

# Executive Committee Agenda

130 Kelly Sq. Ste.1, Lewisburg, PA  
Thursday, November 9, 2023 10:00 a.m.

Introduction & Call to Order

D. Zartman

Public Comment

Review & Approval of Meeting Minutes

D. Zartman

## Committee Updates & Action Items

- Action Needed: Approve 2024 Meeting Schedule
- Action Needed: Award Training Gap Analysis Contract
- Action Needed: Recertification of PA CareerLink® offices and The Link
- Audit/Finance Committee
  - Action Needed: Advance Central PA Office Lease Renewal
- EARN Committee
- Governance Committee
- Personnel Committee
- Policy & Performance Committee
- Youth Committee

Executive Director Updates

E. Mulberger

Open Discussion

D. Zartman

Upcoming Meeting Dates

D. Zartman

- LEO Meeting - December 20, 2023 @ 9:00 a.m.
- Joint WDB/LEO Meeting – December 20, 2023 @ 10:00 a.m.
- Tentative Executive Committee Meeting – January 12, 2024 @ 10:00 a.m.

# Executive Committee

## Meeting Notes August 11, 2023

The Executive Committee of Advance Central PA held a Zoom meeting on Friday, August 11, 2023.

### The following members attended:

Jamie Aurand  
Kenneth Chappell  
Michele Foust  
Dean Girton  
Jim Stopper  
Suzanne White  
Dave Zartman

### The following members were excused:

Jim Beamer  
Ken Holdren

### The following staff attended:

Erica Mulberger  
Kelly Walter

### Proceedings

The meeting was called to order at 10:03 a.m. by Dave Zartman, Executive Committee Chair.

### Public Comment

There were no public comments.

### Review & Approval of Meeting Minutes



Dean Girton made a motion to approve the May 12, 2023 Executive Committee meeting minutes. Ken Chappell seconded the motion. The motion was unanimously approved with no abstentions.

### Executive Committee Updates & Action Items for Discussion/Approval

#### Audit/Finance Committee

Jim Stopper, Audit/Finance Committee Chair, provided the update.

#### Financial Reports Through June 30, 2023

Jim reported the June final expenditures are still in the process of being completed.

#### FY23 Consolidated Training Contract Obligations

The consolidated training contract obligations from July 1, 2022 through June 30, 2023 show that 76 participants were approved for Individual Training Accounts (ITA) and 21 participants were approved for On-the-Job Training (OJT). This represents a 7% decrease in ITAs and an 8% decrease in OJTs compared to FY22.

#### Budget Update

With the state budget impasse resolved, Advance Central PA has access to the majority of funds. PAsmart and Next Gen Industry Partnership funds are in the process of being extended.

Erica Mulberger, Advance Central PA Executive Director, explained that staff were prepared in case the budget was not passed. Planned carryover in the budget would have allowed staff to continue working through December.

The Audit/Finance Committee will meet as needed.

#### EARN Committee

Ken Chappell, EARN Committee Chair, provided the update.

#### Coaching Collaborative

Advance Central PA staff and the EARN subcontractor continue to participate in a "Coaching Collaborative" with Adjacent Possible, a technical assistance provider for the US Dept. of Health & Human Services (DHS) Office of Family Assistance. The main goal is to implement evidence-driven employment coaching that strengthens the skills of EARN staff and improves the well-being of participants. Patrick O'Connor is taking the lead from Advance

Central PA and is actively participating in weekly technical assistance/development sessions. Lessons learned will be scaled to other programs such as Youth and Adult/Dislocated Worker.

#### Parenting Skills

In the last program year, the PA Dept. of Human Services (DHS) implemented changes to EARN that placed an emphasis on parenting and life skills. Staff reviewed curriculum options to introduce parenting skills in a formalized meaningful way. As a result, "Active Parenting" curriculum was purchased along with professional training for EARN staff and a session for participants. Front-line staff will teach the curriculum throughout this program year. DHS has indicated support and interest in learning how this rolls out and impacts participants and their families.

The EARN Committee plans to meet September 12<sup>th</sup>.

#### Governance Committee

Dean Gorton, Governance Committee Chair, provided the update.

The Bureau of Workforce Development Administration (BWDA) has accepted the corrective actions taken in regard to compliance with the composition of the local workforce development board (WDB) and has officially awarded re-certification. As per requirements, the certification will be formally re-assessed again in two years.

An in-person orientation is scheduled for the newest WDB member, Jennifer Stehman, Senior Director, Human Resources at UPMC. Tracy Witter is being promoted; she will continue to serve on the WDB until her replacement is hired and trained. There are currently no vacancies, however, Dean asserted the WDB must continue to be diligent to remain compliant with the majority of members representing the business sector as well as other composition requirements.

The Governance Committee will meet as needed.

#### Personnel Committee

Jamie Aurand, Personnel Committee Chair, provided the update.

#### Staffing Updates

Management has been actively interviewing for the Business Engagement Coordinator position. Offers were made to two individuals in the last two weeks and both declined. Other positions are being reviewed and will be posted soon, including Youth Coordinator to backfill the position Alexa Hann is vacating due to her promotion to Operations Manager. The job description for the Outreach Coordinator position is being developed. As part of that process, staff have gathered job postings used for similar positions within other WDBs as a starting point. Erica reported the Mentor Coordinator position is vacant and will be reposted soon.

The Personnel Committee will meet as needed.

#### Policy and Performance Committee

Erica Mulberger, Advance Central PA Executive Director, provided the update on behalf of Jim Beamer.

#### Advance Central PA Monitoring Highlights

Erica highlighted internal monitoring currently in progress for WIOA Title I programs.

#### PA CareerLink® Certification Process

According to WIOA, local WDBs must assess the one-stop delivery system at least once every three (3) years. State policy further defines this process for each PA CareerLink® site. This certification was last completed in December 2020 and therefore expires this calendar year. Staff have revised the monitoring tools and have begun the process in collaboration with the Operator. To date, staff have completed their analysis of the Operator's initial responses for each of the three Comprehensive sites: Lycoming, Mifflin, and Northumberland/Snyder/Union. Staff is requiring additional detail and clarifications in some areas such as partnership and equal opportunity. Staff will continue to work with the Operator to ensure recommendations for certification for all sites will be ready for the full WDB no later than the December 20<sup>th</sup> meeting.

#### PA Department of Labor & Industry Bureau of Workforce Development Administration (BWDA) Monitoring

BWDA is requiring local WDB staff to provide a comprehensive case file training to all PA CareerLink® program staff before September 30<sup>th</sup> in lieu of their PY2022 file monitoring. Staff are working to implement this.

### Common Measures

Common Measures for the final quarter of PY22 were received Wednesday. Staff are reviewing and will provide a report at the September Joint WDB/LEO meeting. Dislocated Worker Measurable Skill Gains require improvement but overall the Central Region has an average program score across programs that exceeds requirements.

The Policy and Performance Committee will meet as needed.

### Youth Committee

Suzanne White, Youth Committee Chair, provided the update.

### Committee Membership and Upcoming Next Meeting

As a result of the committee membership survey, the Youth Committee has new members including: Jenna Witherite, Central Intermediate Unit; Jeff Lowry, Geisinger; and Jon Ritter, Playworld.

The Committee will meet August 23<sup>rd</sup>. Staff will discuss the roles and responsibilities of members, provide a scope of purpose, and present information on youth programming. Actions will include setting regularly scheduled meetings and surveying the Committee for their preferences on youth provider contributions at future meetings.

### Executive Director Update

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

Erica reported a new effort coming from Governor Shapiro's office: Commonwealth Workforce Transformation Program (CWTP). The initiative will reimburse up to \$40,000 per person hired to eligible companies with federal contracts. She will keep everyone abreast of progress.

Erica reported the US House of Representatives proposed eliminating WIOA funding, however, the Senate put WIOA back into their budget. She shared concern the House was thinking about eliminating funding. Program enrollments are down across the country so we need to do our due diligence in explaining why that could be. We may be seeing fewer participants, but those that we do see need extra attention.

Erica announced an invitation to a WIOA Forum to be facilitated by USDOL in Philadelphia focused on where WIOA should be in 2030. This forum overlaps with the WDB/LEO meeting in September. The Committee asked Erica to attend the forum and Korrie Lucas, Advance Central PA Assistant Director to run the Board meeting.

On the statewide level, Erica referenced a governance policy that was released for public comment. Several local WDBs submitted comments and concerns about the authority the proposed policy could remove from the Executive Committee in addition to other concerns. The state is delaying release and invited a committee of local WDBs to meet; Erica will be part of that committee.

Advance Central PA will host a Labor Market Information (LMI) Forum on October 24 and 25 in Williamsport by the PA Dept. of Labor & Industry Center for Workforce Information and Analysis (CWIA.) There are seats for 80-100 participants who will learn how to use LMI data to improve their workplace. The target audience will be workforce professionals, educators, HR professionals, and anyone who is interested in labor market data.

### Open Discussion

There was none.

### Date of Next Meeting

LEO Board Meeting – September 20, 2023 at 9:00 a.m.

Joint WDB/LEO Board Meeting – September 20, 2023 at 10:00 a.m.

Executive Committee Meeting – October 13, 2023 at 10:00 a.m.

### Adjournment

With no further business to discuss, Dave adjourned the meeting at 10:43 a.m.

Respectfully Submitted,



Kelly Walter, Office/Board Coordinator

## Executive Committee Updates and Actions to be Taken

November 9, 2023

1. Motion to approve the minutes from the August 11, 2023 Executive Committee meeting.
2. Action Needed: 2024 Meeting Schedule
3. Action Needed: Training Gap Analysis Contract
4. Action Needed: Recertification of PA CareerLink® offices and The Link

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

- Action Needed: Advance Central PA Office Lease Renewal

The Audit/Finance Committee will meet as needed.

### EARN Committee • Kenneth Chappell, Chair

The EARN committee will meet as needed.

### Governance Committee • Dean Girton, Chair

The Governance Committee will meet as needed.

### Personnel Committee • Jamie Aurand, Chair

The Personnel Committee will meet as needed.

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

The Policy and Performance Committee will meet as needed.

### Youth Committee • Suzanne White, Chair

The Youth Committee will meet November 29<sup>th</sup> at the Advance Central PA office.

## 2024 MEETING SCHEDULE

### Executive Committee, Workforce Development Board, and Local Elected Official Board

<b>January 12</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>February 9</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>March 20</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 12</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>May 10</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>June 19</b> <i>Third Wednesday</i>	<b>Annual Meeting of the Members (LEO)</b> 9:00 a.m. to 9:30 a.m. <b>WBD/LEO Board Meeting</b> 10:00 a.m. to Noon
<b>August 9</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>September 18</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 11</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>November 8</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>December 18</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.

## PA CareerLink® Certification

January 1, 2024 - December 31, 2026

### Background

To be eligible to receive infrastructure funding as described in WIOA local boards must assess the local one-stop delivery system at least once every three (3) years. Such an assessment must include the effectiveness, physical and programmatic accessibility in accordance with WIOA and the Americans with Disabilities Act of 1990, service integration, and the continuous improvement of the local PA CareerLink® system and each center under its purview. The Pennsylvania Dept. of Labor & Industry's PA CareerLink® Certification and Continuous Improvement Policy outlines requirements and guidance for certification.

Advance Central PA staff partnered with the Operator to monitor the PA CareerLink® sites in the Central Region for compliance with certification criteria focused on critical areas such as service integration, continuous improvement, outreach and branding, and equal opportunity.




### Comprehensive PA CareerLink® Sites

 <p><b>Lycoming</b> 329 Pine Street Williamsport</p>	 <p><b>Mifflin</b> 6395 SR 103 North MCIDC Plaza, Building 58 Lewistown</p>	 <p><b>Northumberland/Snyder/Union</b> 225 Market Street Sunbury</p>
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### Comprehensive Certification Criteria

1. A mission statement is posted and visible to the public
2. Full-time hours of operation are posted on the door or in view of the outside entrance
3. Access to all partner programs
4. Operator oversight of day-to-day operations
5. At least one (1) WIOA Title I service provider staff member is physically present
6. Effective functions are in place related to:
  - a. Welcome
  - b. Skills/career development services
  - c. Access to training services
  - d. Access to all programs carried out by the one-stop partners
  - e. Workforce and labor market information
  - f. Business and employer services
7. Staff Development/Program Cross-Training is provided and documented
8. Adherence to continuous improvement plans
9. Physically and programmatically accessible

## Affiliate PA CareerLink® Sites

 <b>Centre</b> 240 Match Factory Place Bellefonte	 <b>Clinton</b> 8 North Grove Street Suite F/C Lock Haven	 <b>Columbia/Montour</b> 421 Central Road Suite 1 Bloomsburg
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## Affiliate Certification Criteria

1. Connected to a comprehensive site.
2. Display hours of operation on the door or in view of the outside entrance.
3. Provide information on the career services offered by the one-stop system and make them available regardless of the participant's initial entry point.
4. Physically and programmatically accessible.

## Specialized PA CareerLink® Site



## Specialized Certification Criteria

1. Connected to comprehensive PA CareerLink® centers, meaning the locations have a process in place to make referrals to services provided through a comprehensive site.
2. Allow for the provision of a variety of services tailored to the needs of the population being served, which may include: career coaching, networking, and assessment.
3. Physically and programmatically accessible.



Advance Central PA  
 FY 24 Contract Expense and Obligation Report  
 From 7/1/2023 Through 9/30/23

Contract Period	Contract Title	Available Funds	Total Expended	Obligated Funds <sup>1</sup>	% of Total Oblig. and Exp	Unoblig. Amount
10/22 - 06/24	PY22 2nd Inc. WIOA Adult	837,346	390,552	364,425	90.16%	82,369
10/22 - 06/25	PY22 DW Transfer to Adult	500,000	0	450,000	90.00%	50,000
07/23 - 06/24	PY23 1st Inc. WIOA Adult	268,711	0	241,840	90.00%	26,871
10/23 - 06/24	PY23 2nd Inc. WIOA Adult	1,105,194	0	85,855	7.77%	1,019,339
	<b>Adult Programs</b>	<b>2,711,251</b>	<b>390,552</b>	<b>1,142,120</b>	<b>56.53%</b>	<b>1,178,579</b>
07/22 - 06/24	PY22 1st Inc. WIOA DW	149,381	149,381	0	100.00%	0
10/22 - 06/24	PY22 2nd Inc. WIOA DW	527,869	240,095	234,987	90.00%	52,787
07/23 - 06/24	PY23 1st Inc. WIOA Adult	315,767	0	284,190	90.00%	31,577
10/23 - 06/24	PY23 2nd Inc. WIOA Adult	1,148,449	0	567,068	49.38%	581,381
	<b>Dislocated Worker Programs</b>	<b>2,141,466</b>	<b>389,476</b>	<b>1,086,245</b>	<b>68.91%</b>	<b>665,745</b>
01/22 - 06/24	PY21 Rapid Response	53,848	24,740	29,107	100.00%	1
02/23 - 10/23	PY22 Rapid Response - Digital Intake	77,295	58,298	18,997	100.00%	0
	<b>Rapid Response Programs</b>	<b>131,143</b>	<b>83,038</b>	<b>48,104</b>	<b>100.00%</b>	<b>1</b>
04/22 - 06/24	PY22 WIOA Youth	893,597	143,360	611,039	84.42%	139,198
04/23 - 06/25	PY23 WIOA Youth	1,841,332	0	734,591	39.89%	1,106,741
07/22 - 06/23	PY22 TANF Youth	533,729	183,476	289,733		60,520
07/23 - 06/24	PY23 TANF Youth	712,013	0	289,733	40.69%	422,280
02/22 - 12/23	PY21 Business & Education Partnership	100,859	17,503	49,042	65.98%	34,314
06/23 - 06/24	PY22 Business & Education Partnership	146,838	3,962	130,112	91.31%	12,764
	<b>Youth Programs</b>	<b>4,228,368</b>	<b>348,301</b>	<b>2,104,250</b>	<b>58.00%</b>	<b>1,775,817</b>
07/22 - 06/23	EARN	2,709,971	455,078	1,421,451	69.25%	833,442
	<b>Welfare Programs</b>	<b>2,709,971</b>	<b>455,078</b>	<b>1,421,451</b>	<b>69.25%</b>	<b>833,442</b>
01/19 - 06/24	Next Gen 18 - Adv. Man.	47,122	0	0	0.00%	47,122
01/19 - 06/24	Next Gen 18 - Healthcare	65,042	0	0	0.00%	65,042
02/20 - 06/24	Next Gen 19 - Adv. Man.	229,562	321	0	0.14%	229,241
02/20 - 06/24	Next Gen 19 - Healthcare	235,332	412	0	0.18%	234,920
NA	IP Sustainability Fund	346,718	0	0	0.00%	346,718
	<b>Industry Partnerships</b>	<b>923,776</b>	<b>733</b>	<b>0</b>	<b>0.08%</b>	<b>923,043</b>
01/22 - 06/24	PASmart CPI Apprenticeship	273,379	680	238,701	87.56%	33,998
01/23 - 06/24	Apprenticeship Building America	181,537	4,301	10,333	8.06%	166,903
	<b>Reemployment Services</b>	<b>454,916</b>	<b>4,981</b>	<b>249,034</b>	<b>55.84%</b>	<b>200,901</b>
7/22 - 12/23	PREP PFEW	20,770	17,375	3,380	99.93%	15
08/22 - 06/24	DCED Videos	41,774	1,621	14,550	38.71%	25,603
10/20 - 09/23	ARC Reboot	531,280	56,282	328,409	72.41%	146,589
07/23 - 06/24	Statewide	50,750	0	50,750	100.00%	0
07/23 - 06/24	Statewide	84,644	0	0	0.00%	84,644
07/23 - 06/24	Statewide	210,763	0	210,763	100.00%	0
07/23 - 06/24	Statewide	74,230	0	0	0.00%	74,230
NA	Research Department	109,451	8,693	0	7.94%	100,758
NA	Gold Standard	61,168	1,162	941	3.44%	59,065
NA	Highmark Initiative	777	0	0	0.00%	777
NA	Engage	20,591	0	0	0.00%	20,591
NA	Fit4Construction	42,500	409	0	0.96%	42,091
NA	ELIC	2,000	141	0	7.05%	1,859
				0	#DIV/0!	0
				0	#DIV/0!	0
	<b>Other Programs</b>	<b>236,487</b>	<b>10,405</b>	<b>941</b>	<b>4.80%</b>	<b>225,141</b>
	<b>Grand Total</b>	<b>13,537,378</b>	<b>1,682,564</b>	<b>6,052,145</b>	<b>57.14%</b>	<b>5,802,669</b>

**Notes:**

1 Obligated funds include the funds unexpended but obligated for the FY 24 subcontractor, training, and Resource Sharing Agreement budgets.

Advance Central PA  
Operating Budget to Actual Comparison  
From 7/1/2023 Through 9/30/23

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	1,010,385	225,633	784,752.21	22.33%
Staff Travel & Development	30,034	2,347	27,686.56	7.82%
Board Expenses	8,903	3,842	5,060.69	43.16%
General Office Supplies	5,116	1,480	3,635.60	28.94%
Leases - Copiers/Equipment	2,500	506	1,993.72	20.25%
Outreach	2,050	0	2,050.00	0.00%
Subscriptions	23,237	0	23,237.00	0.00%
Memberships	10,510	10,609	(98.91)	100.94%
Vehicles	6,350	3,250	3,100.00	51.18%
Equipment And Furnishings	8,760	504	8,256.00	5.75%
Professional Fees	15,825	88	15,737.50	0.55%
Business Services	14,760	50	14,710.01	0.34%
Computer Services	35,164	9,796	25,368.25	27.86%
Facility Costs	<u>76,565</u>	<u>20,255</u>	<u>56,309.90</u>	<u>26.45%</u>
Total Operational Expenses	1,250,159.00	278,360.47	971,798.53	<u>22.27%</u>
Total Expenditures	1,250,159.00	278,360.47	971,798.53	<u>22.27%</u>

Notes:

\* Anticipated expenditure rate of 25%.

Advance Central PA  
 FY24 Consolidated RSAB Budget to Actual Comparison  
 From 7/1/2023 Through 9/30/23

	<b>Total Budget - Original</b>	<b>Current Year Actual</b>	<b>Variance - Original</b>	<b>Budget Expended *</b>	<b>Budget Remaining</b>
<b>REVENUE:</b>					
WIOA Adult	229,344	51,083	178,261	22.27%	77.73%
WIOA Dislocated	229,344	51,083	178,261	22.27%	77.73%
WIOA Out of School	132,881	29,864	103,017	22.47%	77.53%
EARN	256,245	57,001	199,244	22.24%	77.76%
Advance Central PA Total: <sup>1</sup>	847,814	189,031	658,783	22.30%	77.70%
WAGNER PEYSER	433,835	96,289	337,546	22.19%	77.81%
WP REGIONAL	15,314	3,796	11,518	24.79%	75.21%
VETS	98,751	22,187	76,564	22.47%	77.53%
RAPID RESPONSE	10,056	2,212	7,844	22.00%	78.00%
OVR	111,923	24,533	87,390	21.92%	78.08%
OVERSIGHT	15,314	3,796	11,518	24.79%	75.21%
TRADE	15,314	3,796	11,518	24.79%	75.21%
State Partner Total:	700,508	156,609	543,899	22.36%	77.64%
Total REVENUE	1,548,322	345,640	1,202,682	22.32%	77.68%
<b>EXPENSES:</b>					
<b>PERSONNEL</b>					
Total PERSONNEL	775,201	170,102	605,099.58	21.94%	78.06%
<b>FACILITY</b>					
Total FACILITY	671,613	163,015	508,597.47	24.27%	75.73%
<b>OPERATIONAL</b>					
Total OPERATIONAL	292,906	39,828	253,078	13.60%	86.40%
USAGE FEE (Non-Partner Renters)	245,591				
Total USAGE FEE	245,591	27,305	218,287	11.12%	88.88%
TOTAL EXPENDITURES	1,494,129	345,640	1,148,489	23.13%	76.87%

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 25%.

1 Advance Central PA is responsible for approximately 55% of the total shared PA CareerLink<sup>®</sup> operating costs compared to 45% paid by other required PA CareerLink<sup>®</sup> partners.

Advance Central PA  
 Subcontractor Budget and Actual Comparison  
 From 7/1/2023 Through 9/30/23

**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
OPERATIONAL EXPENSES <sup>2</sup>					
Adult Pool	325,787	102,737	223,050	31.54%	68.46%
Dislocated Worker Pool	325,787	116,330	209,457	35.71%	64.29%
OS Youth Pool <sup>3</sup>	100,000	21,595	78,405	21.60%	78.41%
TANF	30,000	6,495	23,505	21.65%	78.35%
ARC Reboot <sup>5</sup>	24,565	24,565	-	100.00%	0.00%
EARN Pool <sup>3</sup>	100,000	21,596	78,404	21.60%	78.40%
Total OPERATIONAL EXPENSES	906,139	293,318	612,821	32.37%	67.63%
DIRECT CUSTOMER SERVICES <sup>4</sup>					
ARC Reboot	1,621	-	-	0.00%	100.00%
Total DIRECT CUSTOMER SERVICES	-	-	-	0.00%	100.00%
TOTAL EXPENDITURES	906,139	293,318	612,821	32.37%	67.63%

**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
OPERATIONAL EXPENSES <sup>2</sup>					
Adult Pool	573,171	124,929	448,242	21.80%	78.20%
IS Youth Pool	151,152	29,783	121,369	19.70%	80.30%
TANF Youth	334,615	90,009	244,606	26.90%	73.10%
Dislocated Worker Pool	578,171	159,732	418,439	27.63%	72.37%
Business Edu. Partnership	50000	15,857	34,143	31.71%	68.29%
Rapid Response <sup>6</sup>	56,258	24,227	32,031	43.06%	56.94%
ARC Reboot <sup>5</sup>	38,662	30,644	8,018	79.26%	20.74%
EARN Pool	1,364,165	307,741	1,056,424	22.56%	77.44%
EARN SNAP	41,764	8,674	33,090	20.77%	79.23%
Total OPERATIONAL EXPENSES	3,187,958	791,596	2,396,362	24.83%	75.17%

<b>DIRECT CUSTOMER SERVICES <sup>4</sup></b>					
Adult Pool	10,000	1,690	8,310	16.90%	83.10%
IS Youth Pool	9,071	1,601	7,470	17.65%	82.35%
TANF Youth	193,950	52,805	141,145	27.23%	72.77%
Dislocated Worker Pool	5,000	49	4,951	0.98%	99.02%
Apprenticeship Building America	616	616	-	100.00%	0.00%
ARC Reboot <sup>5</sup>	1,000	-	1,000	0.00%	100.00%
EARN Pool	58,000	1,706	56,294	2.94%	97.06%
<b>Total DIRECT CUSTOMER SERVICES</b>	<b>277,637</b>	<b>58,467</b>	<b>219,170</b>	<b>21.06%</b>	<b>78.94%</b>
<b>TOTAL EXPENDITURES</b>	<b>3,465,595</b>	<b>850,063</b>	<b>2,615,532</b>	<b>24.53%</b>	<b>75.47%</b>

**Central Susquehanna Intermediate Unit <sup>7</sup>**

	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	191,857	-	191,857	0.00%	100.00%
OS Youth Pool	780,622	-	780,622	0.00%	100.00%
<b>Total OPERATIONAL EXPENSES</b>	<b>972,479</b>	<b>-</b>	<b>972,479</b>	<b>0.00%</b>	<b>100.00%</b>
<b>DIRECT CUSTOMER SERVICES <sup>4</sup></b>					
TANF Youth	59,937	0	59,937	0.00%	100.00%
OS Youth Pool	239,751	-	239,751	0.00%	100.00%
<b>Total DIRECT CUSTOMER SERVICES</b>	<b>299,688</b>	<b>-</b>	<b>299,688</b>	<b>0.00%</b>	<b>100.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,272,167</b>	<b>-</b>	<b>1,272,167</b>	<b>0.00%</b>	<b>100.00%</b>

**NOTES:**

1 Anticipated expenditure rate of 25% 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

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

5 ARC Reboot budget is for 7/1/23 through 6/30/24.

6 CSO Rapid Response budget includes The Link.

**FY24 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS**  
As of 10/30/2023

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>FY24 ITA</b>	
Adult	\$26,880	\$10,050	\$1,004	\$11,054	\$15,826	2	41.12%
Adult POS	\$152,820	\$62,101	\$51,326	\$113,427	\$39,393	34	74.22%
Dislocated Worker	\$105,424	\$2,523	\$1,648	\$4,171	\$101,253	2	3.96%
<b>TOTAL ITA</b>	<b>\$285,123</b>	<b>\$74,674</b>	<b>\$53,978</b>	<b>\$128,652</b>	<b>\$156,471</b>	<b>38</b>	<b>45.12%</b>

<b>ON THE JOB TRAININGS (OJTs)</b>						<b>FY24 OJT</b>	
Adult	\$34,587	\$28,337	\$585	\$28,922	\$5,665	4	83.62%
Adult POS	\$51,880	\$20,616	\$13,383	\$33,999	\$17,881	6	65.53%
Dislocated Worker	\$70,282	\$26,063	\$11,896	\$37,959	\$32,324	5	54.01%
Out of School Youth	\$92,067	\$32,709	\$4,328	\$37,037	\$55,030	5	40.23%
<b>TOTAL OJT</b>	<b>\$248,816</b>	<b>\$107,725</b>	<b>\$30,191</b>	<b>\$137,916</b>	<b>\$110,900</b>	<b>20</b>	<b>55.43%</b>
<b>TOTAL ITA/OJT</b>	<b>\$533,939</b>	<b>\$182,398</b>	<b>\$84,169</b>	<b>\$266,568</b>	<b>\$267,371</b>	<b>58</b>	<b>49.92%</b>

Incumbent Worker Training							Number of Participants	Percentage of Total Budget Obligated
Fund Source		Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance		
Next Gen Adv. Manuf. 2019	2021	\$68,000	\$0	\$27,900	\$46,840	\$21,160	20	69%
	2023			\$18,940				
	2024			\$0				
Next Gen. Healthcare 2019	2024	\$65,501	\$0	\$0	\$0	\$65,501	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%
Total		\$537,301	\$0	\$46,840	\$46,840	\$490,461	20	9%