treasurer**  
*Evangelical Community Hospital*

**Jamie Aurand, Immediate Past Chairperson**  
*Susque-View Home*

**Jay Alexander**  
*Wayne Township Landfill*

**Sue Auman**  
*Union-Snyder Community Action Agency*

**Jim Beamer**  
*IBEW, Local #812*

**Kenneth Chappell**  
*Lycoming/Tioga County Assistance Office*

**Michele Foust**  
*Glenn O. Hawbaker, Inc.*

**Dean Girton**  
*Girton Manufacturing Company*

**Bruce Jones**  
*Bureau of Workforce Partnership &  
Operations*

**Keith Koppenhaver**  
*IUOE, Local #66*

**Lynn Kuhns**  
*Apex Homes of PA, LLC*

**Jeff Lowry**  
*Geisinger Health System*

**Jim Nemeth**  
*Autoneum*

**Steve Stumbris**  
*Bucknell University Small Business  
Development Center*

**Susan Swartz**  
*Office of Vocational Rehabilitation*

**Todd Taylor**  
*Central PA Institute of Science &  
Technology*

**Suzanne White**  
*Kish Bank*

**Jenna Witherite**  
*Central Intermediate Unit 10*

**Tracie Witter**  
*PPL Electric Utilities*

## 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

Dave Zartman, Chair  
Jim Beamer  
Kenneth Chappell  
Michele Foust  
Dean Girton  
Ken Holdren\*  
Jim Stopper  
Suzanne White

*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^  
Kathleen Holmes^  
Bruce Jones  
Michael Lisnock^  
Erica Mulberger^

*Staff Contact: Patrick O'Connor*

### Personnel Committee

Jamie Aurand, Chair  
Jay Alexander  
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 Advance Central PA including finance, operations, policy and projects. Reports to the Chair of the Workforce Development Board. [emulberger@AdvanceCentralPA.org](mailto:emulberger@AdvanceCentralPA.org)

**Kelly Walter, Office/Board Coordinator:** Responsible for administrative support for Advance Central PA and all committees; assists with accounts payable and receivable. Reports to the Executive Director. [kwalter@AdvanceCentralPA.org](mailto:kwalter@AdvanceCentralPA.org)

### 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 Advance Central PA; budgeting, fiscal related policy and procedure, oversight of contracts and subcontractors and property management. Reports to the Executive Director. [bgessner@AdvanceCentralPA.org](mailto: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](mailto: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](mailto:klucas@AdvanceCentralPA.org)

**Vacant, Research Analyst:** Responsible for performing industry cluster and labor market research for Advance Central PA and supporting project partners and special data requests. Reports to the Executive Director. [@AdvanceCentralPA.org](mailto:@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](mailto:ahann@AdvanceCentralPA.org)

**Patrick O'Connor, Adult Programs 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](mailto: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](mailto:mohargan@AdvanceCentralPA.org)

**Vacant, 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. [@AdvanceCentralPA.org](https://www.AdvanceCentralPA.org)

**Luke Zeigler, Mentor Coordinator:** Responsible for implementation of Advance Central PA's program, LIFT Central PA, from recruitment through to the close of the formal mentoring relationship as well as maintenance of Advance Central PA's Path to Careers website. Reports to the Youth Programs Manager. [lzeigler@AdvanceCentralPA.org](mailto: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, Advance Central PA's Local and Regional Plans, and all agreements and policies. Functionally supervised by the PA CareerLink® Operator.

**Jamie Mercado, 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. [jmercado@AdvanceCentralPA.org](mailto:jmercado@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](mailto:rulmer@AdvanceCentralPA.org)