



**Advance
Central PA**
Linking People & Business

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

June 21, 2023

Union County Government Center
Lewisburg, Pennsylvania

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<https://advancecentralpa.org/about-us/public-notices/>.

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

Agenda

Union County Government Center, Lewisburg
Wednesday, June 21, 2023 10:00 a.m.

- | | | |
|---------------|---|-------------------------------|
| 10:00 – 10:10 | Call to Order, Welcome, and Introduction of Guests | Dave Zartman &
Ken Holdren |
| 10:10 – 10:15 | Public Comment | |
| 10:15 – 10:25 | Governor's Achievement Award Winners | Erica Mulberger |
| | <ul style="list-style-type: none"> • Noah Whitesell • Jasmine Acree | |
| 10:25 – 10:35 | PA CareerLink® Operator Update | Cheryl Johnson |
| 10:35 – 10:55 | FY2024 Budget Presentation | Brooke Gessner |
| 10:55 – 11:40 | WDB and LEO Board Action Items | Dave Zartman &
Ken Holdren |
- **WDB Non-Consent Agenda & Committee Reports**
 - Appointment of Vice Chair
 - Audit/Finance
 - Action Needed: Approval of FY2024 Advance Central PA Operating Budget
 - Action Needed: Approval of FY2024 Central Region Budget
 - Action Needed: Approval to open a Credit Card
 - EARN
 - Action Needed: Modification to EARN Incentive Services Policy
 - Governance
 - Personnel
 - Policy & Performance
 - Youth
 - Action Needed: Modification to Youth Support Services Policy
 - **LEO Board Action Items**
 - Action Needed: Approval of March 15, 2023 Meeting Notes
 - Action Needed: Approval of FY2024 Advance Central PA Operating Budget

- Action Needed: Approval of FY2024
Central Region Budget

11:40 – 11:50 **Executive Director's Update**

Erica Mulberger

11:50 – 11:55 **Open Discussion**

11:55

Date of Next Meeting

Dave Zartman

- Executive Committee - August 11, 10:00 a.m. - 12:00 p.m.
- LEO Board Meeting - September 20, 9:00 a.m. - 9:30 a.m.
- WDB Board Meeting - September 20, 10:00 a.m. - 12:00 p.m.

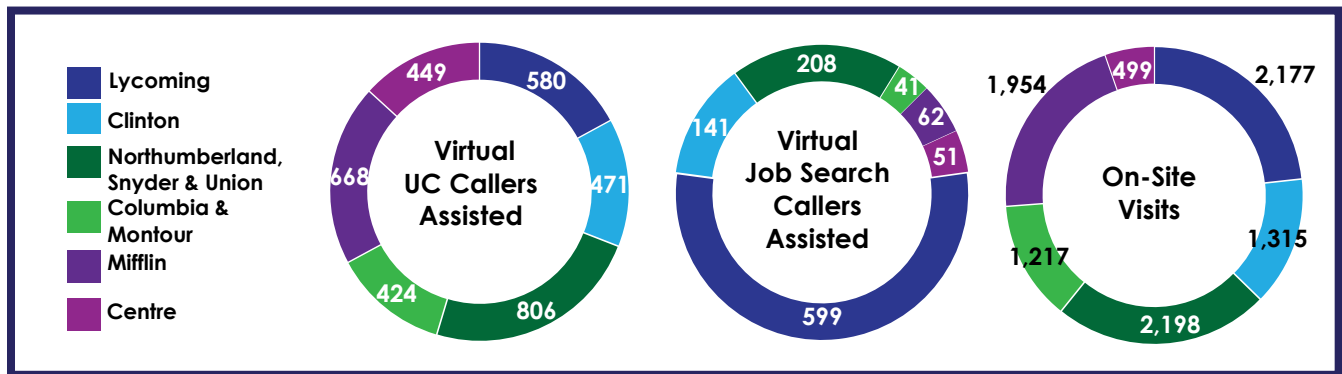
12:00

Adjournment

Dave Zartman &
Ken Holdren

PA CareerLink® Jobseeker Services

January-March 2023 Q1



Includes on-site and virtual services

Total Workshops Offered: 248

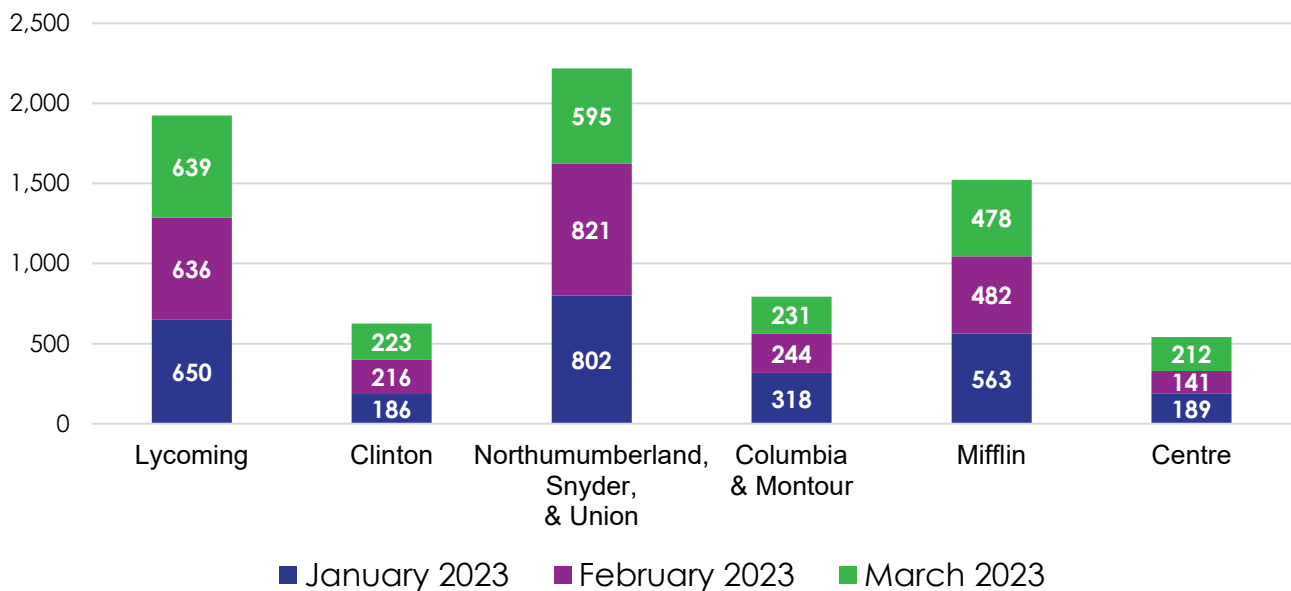
Total Workshop Attendance: 815

Total Services Provided: 26,839

Unique Quarterly Participants: 5,750

Includes on-site and virtual services

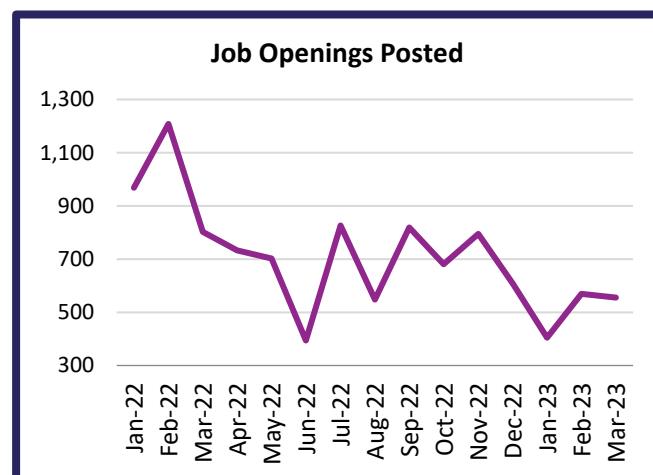
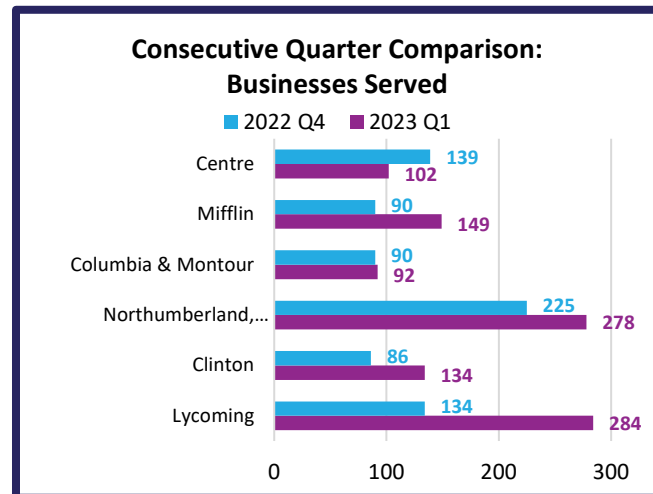
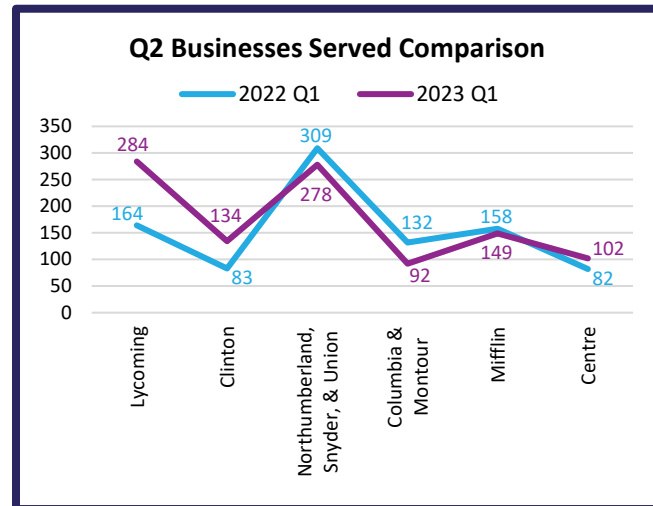
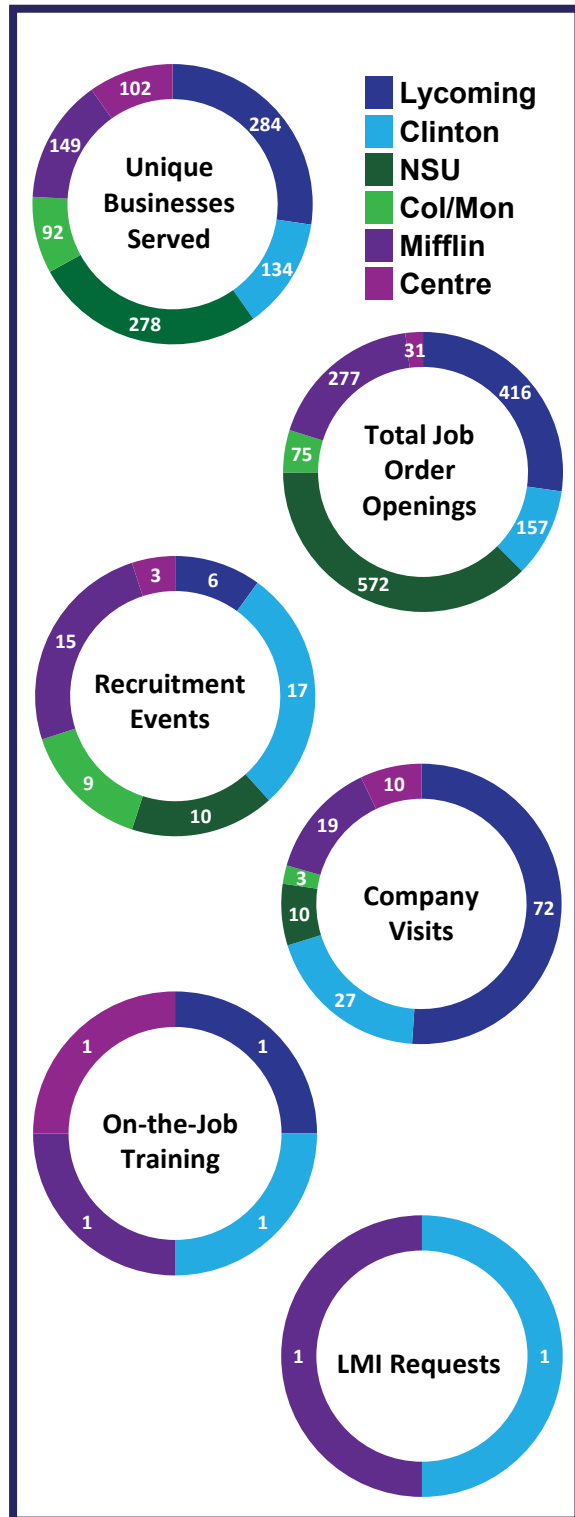
Total Unique Participants Served By Month



PA CareerLink® Business Solutions

January - March 2023 Q1

Employer Services Overview

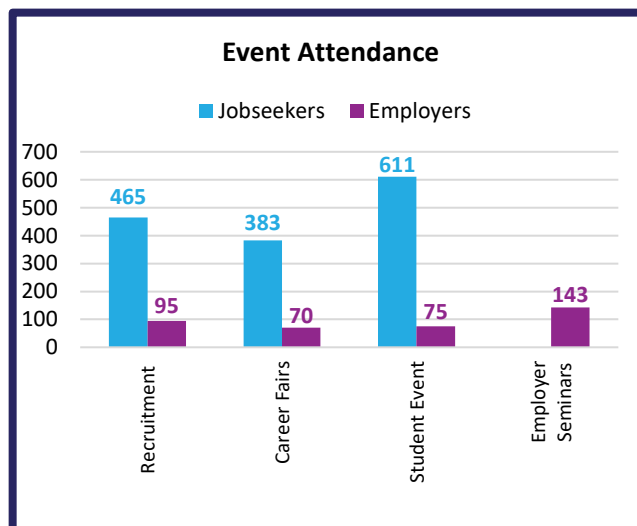


PA CareerLink® Business Solutions

January - March 2023 Q1

Employer Event Highlights

- **Virtual Employer Seminar:** Regional UC Hearings and Appeals with the Dept. of Labor and Industry (43 employers)
- **Recruitment Event:** Mifflin County Winning Wednesday Mini Job Fair & People Helping People Mini Resource Fair (10 employers, 51 jobseekers, 8 training providers)
- **Student Event:** Career Fair at Muncy High School (20 employers, 150 youth)
- **Mass Hiring Events:** Marshall's in Clinton County (109 jobseekers)
- **Job Fair:** Spring Job Fair at The Central Pennsylvania Institute of Science and Technology (37 employers, 107 jobseekers, 278 youth)
- **Student Event:** Student Career Fair at SUN Area Technical Institute (37 employers, 281 youth, 30 job seekers, 1



Rapid Response Events

Company	<p><i>No Rapid Response Events occurred this quarter.</i></p>
PA CareerLink® County	
Rapid Response Date	
Workers Affected	
Workers at RR Event	
Layoff/Closure	
Status	

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

Joint Meeting
March 15, 2023

Advance Central PA's Workforce Development Board (WDB) and Local Elected Official (LEO) Board held a joint meeting on Wednesday, March 15, 2023, at 10:00 a.m. at the Union County Government Center, Lewisburg, PA.

WDB Members Attending

Sue Auman
Jamie Aurand
Jim Beamer
Kenneth Chappell
Misty Dion
Michele Foust
Bruce Jones
Jeff Lowry
Zollie Rayner
Jonathan Ritter
Jim Stopper
Susan Swartz
Todd Taylor
Suzanne White
Jenna Witherite
Dave Zartman

LEO Board Members Attending

Angela Harding
Kenneth Holdren
Joe Klebon
David Kovach
Richard Mirabito
Robert Postal
Chuck Steininger

WDB Staff Attending

Alexa Hann
Korrie Lucas
Jamie Mercaldo
Erica Mulberger
Patrick O'Conner
Gabi Randall
Rachael Ulmer
Kelly Walter

WDB Members Excused

Jay Alexander
Dean Girton
Keith Koppenhaver
Lynn Kuhns
Steve Stumbris
Tracie Witter

LEO Board Members Excused

Steven Dershem
Stacy Richards

Guests Attending

Megan Bair
Hank Baylor
Jon DeWald - Solicitor
Melanie Erb
Judy Fitzgerald
Robert Getz
Angelic Harding
Carl Jensen
Cheryl Johnson
Ann Kaufman
Karin Knode
Mary Mingle
Len Prosseda
Derek Reber
Michaelene Shirey
Jill Walter

Call to Order and Welcome

Dave Zartman, Workforce Development Board Chairperson, called the meeting to order at 10:00 a.m. and confirmed a quorum. Dave welcomed new business organization member Jonathan Ritter, Plant Manager at Playworld.

Dave noted the two quarterly meetings occurring simultaneously; the Workforce Development Board (WDB) meeting and Local Elected Official (LEO) Board meeting. Each board takes actions from their respective agendas.

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

Invitation for Public Comments

There were none.

PA CareerLink® Operator Update

Representing the PA CareerLink® Operator, Cheryl Johnson provided the quarterly update.

New staff have been hired to fill vacancies across multiple programs. The Operator and Site Administrators have worked to positively assimilate new staff and equip them for success including to coordinate partner information training during site staff meetings. As previously discussed, in response to staff retention concerns, a hybrid schedule was implemented; the Operator is currently assessing the effectiveness of the pilot to understand the impact for staff and ensure no negative impact for customers.

The Unemployment Compensation Representatives that have been operating on-site at the PA CareerLink® via a grant have been instrumental in meeting the needs of unemployed customers. These representatives were set to end their on-site work March 31, 2023. Together with Advance Central PA, the Operator advocated for their continued presence. It was recently announced those staff will indeed continue to provide on-site services which is greatly needed.

The PA CareerLink® sites offer high-quality services for employers and job seekers alike. The challenge is creating awareness of all that is available. With that in mind, staff continue with innovative outreach, tailoring events to appeal to a broad range of customers and employers. Cheryl provided examples of events that were coordinated in the last quarter. Highlights included cross-partner collaboration at the PA CareerLink® Clinton County where staff successfully coordinated a recruitment for Marshall's Department Store with 120 job seekers in attendance and an event coordinated by PA CareerLink® Mifflin County in partnership with Geisinger as they hosted the AiM HI (Aspirations in Medicine and Healthcare Initiatives) program that provided fifty-six students from six schools opportunity to explore careers in healthcare.

WDB Updates and Action Items

Action Items

Dave called for a motion to approve the Consent Agenda.



Michele Foust made a motion to approve the March 15, 2023 Consent Agenda Action Items. Jim Beamer seconded the motion. The motion was unanimously approved with no abstentions.

Dave gave the floor to Erica Mulberger, Advance Central PA Executive Director, to discuss background related to Childcare Worker and the High Priority Occupations (HPO) list. Erica explained that with numerous discussions about early childhood education in recent meetings and awareness of the impact to the current and future workforce, one action the WDB may want to consider is a petition to include Childcare Worker to the HPO list. Occupations on the list meet minimum thresholds for wage and openings, however, local WDBs may petition for additional occupations to be added when there is justified

need. Inclusion on the list makes it allowable to spend Workforce Innovation Opportunity Act (WIOA) dollars on training. In the case of Childcare Worker, this means Advance Central PA could financially help people earn relevant degrees to help improve the childcare issue locally.

- ▲ **Todd Taylor made a motion to petition for the addition of Childcare Worker to the High Priority Occupations. Sue Auman seconded the motion. The motion was unanimously approved with no abstentions.**

Audit/Finance Committee

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

Single Audit

The Audit/Finance Committee met January 30, 2023 to review the FY22 Single Audit with Young, Oakes, Brown, and Co. Jim commended staff for their work that resulted in another clean audit.

Financial Reports

Jim referenced the reports with financial data through December 31, 2022 as well as the FY23 Budget Update Report.

Salary Scale Modification

Central Susquehanna Opportunities, Inc. (CSO) conducted a market survey to review their salary scale and as a result, requests that salaries be adjusted upward in line with the market to improve retention and recruitment. Staff have reviewed the revised salary scale and information submitted by CSO. Implementation during the current fiscal year will not necessitate a budget increase.

- ▲ **Jim Stopper made a motion to approve Central Susquehanna Opportunities, Inc. revised salary scale to help recruit and retain PA CareerLink® staff. Zollie Rayner seconded the motion. The motion was unanimously approved with no abstentions.**

Upcoming Monitoring

Staff have been notified the state will conduct on-site monitoring this spring. The federal government is monitoring the state during this time period therefore may accompany the state monitors on their visit.

The next Audit/Finance meeting will be scheduled to prepare the FY24 budget.

EARN Committee

Ken Chappell, Committee Chair, provided the update and shared the committee met March 3, 2023.

Enrollments

Ken presented an EARN Enrollment Report showing 232 new enrollments from July 2022 through January 2023; including seventeen SNAP only volunteers who choose to participate in EARN to benefit from case management and other offerings. Ken highlighted data showing where the participants are served at PA CareerLink® sites across the region.

EARN Contract

The EARN Contract for service delivery was first awarded to CSO for the term October 1, 2021 through June 30, 2022 with annual extension options. CSO's commitment to holistic case management and the EARN program design remains evident throughout their work.

- ▲ **Ken Chappell made a motion to extend the current contract for EARN Service Delivery with Central Susquehanna Opportunities, Inc. for the period July 1, 2023 through June 30, 2024 with funding to be negotiated. Suzanne White seconded the motion. The motion was unanimously approved with no abstentions.**

Erica shared that Advance Central PA has received notification the contract with the PA Dept. of Human Services (DHS) will be extended, perhaps through June 2025 rather than issuing a competitive

procurement that had been discussed in the recent past. She noted this may be indication DHS see's the value of local programming via the WDB procurement processes.

Governance Committee

Erica Mulberger gave the report on behalf of Dean Girton, Governance Committee Chair.

Recruitment

With Jim Nemeth's retirement, an additional private sector member is needed to comply with 50% business representation on the WDB. Referrals from any county or area within the Central Region are requested and should be sent to Erica for Governance Committee vetting as soon as possible.

Board Officers

Dave Zartman's term as WDB Chairperson will end in December. Private sector members who are interested can be placed in the role of Vice Chair. Former chairpersons are eligible for this position again. Dave added that the staff keeps the person in the role informed and makes fulfilling the role of Chair as easy as possible. Anyone interested should contact Erica.

Personnel Committee

Jamie Aurand, Personnel Committee Chair, provided the update.

Insurance Renewal

Advance Central PA's current provider for dental, life, short-term and long-term disability, Guardian, has offered a two-year rate lock at the current rate.

- ▲ **Jamie Aurand made a motion to renew the dental, life, short-term and long-term disability insurance policies with Guardian for the period May 1, 2023 through April 30, 2025 at the current policy rates. Michele Foust seconded the motion. The motion was unanimously approved with no abstentions.**

Staffing Updates

Advance Central PA is actively seeking candidates for both the Mentor Coordinator and Research & Grants Coordinator positions. An offer was made for the Mentor Coordinator position, however, the individual turned it down in favor of staying with her current employer. There are no current candidates in the pipeline.

Policy & Performance Committee

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

Staff Monitoring Highlights

Jim provided an overview of staff monitoring conducted over the last quarter including status updates related to on-the-job training contracts, subrecipient fiscal monitoring, PA CareerLink® operations, Adult/Dislocated Worker, In-School-Youth, and Equal Opportunity.

State Monitoring

In response to PY2021 Office of Equal Opportunity monitoring, a regional PA CareerLink® Limited English Proficiency Plan was implemented by staff on February 17, 2023 resulting in vital documents being translated to Spanish. The Office of Vocational Rehabilitation (OVR) has completed accessibility reviews for four PA CareerLink® sites; Site Administrators are coordinating corrections. The Bureau of Workforce Development Administration (BWDA) has accepted the Advance Central PA corrective action plan in regard to Steven's Amendment compliance and an update to the Disaster Recovery Policy to reflect current protocol. Staff have submitted documents requested for the BWDA PY2022 Sunshine Act monitoring and the BWDA PY2022 monitoring of Fiscal Integrity and Local Monitoring is currently underway. On-site BWDA monitoring is anticipated this Spring.

PY21Q2 and PY22Q2 Comparison Adult/Dislocated Worker Exit Reports

Jim explained the outcomes of participants when they exit Adult and Dislocated Worker programming and the goal to exit participants with employment. He reviewed comparisons of the second quarter of PY21 with the second quarter of PY22 for the region and the individual subcontractors. Low enrollments/low exits continue to have an impact.

Common Measures - PY2022 2nd Quarter Reports

Jim reviewed these official measures for WIOA Title I Adult, Dislocated Worker, and Youth programs. Staff have compiled and sent denominator reports to the subcontractors in order to identify underlying issues and concerns as well as best practices to be implemented in future quarters.

Contract Extensions

A number of contracts have terms that may be renewed starting July 1st of this year. In the current economy, subcontractors are challenged with stabilizing the staffing which has a direct impact on performance and customer service. Waiting on the FY24 allocations to extend contracts may result in losing high performing subcontractor staff. Instead, motions can be considered contingent on funding with amounts that can be presented as part of the budget overview during the June meeting.

Business Solutions Contract

The current contract for Business Solutions is with Tuscarora Intermediate Unit 11 (TIU) for the entire region. The original term was for July 1, 2021 – June 30, 2022 with annual extension options.

- ▲ **Jim Beamer made a motion to extend the current contract for Title I Business Solutions with Tuscarora Intermediate Unit 11 for the period July 1, 2023 through June 30, 2024 with funding to be negotiated. Todd Taylor seconded the motion. The motion was unanimously approved with no abstentions.**

Job Seeker Services Contracts

There are two current contracts for job seekers services: one with TIU for service delivery covering Centre and Mifflin counties, the other with Central Susquehanna Opportunities (CSO) for service delivery covering Clinton, Columbia, Lycoming, Montour, Northumberland, Snyder, and Union counties. The original term for both contracts was July 1, 2021 – June 30, 2022 with annual extension options.

- ▲ **Jim Beamer made a motion to extend the current contract for Title I Job Seeker Services with Tuscarora Intermediate Unit 11 for the period July 1, 2023 through June 30, 2024 with funding to be negotiated. Sue Auman seconded the motion. The motion was unanimously approved with no abstentions.**
- ▲ **Jim Beamer made a motion to extend the current contract for Title I Job Seeker Services with Central Susquehanna Opportunities, Inc. for the period July 1, 2023 through June 30, 2024 with funding to be negotiated. Ken Chappell seconded the motion. The motion was unanimously approved with no abstentions.**

The Link Contract

The current contract for service delivery via The Link was awarded to CSO with original terms from July 1, 2021 – June 30, 2022 with the option to extend funding annually.

- ▲ **Jim Beamer made a motion to extend the current contract for The Link with Central Susquehanna Opportunities, Inc. for the period July 1, 2023 through June 30, 2024 with funding to be negotiated. Bruce Jones seconded the motion. The motion was unanimously approved with no abstentions.**

PA CareerLink® Operator Contract

The current contract for PA CareerLink® Operator was awarded to TIU and consortium of partners with the original term from July 1, 2021 – June 20, 2022 with the option to extend funding annually. Having a procured Operator continues to be a requirement but is also a much-valued role in PA CareerLink® operations.

- ▲ **Jim Beamer made a motion to extend the current contract for PA CareerLink® Operator with Tuscarora Intermediate Unit 11 and consortium members Central Susquehanna Opportunities,**

Inc., Penn State Institute for the Study of Adult Literacy, and the Private Industry Council of the Central Corridor for the period July 1, 2023 through June 30, 2024 with funding to be negotiated. Susan Swartz seconded the motion. The motion was unanimously approved with no abstentions.

Youth Committee

Suzanne White, Youth Committee Chair, provided the report.

In-School Youth (ISY) Highlights - Bridges to the Future

Bridges to the Future staff are supporting several schools throughout the region with spring career fairs. Three businesses have been secured to participate in the business challenge, a new hallmark activity of the program; students from Berwick, Bloomsburg, Selinsgrove, and South Williamsport high schools will make up three teams who will receive skills training and assistance from the Bridges to the Future team to solve a real-world problem supplied to them by the participating businesses.

ISY Contract

The current procured provider of ISY services is Central Susquehanna Opportunities, Inc. The contract was originally awarded January 1, 2022 – June 30, 2023 with options to extend annually and includes provisions for services including the following which CSO has worked to implement:

- Comprehensive Services which include case management and services for students in 10th grade through graduation and placement.
- Specialized Services focused on specific offerings such as paid internships, Camp STEAM, and the business challenge.
- Outreach Services offered to all schools and students including workshops on employability skills and job search techniques.

▲ Suzanne White made a motion to extend the current Title I In-School Youth and TANF Youth Development contract with Central Susquehanna Opportunities, Inc. for the period July 1, 2023 through June 30, 2024 with funding to be negotiated. Jenna Witherite seconded the motion. The motion was unanimously approved with no abstentions.

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

Suzanne reported on the impact of approving the budget modification request from Central Susquehanna Intermediate Unit (CSIU) to adjust line items to increase staff salaries with no increase in total budget at the December meeting noting CSIU has received various high caliber applications since the change.

Out-of-School Youth Contract

CSIU currently holds the contract for Out-of-School Youth programming with terms that began July 1, 2021 with options to extend annually. CSIU continues to have holistic case management and overall commitment to the program that remains evident throughout their work.

▲ Suzanne White made a motion to extend the current Title I Out-Of-School Youth and TANF Youth Development contract with Central Susquehanna Intermediate Unit for the period July 1, 2023 through June 30, 2024 with funding to be negotiated. Ken Chappell seconded the motion. The motion was unanimously approved with no abstentions.

The Youth Committee will meet as needed.

Erica referenced the Bridges to the Future flyer promoting the Business Challenge and explained that the PA Dept. of Labor & Industry is reviewing all materials with the PA CareerLink® logo prior to distribution. Templates have been created for state preapproval to help make the process efficient.

LEO Board Action Items



Commissioner Kovach made a motion to approve the minutes from the December 21, 2022 joint WDB/LEO Board meeting. Commissioner Mirabito seconded the motion. The motion was unanimously approved with no abstentions.

Executive Director's Update

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

Grant Updates

Erica reviewed the current grant portfolio. She highlighted the recently awarded Apprenticeship Building America grant which will provide funding for staff to create a strategy that will help develop and support Registered Apprenticeship and Pre-Apprenticeship programs. The Pennsylvania Free Enterprise Week (PFEW) grant is new funding available from a grant awarded to SEDA-COG from the PA Dept. of Community and Economic Development. Monies will be used to sponsor 25 high school students to attend a summer camp where they will participate as teams and with mentors to manage a business. At least 10 students will be ISY participants who will be fully funded and have access to support services. A Business Education Partnership grant application is being compiled.

Labor Market Information Updates

The most recent data included is as of December 2022. Erica noted the number of people dropping out of the workforce which has an impact on unemployment rate.

Early Childhood Education

Erica provided an update on the ongoing discussions related to early childhood education. Across the region, there are various groups working to develop solutions. The Greater Susquehanna Valley United Way (GSVUW) has worked to bring them together via an Early Learning Investment Committee. Advance Central PA is partnering with them and has linked MADE in Central PA, WDB members, and healthcare providers to the committee. GSVUW recently asked Advance Central PA to take the lead with coordinating the Early Learning Investment Committee. LEO Board members and WDB members shared comments and questions. Commissioner Mirabito spoke to the need for the public as well as state and federal officials to have a better understanding of why robust early learning is necessary, including to maintain the population in Central Pennsylvania. Overall, members want to help the issue gain momentum at state and federal levels. Erica will keep members apprised.

Local and Regional Plan Modification

The Local Plan and Regional Plan both include demographics, labor market information, and strategy. A full overhaul of them will be required in 2025 while this year required a review and modification. Modifications to data and technical changes such as to staffing leadership and office locations have been drafted and were submitted for state review on February 24th. The state will provide comment and suggested changes prior to Advance Central PA posting the changes for public comment. After addressing any public comment, the WDB will receive a final copy for approval for implementation effective July 1, 2023.

Open Discussion

Misty Dion questioned if the HPO list includes Home Health Aide, to which Erica reported it does not. Erica explained the criteria used to develop the HPO list and answered questions in regard to how the WDB can petition for additional occupations to be added. Jon Dewald, Esq. was consulted in regard to potential amendment of the agenda to address the issue.



Misty Dion made a motion to amend the March 15, 2023 meeting agenda to include discussion and possible action to petition for Home Health Aide to be added to the High Priority Occupation List. Jamie Aurand seconded the motion. The motion was unanimously approved with no abstentions.



Misty Dion made a motion to petition for the addition of Home Health Aide to the High Priority Occupation List. Suzanne White seconded the motion. The motion was unanimously approved with no abstentions.

In regard to the Business Challenge flyer discussed during the Youth Committee update, Commissioner Harding asked how programs are communicating with young people citing a need to be on social media, etc. Erica affirmed that is the case and shared that providers use social media and texting. She added that with a grant application currently being written, Advance Central PA plans to purchase virtual-reality hardware/software to help recruit young people and create excitement about career development.

Commissioner Mirabito asked for an overview of Governor Shapiro's first budget address, specifically asking how the proposed budget compares to recent budgets that were in place. Erica noted the focus on workforce initiatives within the proposal and the Governor's plan for a committee that will provide advisement on workforce. She explained allocations for Title I programming are determined at the federal level and disbursed by the state accordingly; there was a \$300,000 decrease to the Central Region in the current FY, but the state helped fill the gap by approving Advance Central PA's request for additional funding at the time.

Susan Swartz inquired as to the status of WIOA. Erica responded that WIOA is up for renewal and may move into continuous resolution like the legislation that came before it. Erica is thinking about what modifications could be made to WIOA to strengthen it, including a change to the requirement that 75% of Youth funds must be spent on OSY rather than ISY where perhaps a bigger impact could be made earlier in a child's life. Susan shared insight related to available funding for the Office of Vocational Rehabilitation (OVR) in-school programming explaining how difficult it can be to fully expend money in meaningful ways with this population and suggested advocacy might focus on overall flexibility.

Erica shared lessons learned from a symposium featuring a WVIA documentary on suicide and a need for focused attention on mental health education at all levels, including for youth and people in the workforce.

Susan Swartz shared that many individuals who might appear to be successful in the workplace are actually faced with mental health concerns that may lead them to exit the workforce or struggle on the job. She discussed the array of services available from OVR, including support to individuals with undisclosed disability and advisement on accessibility.

Robust conversation ensued on how to grow the Central PA labor force and create an environment that will draw people to the area as well as how to better prepare the individuals who currently live in the area. Members noted a need for capital investment in workforce development and intentional engagement of individuals with disabilities, those who have been previously incarcerated, and young people, such as efforts currently in place via the PA CareerLink®.

Date of Next Meetings

Dave & Ken announced the upcoming meetings as follows:

- Executive Committee – April 14, 2023 at 10:00 a.m.
- Annual Meeting of the Members/LEO Board Meeting – June 21, 2023 at 9:00 a.m.
- WDB/LEO Quarterly Meeting – June 21, 2023 10:00 a.m.

Adjournment

With no further business to attend to, Commissioner Holdren then Dave Zartman adjourned the LEO Board and WDB meetings at 11:27 a.m.

Respectfully submitted,

Kelly Walter, Office/Board Coordinator

Central Pennsylvania Workforce Development Corporation
Central Region Fiscal Year 2024 Draft Budget
For the Period July 1, 2023 to June 30, 2024

	CORE FUNDING										OTHER FUNDING																				
		WIOA Dislocated Worker	WIOA Youth		EARN							Unrestricted (Gold Standard/ SIDCO)	Industry Partner Sustain.	Statewide: Tech/ Furnishing/ Reboot	Statewide: Outreach	Statewide: Training Evaluation	Next Gen Healthcare 2019	Next Gen Manufact. 2019	Bus & Edu Partnership 2021	Next Gen Healthcare 2020	Next Gen Manufact. 2020	PASmart Apprent. CPI	DCED Videos	ARC Reboot	Bus & Edu Partnership 2022	Apprntcshp Building America	Research Department	Total Other	Grand Total	% of Total	
FY 24 Revenues:	WIOA Adult		Out-of-School	In-School	EARN TANF	EARN SNAP Federal	EARN SNAP State	Perform.	TANF Youth	Total Core																					
FY 24 Allocation	1,373,905	1,464,216	1,841,332		2,010,846	25,952	25,952		712,013	7,454,217			210,763	84,644	50,750											31,844	378,001	7,832,218	53.54%		
FY 23 Planned Carryover	200,000	200,000	200,000							600,000																		-	600,000	4.10%	
FY 23 Planned Additional Carryover	1,129,308	496,923	766,964					633,093	542,733	3,569,021	57,219	165,871	337,248				60,000	60,000	84,775	226,800	235,000	544,609	14,000	516,886	150,000	175,000		2,627,408	6,196,429	42.36%	
Total FY 24 Revenues	2,703,213	2,161,139	2,808,296		2,010,846	25,952	25,952	633,093	1,254,746	11,623,238	57,219	165,871	337,248	210,763	84,644	50,750	60,000	60,000	84,775	226,800	235,000	544,609	14,000	516,886	150,000	175,000	31,844	3,005,409	14,628,647	100.00%	
FY 24 Expense Budgets:																															
Advance Central PA^	324,386	259,337	336,996		201,085	2,595	2,595		150,570	1,277,562				84,644					4,775	8,000		32,000	5,000	6,000	15,000	111,026	31,844	298,289	1,575,851	10.77%	
RSAB (PA CareerLink® Operations)	224,670	224,670	130,351		248,502					828,194																		-	828,194	5.66%	
Reserve for FY 25 (7/1/24-6/30/25)	200,000	200,000	200,000							600,000																		-	600,000	4.10%	
Training:																															
New ITAs & OJTs	164,869	175,706	92,067							432,641																		-	432,641	2.96%	
ITA/OJT Obligation (From FY 23)	51,297	-	-							51,297																		-	51,297	0.35%	
Incumbent Worker Training										-																	-	-	0.00%		
Other Training										-						60,000	60,000		193,800	210,000	145,200						669,000	669,000	4.57%		
Service Delivery:																															
CSO	583,171	657,829		160,223	1,397,165	23,357	23,357	25,000	528,565	3,398,667	56,258		119,480						50,000					39,662	58,656			324,056	3,722,722	25.45%	
TIU	507,911	501,218	100,000		85,000			15,000	30,000	1,239,128														12,409				12,409	1,251,537	8.56%	
CSIU			1,015,702						256,466	1,272,168																		-	1,272,168	8.70%	
Other Service Delivery					75,857			19,143		95,000									30,000	25,000	25,000	367,409	9,000	317,345	6,000	63,974		843,728	938,728	6.42%	
Regional Technology	3,238	3,238	3,238		3,238					12,950				33,875														33,875	46,825	0.32%	
Regional Outreach										-			57,409		750													58,159	58,159	0.40%	
Regional Evaluation										-					50,000													50,000	50,000	0.34%	
Regional Training										-																		-	-	0.00%	
Regional Vehicles										-	961																	-	961	961	0.01%
WorkKeys Assessments	3,000	3,000	1,000							7,000																		-	7,000	0.05%	
Total Budgeted	2,062,541	2,024,997	2,039,576		2,010,846	25,952	25,952	59,143	965,601	9,214,607	57,219	-	-	210,763	84,644	50,750	60,000	60,000	84,775	226,800	235,000	544,609	14,000	375,416	79,656	175,000	31,844	2,290,476	11,505,083		
Unallocated	640,672	136,142	768,720		0.00	-	-	573,950	289,146	2,408,630		165,871	337,248	-	-	-	-	-	-	-	-	-	-	141,470.70	70,344	-	0	714,934	3,123,564	21.35%	
TOTAL	2,703,213	2,161,139	2,808,296		2,010,846	25,952	25,952	633,093	1,254,746	11,623,238	57,219	165,871	337,248	210,763	84,644	50,750	60,000	60,000	84,775	226,800	235,000	544,609	14,000	516,886	150,000	175,000	31,844	3,005,409	14,628,647	100.00%	
% of Total	18.48%	14.77%	19.20%		13.75%	0.18%	0.18%	4.33%	8.58%	79.46%	0.39%	1.13%	2.31%	1.44%	0.58%	0.35%	0.41%	0.41%	0.58%	1.55%	1.61%	3.72%	0.10%	3.53%	1.03%	1.20%	0.22%	20.54%	100.00%		

FY 24 RSAB by County	Adult	DW	OSY	ISY/ TANF	EARN	Advance Central PA Total
Centre (CE)	27,238	27,238	9,079	-	27,238	90,794
Clinton (CL)	20,498	20,498	10,249	-	10,249	61,493
Columbia/Montour (CM)	33,201	33,201	33,201	-	-	99,604
Lycoming (LY)	63,121	63,121	29,705	-	96,540	252,488
Mifflin (MI)	45,512	45,512	26,007	-	52,013	169,043
Northumberland/Snyder/Union (NSU)	35,100	35,100	22,110	-	62,462	154,772
Total	224,670	224,670	130,351	-	248,502	828,194
% of Total	27%	27%	16%	0%	30%	48%

Required Partners	Other Renters	Other FY 24 Total	FY 24 Total Budget	FY 23 Total
94,923	-	94,923	185,716	150,942
101,129	-	101,129	162,622	150,320
162,537	-	162,537	262,141	260,571
226,274	21,503	247,776	500,264	487,238
137,010	6,693	143,703	312,746	290,268
145,285	16,173	161,457	316,229	296,342
867,156	44,368	911,524	1,739,718	1,635,682
50%	3%	52%	100%	

Difference
34,774
12,302
1,570
13,026
22,477
19,886
104,036

State Plan Training Targets	30% of FY 24 Allocation Less Admin	Training Budgeted	% of Training Requirement Achieved
WIOA Adult	370,954	216,166	58%
WIOA DW	395,338	175,706	44%
WIOA Youth	497,160	92,067	19%
Other		669,000	
Total Target	1,263,452	1,152,938	91%

* Carryover amounts are based on estimated balances remaining 7/1/23.

^ Advance Central PA actual Operating Budget is \$1,562,951

Service Contract Details	Program	Amount	Counties	Funded With:
CSO	Job Seeker	\$ 1,166,342	CL, CM, LY, NSU	Adult, DW, Rapid Response
TIU	Job Seeker	\$ 357,554	CE, MI	Adult, DW, Rapid Response
TIU	Business Services	\$ 881,574	All	Adult, DW, Youth, EARN, Rapid Response, TANF Youth
CSIU	Out-of-School Youth	\$ 1,272,168	All	WIOA Youth, TANF Youth
CSO	In-School Youth	\$ 797,444	All	WIOA Youth, TANF Youth, BEP
CSO	EARN	\$ 1,468,879	All	EARN
CSO	The Link	\$ 130,916	All	Rapid Response, Dislocated Worker

Workforce Development Board Consent Agenda

Action Items

June 21, 2023

1. Motion to approve the minutes from the March 15, 2023 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 meeting held May 12, 2023.

2. Motion to revise the Out-of-School Youth contract with Central Susquehanna Intermediate Unit to increase the length of paid internship up to 360 total hours and the pay of paid internship to \$12.00 per hour up to \$15.00 per hour to match the wage paid by the employer to unsubsidized interns performing the same role.
3. Motion to authorize Advance Central PA staff to request \$125,000 Rapid Response funds from the PA Department of Labor and Industry.
4. Motion to approve the proposed changes to the Organizational Chart adding a Fiscal Coordinator, Youth Coordinator, Outreach Coordinator, and Operations Manager.
5. Motion to increase the salary scale by 2% for all positions based on budget and comparison of the Consumer Price Index for All Urban Wage Earners during the past 12 months.
6. Motion to award a 2% cost of living increase to all staff with a tenure greater than 6 months effective July 1, 2023 pending budget approval.
7. Motion to approve a 3% merit pool budget for Fiscal Year 2024 pending budget approval.
8. Motion to approve revisions to the Advance Central PA On-the-Job Training Policy as presented.
9. Motion to approve revisions to the Advance Central PA Individual Training Account Policy as presented.

Workforce Development Board Non-Consent Agenda Action Items June 21, 2023

1. Motion to approve the June 21, 2023 Consent Agenda Action Items.

Motion:

Second:

2. Motion to appoint Michele Foust as Vice Chair of Advance Central PA's Workforce Development Board effective July 1, 2023.

Motion:

Second:

Audit/Finance Committee • Jim Stopper, Chair

The Audit/Finance Committee unanimously approved the following motions with no abstentions during a meeting held May 30, 2023.

3. Motion to approve Fiscal Year 2024 Advance Central PA Operating Budget

Motion:

Second:

4. Motion to approve Fiscal Year 2024 Central Region Budget

Motion:

Second:

5. Motion to allow Advance Central PA staff to move forward with opening a Chase Inc. credit card account for staff purchases.

Motion:

Second:

The Audit/Finance Committee will meet as necessary.

EARN Committee • Kenneth Chappell, Chair

6. Motion to amend the EARN Incentive Services Policy to increase the maximum amount available for driving lessons to \$725.

The EARN Committee will meet as necessary.

Governance Committee • Dean Girton, Chair

The Governance Committee will meet as necessary.

Personnel Committee • Jamie Aurand, Chair

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

7. Motion to amend the Youth Support Services Policy to increase the maximum amount available for driving lessons to \$725.

The Youth Committee will meet as necessary.

Advance Central PA
 FY 23 Contract Expense and Obligation Report
 From 7/1/2022 Through 3/31/23

Contract Period	Contract Title	Available Funds	Total Expended	Obligated Funds ¹	% of Total Oblig. and Exp	Unoblig. Amount
10/21 - 06/23	PY21 2nd Inc. WIOA Adult	915,351	877,916	0	95.91%	37,435
07/22 - 06/24	PY22 1st Inc. WIOA Adult	216,088	0	194,479	90.00%	21,609
10/22 - 06/24	PY22 2nd Inc. WIOA Adult	965,662	0	449,393	46.54%	516,269
10/22 - 06/25	PY22 DW Transfer to Adult	500,000	0	0	0.00%	500,000
	Adult Programs	2,597,101	877,916	643,872	58.60%	1,075,313
07/21 - 06/23	PY21 1st Inc. WIOA DW	104,616	104,616	0	100.00%	0
10/21 - 06/23	PY21 2nd Inc. WIOA DW	1,097,941	771,342	241,471	92.25%	85,128
07/22 - 06/24	PY22 1st Inc. WIOA DW	256,897	0	231,207	90.00%	25,690
10/22 - 06/24	PY22 2nd Inc. WIOA DW	520,598	0	26,429	5.08%	494,169
	Dislocated Worker Programs	1,980,052	875,958	499,107	69.45%	604,987
10/20 - 12/22	PY20 Rapid Response	42,391	42,391	0	100.00%	0
01/22 - 06/24	PY21 Rapid Response	100,000	14,561	40,966	55.53%	44,473
02/23 - 06/23	PY22 Rapid Response - Digital Intake	87,593	0	87,593	100.00%	0
	Rapid Response Programs	142,391	56,952	40,966	68.77%	44,473
04/21 - 06/23	PY21 WIOA Youth	841,960	580,835	159,199	87.89%	101,926
04/22 - 06/24	PY22 WIOA Youth	1,521,961	383,874	398,197	51.39%	739,890
07/21 - 06/22	PY21 TANF Youth	496,282	488,290	6,301	99.66%	1,691
07/22 - 06/23	PY22 TANF Youth	710,500	2,969	317,245	45.07%	390,286
02/22 - 12/23	PY21 Business & Education Partnership	140,713	18,988	76,947	68.18%	44,778
	Youth Programs	3,711,416	1,474,956	957,889	65.55%	1,278,571
07/22 - 06/23	EARN	2,720,009	1,225,715	820,860	75.24%	673,434
	Welfare Programs	2,720,009	1,225,715	820,860	75.24%	673,434
01/19 - 06/23	Next Gen 18 - Adv. Man.	66,311	250	0	0.38%	66,061
01/19 - 06/23	Next Gen 18 - Healthcare	65,291	250	0	0.38%	65,041
02/20 - 06/23	Next Gen 19 - Adv. Man.	232,132	1,739	0	0.75%	230,393
02/20 - 06/23	Next Gen 19 - Healthcare	238,606	1,975	0	0.83%	236,631
NA	IP Sustainability Fund	337,248	0	0	0.00%	337,248
	Industry Partnerships	939,588	4,214	0	0.45%	935,374
03/20 - 06/23	PASmart CNC Apprenticeship	29,967	22,614	6,927	98.58%	426
01/22 - 06/23	PASmart CPI Apprenticeship	649,223	80,898	531,204	94.28%	37,121
01/23 - 06/24	Apprenticeship Building America	183,333	302	45,641	25.06%	137,390
	Reemployment Services	862,523	103,512	538,131	74.39%	220,880
NA	Research Department	91,366	23,817	0	26.07%	67,549
NA	Gold Standard	62,406	863	945	2.90%	60,598
NA	Highmark Initiative	777	0	0	0.00%	777
NA	Engage	10,334	1,195	0	11.56%	9,139
05/22 - 06/22	FIT4Construction	171,990	7,245	156,859	95.41%	7,886
7/22 - 12/23	PREP PFEW	22,349	0	22,334	99.93%	15
08/22 - 06/24	DCED Videos	82,154	9,764	0	11.88%	72,390
10/20 - 09/23	ARC Reboot	725,735	131,440	585,993	98.86%	8,302
08/21 - 12/22	Statewide Funds	33,750	33,750	0	100.00%	0
07/20 - 06/23	Statewide Funds	9,326	0	9,326	100.00%	0
04/20 - 06/23	Statewide Funds	332,777	285,682	47,095	100.00%	0
07/22 - 06/23	Statewide Funds	28,000	26,600	0	95.00%	1,400
07/22 - 06/23	Statewide Funds	35,321	34,704	0	98.25%	617
07/22 - 06/23	Statewide Funds	21,314	924	20,390	100.00%	0
07/22 - 06/23	Statewide Funds	13,625	5,758	7,867	100.00%	0
07/22 - 06/23	Statewide Funds	6,600	0	6,600	100.00%	0
	Other Programs	1,647,824	561,742	857,409	86.12%	228,673
	Grand Total	14,600,904	5,180,965	4,358,234	65.33%	5,061,705

Notes:

1 Obligated funds include the funds unexpended but obligated for the FY 23 subcontractor, training, and Resource Sharing Agreement budgets.

Advance Central PA
Operating Budget to Actual Comparison
From 7/1/2022 Through 3/31/23

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	1,010,385	637,292	373,092.79	63.07%
Staff Travel & Development	30,034	9,834	20,199.89	32.74%
Board Expenses	8,903	4,001	4,901.79	44.94%
General Office Supplies	5,116	3,077	2,038.97	60.15%
Leases - Copiers/Equipment	2,500	1,385	1,115.50	55.38%
Outreach	2,050	431	1,619.14	21.02%
Subscriptions	23,237	15,730	7,507.29	67.69%
Memberships	10,510	9,129	1,380.51	86.86%
Vehicles	6,350	3,033	3,316.94	47.76%
Equipment And Furnishings	8,760	2,812	5,947.88	32.10%
Professional Fees	15,825	12,172	3,652.98	76.92%
Business Services	14,760	80	14,679.95	0.54%
Computer Services	35,164	15,646	19,517.89	44.49%
Facility Costs	<u>76,565</u>	<u>57,035</u>	<u>19,529.78</u>	<u>74.49%</u>
Total Operational Expenses	1,250,159.00	771,657.70	478,501.30	<u>61.72%</u>
Total Expenditures	1,250,159.00	771,657.70	478,501.30	<u>61.72%</u>

Notes:

* Anticipated expenditure rate of 75%.

Advance Central PA
 FY23 Consolidated RSAB Budget to Actual Comparison
 From 7/1/2022 Through 3/31/23

	Total Budget - Original	Current Year Actual	Variance - Original	Budget Expended *	Budget Remaining
REVENUE:					
WIOA Adult	205,171	127,288	77,883	62.04%	37.96%
WIOA Dislocated	205,171	127,287.80	77,883	62.04%	37.96%
WIOA Out of School	117,983	72,233	45,750	61.22%	38.78%
EARN	200,524	128,636	71,888	64.15%	35.85%
Advance Central PA Total: ¹	728,849	455,445	273,404	62.49%	37.51%
WAGNER PEYSER	396,357	232,078	164,279	58.55%	41.45%
WP REGIONAL	14,495	8,734	5,761	60.26%	39.74%
VETS	98,186	57,918	40,268	58.99%	41.01%
RAPID RESPONSE	4,509	3,585	924	79.51%	20.49%
OVR	92,030	53,831	38,199	58.49%	41.51%
STAFF	14,495	8,734	5,761	60.26%	39.74%
DEVELOPMENT					
OVERSIGHT	14,495	8,734	5,761	60.26%	39.74%
TRADE	36,542	21,460	15,082	58.73%	41.27%
State Partner Total:	671,107	395,074	276,033	58.87%	41.13%
Total REVENUE	1,399,956	850,519	549,438	60.75%	39.25%
EXPENSES:					
PERSONNEL					
Total PERSONNEL	681,632	447,417	234,214.83	65.64%	34.36%
FACILITY					
Total FACILITY	635,357	455,593	179,763.58	71.71%	28.29%
OPERATIONAL					
Total OPERATIONAL	318,693	143,844	174,849	45.14%	54.86%
USAGE FEE (Non-Partner Renters)					
Total USAGE FEE	270,542	196,336	74,206	72.57%	27.43%
TOTAL EXPENDITURES	1,365,140	850,519	514,621	62.30%	37.70%

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

Advance Central PA
 Subcontractor Budget and Actual Comparison
 From 7/1/2022 Through 3/31/23

Tuscarora Intermediate Unit 11(TIU)

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended ¹	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
Adult Pool	513,628	333,518	180,110	64.93%	35.07%
Dislocated Worker Pool	488,359	343,159	145,200	70.27%	29.73%
OS Youth Pool ³	100,000	59,419	40,581	59.42%	40.58%
TANF	30,000	17,773	12,227	59.24%	40.76%
Engage	14,600	-	14,600	0.00%	100.00%
Statewide Training	2,800	2,800	-	100.00%	0.00%
ARC Reboot	79,952	22,493	57,459	28.13%	71.87%
EARN Pool ³	100,000	59,418	40,582	59.42%	40.58%
Total OPERATIONAL EXPENSES	1,329,338	838,580	490,758	63.08%	36.92%
DIRECT CUSTOMER SERVICES ⁴					
Adult Pool	2,500	-	2,500	0.00%	100.00%
Dislocated Worker Pool	3,500	-	3,500	0.00%	100.00%
Total DIRECT CUSTOMER SERVICES	6,000	-	6,000	0.00%	100.00%
TOTAL EXPENDITURES	1,335,338	838,580	496,758	62.80%	37.20%

Central Susquehanna Opportunities, Inc. (CSO)

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended ¹	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
Adult Pool	405,982	111,875	294,107	27.56%	72.44%
Statewide Training	18,200	18,200	-	100.00%	0.00%
IS Youth Pool	176,226	94,078	82,148	53.38%	46.62%
TANF Youth	313,256	179,544	133,712	57.32%	42.68%
Dislocated Worker Pool	496,352	276,538	219,814	55.71%	44.29%
Business Edu. Partnership	80,000	10,571	69,429	13.21%	86.79%
Rapid Response ⁵	95,866	55,413	40,453	57.80%	42.20%
Statewide Adult	192,852	154,508	38,344	80.12%	19.88%
Statewide Dislocated Worker	83,195	83,195	-	100.00%	0.00%
Building Green Futures	119,223	617	118,606	0.52%	99.48%
ARC Reboot	111,558	55,868	55,690	50.08%	49.92%
EARN Pool	1,287,401	680,415	606,986	52.85%	47.15%
EARN SNAP	45,081	29,309	15,772	65.01%	34.99%
Total OPERATIONAL EXPENSES	3,425,192	1,750,131	1,675,061	51.10%	48.90%

DIRECT CUSTOMER SERVICES ⁴					
Adult Pool	10,000	9,359	641	93.59%	6.41%
IS Youth Pool	21,200	19,613	1,587	92.51%	7.49%
TANF Youth	155,625	19,285	136,340	12.39%	87.61%
Dislocated Worker Pool	10,000	1,112	8,888	11.12%	88.88%
ARC Reboot	2,000	251	1,749	12.55%	87.45%
EARN Pool	77,036	10,209	66,827	13.25%	86.75%
Total DIRECT CUSTOMER SERVICES	275,861	59,829	216,032	21.69%	78.31%
TOTAL EXPENDITURES	3,701,053	1,809,960	1,891,093	48.90%	51.10%

Central Susquehanna Intermediate Unit

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
TANF Youth	109,237	82,270	26,967	75.31%	24.69%
Statewide Training	4,200	4,200	-	100.00%	0.00%
OS Youth Pool	735,565	463,777	271,788	63.05%	36.95%
Total OPERATIONAL EXPENSES	849,002	550,247	298,755	64.81%	35.19%
DIRECT CUSTOMER SERVICES ⁴					
TANF Youth	58,319	47,641	10,678	81.69%	18.31%
OS Youth Pool	175,678	64,205	111,473	36.55%	63.45%
Total DIRECT CUSTOMER SERVICES	233,997	111,846	122,151	47.80%	52.20%
TOTAL EXPENDITURES	1,082,999	662,093	420,906	61.14%	38.86%

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® 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.

FY23 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS
As of **5/26/2023**

Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance	Number of Participants	Percentage of Total Budget Obligated
INDIVIDUAL TRAINING ACCOUNTS (ITAs)						FY23 ITA	
Adult	\$2,566	\$0	\$1,990	\$1,990	\$576	2	77.55%
Adult POS	\$196,786	\$20,811	\$160,583	\$181,393	\$15,393	61	92.18%
Dislocated Worker	\$93,758	\$7,857	\$30,769	\$38,625	\$55,132	11	41.20%
TOTAL ITA	\$293,110	\$28,667	\$193,341	\$222,008	\$71,101	74	75.74%

ON THE JOB TRAININGS (OJTs)						FY23 OJT	
Adult	\$39,084	\$9,761	\$28,217	\$37,978	\$1,106	5	97.17%
Adult POS	\$61,984	\$12,600	\$30,252	\$42,852	\$19,132	10	69.13%
Dislocated Worker	\$62,505	\$2,640	\$0	\$2,640	\$59,865	1	4.22%
Out of School Youth	\$76,098	\$1,489	\$11,463	\$12,951	\$63,147	3	17.02%
TOTAL OJT	\$239,671	\$26,490	\$69,932	\$96,421	\$143,250	19	40.23%
TOTAL ITA/OJT	\$532,781	\$55,157	\$263,273	\$318,430	\$214,351	93	59.77%

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	\$27,900	20	41%
	2023		\$0	\$0			
Next Gen Healthcare 2019	\$65,751	\$0	\$250	\$250	\$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	\$537,551	\$0	\$28,150	\$28,150	\$509,401	20	5%

FY23 Central Region Budget Updates As of June 21, 2023

The Central Region has increased revenues of \$267,641 from the budget presented at the March 15, 2023 meeting for a revised available revenue total of \$14,914,863. Changes include additional Dislocated Worker and TANF funds and two new grants: Digital Intake and Business & Education Partnership (BEP) 2022.

Advance Central PA's budget increased by \$38,650 to a total of \$1,513,019 due to the additional Dislocated Worker and TANF funds as well as the BEP 2022 grant.

The Service Delivery budgets for Central Susquehanna Inc. (CSO) and Other Service Delivery Partners increased due to the new BEP 2022 grant.

The Regional Technology and Outreach budgets increased due to the Digital Intake and BEP 2022 grants.

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

**Advance Central PA
FY 23 Central Region Budget Updates
As of June 21, 2023**

Following is the net change to the FY23 Revenues that were presented on March 15, 2023. Changes include additional Dislocated Worker and TANF funds and two new grants: Digital Intake and Business & Education Partnership (BEP) 2022.

Total Revenues presented 3/15/23	\$ 14,647,222
Adjustments:	
Dislocated Worker	7,271
Digital Intake	87,593
TANF	22,777
BEP 2022	150,000
Net Increase	267,641
Revised Available Revenues	<u><u>\$ 14,914,863</u></u>

Below is a summary of adjustments to the FY23 expense budgets along with explanations for the changes. The budgets represent all funding sources.

Total Budget presented 3/15/23	\$ 14,647,212
Net Increase in Allocated Funds	261,242
Net Increase in Unallocated Funds	6,398
Revised Total Budget	<u><u>\$ 14,914,852</u></u>

Advance Central PA's available budget increased due to the additional Dislocated Worker and TANF funds as well as the BEP 2022 grant.

Advance Central PA Budget presented 3/15/23	\$ 1,474,369
Adjustments:	
Net Increase	38,650
Revised Advance Central PA Budget	<u><u>\$ 1,513,019</u></u>

The Service Delivery budgets for CSO and Other Service Delivery Partners increased due to the new BEP 2022 grant.

	CSO	TIU	CSIU	Other
Service Delivery Budgets presented 3/15/23	\$ 3,815,794	\$ 1,405,070	\$ 1,082,420	\$ 1,302,329
Net Increase	58,656	-	-	64,889
Revised Service Delivery Budgets	<u><u>\$ 3,874,450</u></u>	<u><u>\$ 1,405,070</u></u>	<u><u>\$ 1,082,420</u></u>	<u><u>\$ 1,367,218</u></u>

The Regional Technology and Outreach budgets increased due to the Digital Intake and BEP 2022 grants.

Regional and Other Budget presented 3/15/23	\$ 217,342
Net Increase	99,047
Revised Regional and Other Budget	<u><u>\$ 316,389</u></u>

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

Unallocated Budget presented 3/15/23	\$ 2,830,644
Adjustments:	
Net Increase	6,398
Revised Unallocated Budget	<u><u>\$ 2,837,042</u></u>

Advance Central PA Applauds 2023 Governor's Achievement Award Winner **JASMINE ACREE**

In the beginning of the 2022, Jasmine was a single mother of two, who had moved to the Central Region to escape domestic violence. Referred to EARN, Jasmine made it a priority to attend workshops, participate in Google classroom sessions, and work on her resume and interview skills. The program changes that occurred in 2020 perfectly aligned with the help Jasmine needed to succeed. Jasmine came to program needing mental health services, assistance with overdue bills, transportation, and services for her children. The Wellness Coach services changed Jasmine's perspective on life. Jasmine received the wellness services to help her gain confidence and enjoy life.

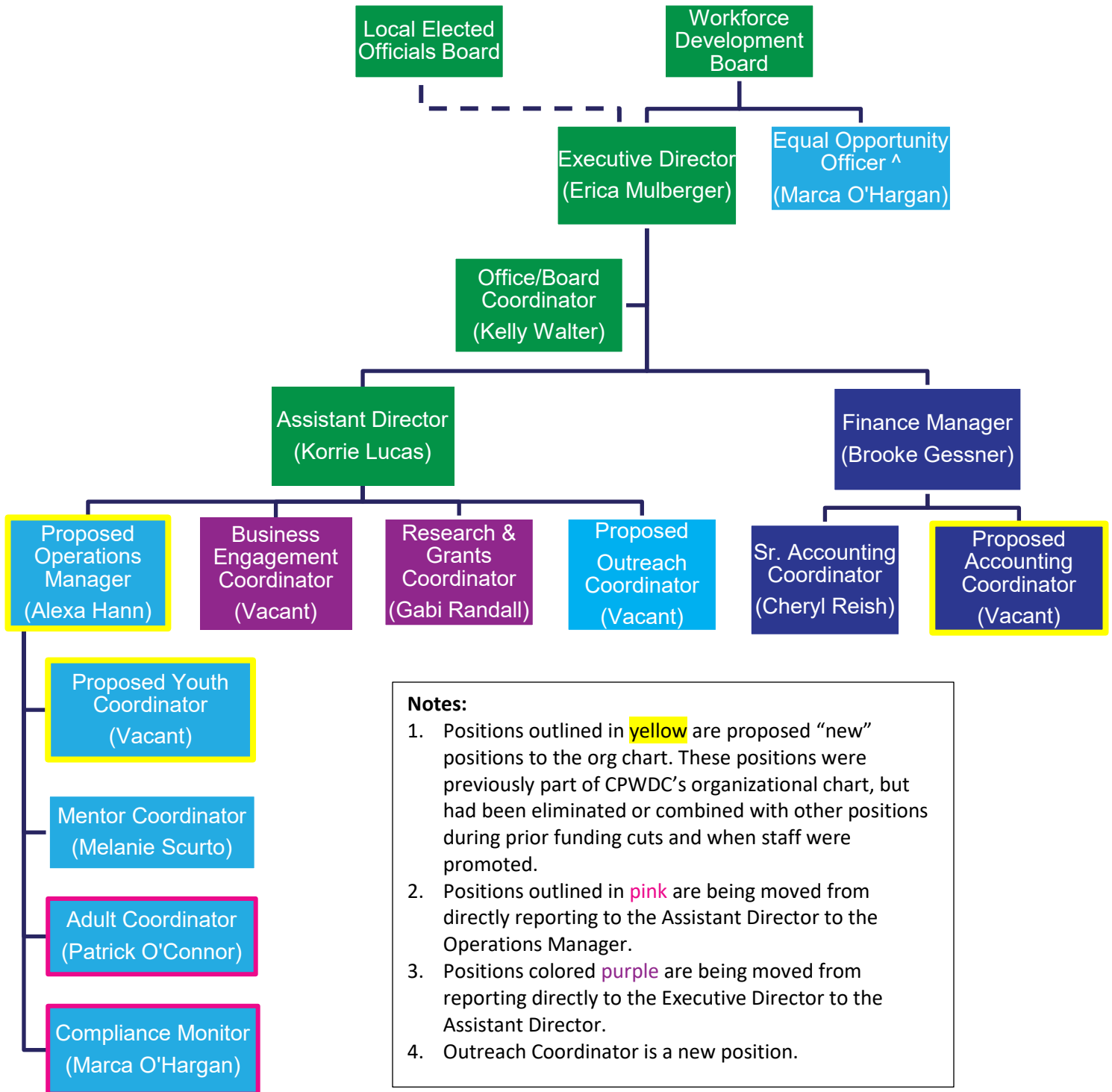


Her EARN team soon realized Jasmine might benefit from the hands-on opportunity of Paid Work Experience (PWE). Together with Jasmine, the team developed a plan and Jasmine was connected with PWE at Central Susquehanna Opportunities, Inc. in the Emergency Rental Agreement Program (ERAP). Jasmine started off learning general office duties, but it was her eagerness to learn new tasks and the positive energy that made her stand out to her worksite supervisor and left everyone she met with a positive impression.

Jasmine also became a vital part of implementing EARN program components aligned with the DHS program redesign and Advance Central PA's promotion of human centric services. Having a passion for the outdoors, nutrition, and mental wellness, Jasmine's EARN team supported her in development of NutriEARN, a participant led nutrition group. NutriEARN, composed of participants from the nine-county Central Region, is a peer group that meets virtually to share recipes, discuss cooking techniques, and provide tips on how to maximize SNAP benefits. Thriving within the engagement opportunities EARN could offer, Jasmine also shared her experience with "Walk Across America". Jasmine and the EARN Wellness Coach held peer discussions regarding the benefits of being active in the outdoors and the positive impact fitness has on mental health.

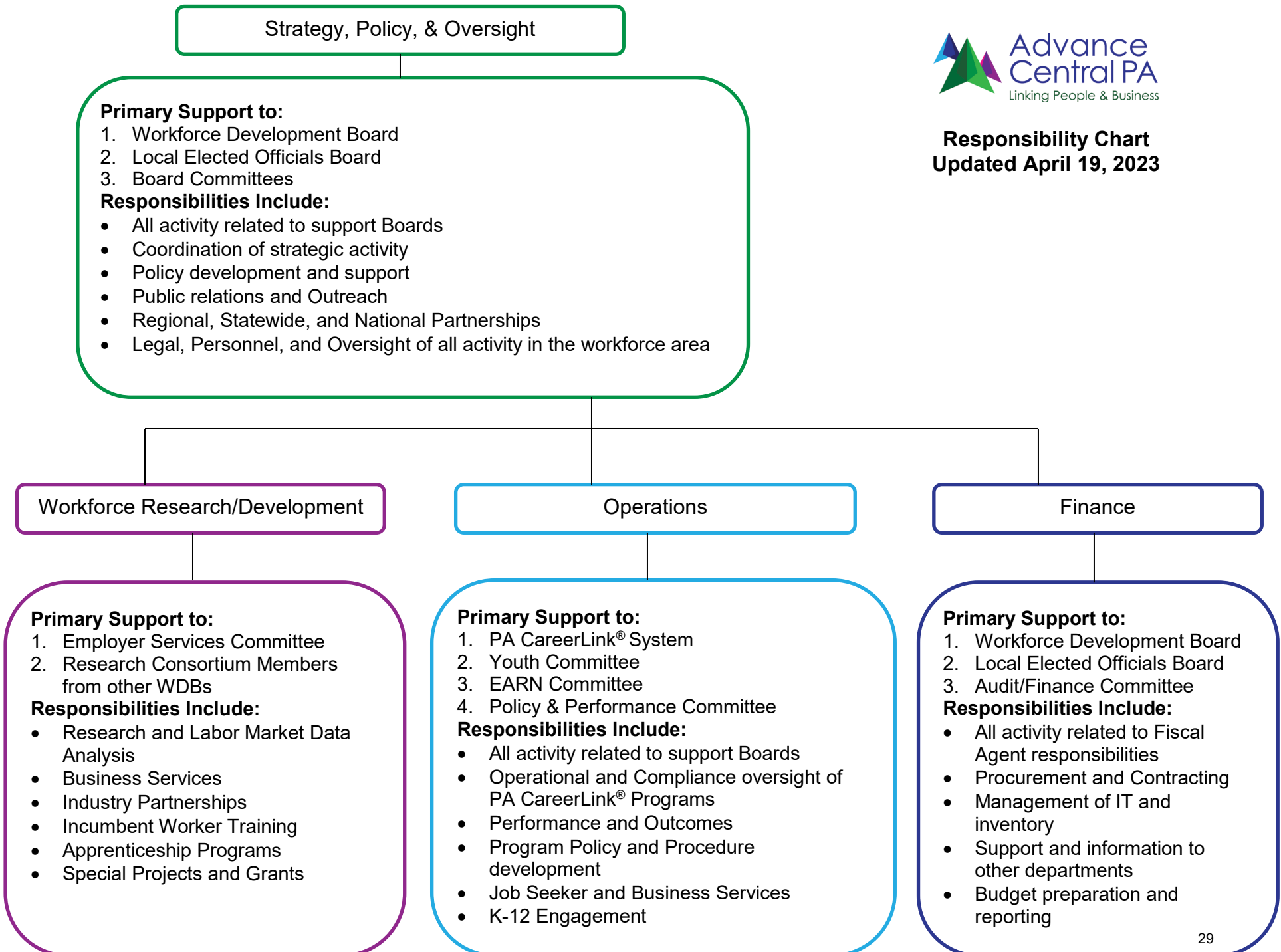
Meanwhile, Jasmine was enjoying her PWE and with first-hand understanding of the importance of community support, Jasmine set her sights on a career in non-profit. She wanted to help individuals experiencing similar challenges as herself. While still in her PWE, her EARN staff talked with her about a full-time unsubsidized position available at her PWE site. Having excelled in her PWE and her interview, Jasmine was offered full-time employment, starting March 2, 2022, making \$12.72 per hour with full benefits. Jasmine's supervisor speaks highly of her stating that she is "a team player with a positive attitude [and] has a smile that lights up the room". Throughout 2022, EARN worked with Jasmine to help her obtain work clothes, request a CAO vehicle allowance, enroll her daughter in after-school care, and move into a larger apartment. Jasmine had the desire to succeed and needed support and guidance to help her progress along her journey.

Draft- Organizational and Responsibility Chart



^ Advance Central PA may designate a staff member as the Equal Opportunity Officer (EOO) who has the capacity and ability to take on the role of EOO in addition to their other responsibilities. The EOO will report directly to Advance Central PA’s Workforce Development Board chairperson for all equal opportunity related activities. The individual will report to their supervisor as indicated on the organization chart in regard to all other job functions.

Responsibility Chart Updated April 19, 2023



Monitoring Update

March 2023 through May 2023

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.

ON-THE-JOB TRAINING (OJT) CONTRACT MONITORING

- Staff completed a desk review of 5 new contracts submitted for approval; each was approved for funding. In addition, staff completed desk reviews for 6 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 monitoring also included two onsite visits to monitor an Adult contract in Lycoming County and an Out-of-School Youth contract in Clinton County. No compliance issues were found. However, there were concerns related to the limited extent to which trainees and trainers could recall training plan details. Technical assistance to improve the implementation of OJT training plans is forthcoming.

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 informed with reliable course information and occupational outcomes. 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 126 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 continue fiscal year 2022 monitoring of subcontractors: Central Susquehanna Intermediate Unit (CSIU), Central Susquehanna Opportunities, Inc. (CSO), and TIU. Reports are forthcoming.

PA CAREERLINK® CERTIFICATION

Each of the six PA CareerLink® locations are due for certification this calendar year, and this process has begun with the issuing of monitoring tools to the Operator. Tools for the three comprehensive sites are due July 10, 2023, and the tools for the affiliate sites (Clinton, Centre, Columbia/Montour) are due July 31, 2023. A tool for The Link will be provided early June, and this also will need to be completed by July 31, 2023. Staff intend to have the certification proposals prepared for Board review in September.

PA CAREERLINK® OPERATIONS MONITORING

Advance Central PA visited two PA CareerLink® offices in program year 2022 to monitor overall site operations. As described below, the final monitoring was successfully closed, completing PA CareerLink® Operations Monitoring for program year 2022.

- Staff visited the PA CareerLink® Clinton County on October 27, 2022 to monitor onsite operations. A formal report was issued on February 7, 2023 with two required actions and two recommendations. The corrective action plan was received March 9, 2023. The plan was accepted, closing the monitoring March 22, 2023.

EARN MONITORING

The formal report for CSO EARN program year 2021 operations monitoring was issued March 23, 2023. The report included six required actions. CSO submitted a corrective action plan on April 19, 2023. Advance Central PA's response is forthcoming.

IN-SCHOOL YOUTH (ISY) SUMMER MONITORING

Staff conducted a monitoring of the 2022 Central Susquehanna Opportunities, Inc. (CSO) ISY summer programming including paid internships and Camp STEAM. In addition to a desk review, a total of 6 paid internship worksites were visited and three virtual Camp STEAM sessions were attended. A formal report was issued to CSO on January 3, 2023. CSO responded to the five required actions in a corrective action plan received on February 2, 2023. Additional information was requested per a letter dated March 6, 2023 for two required actions; one of which is so that staff can offer technical assistance, the other required more detail in order to fully respond to the finding. CSO provided a response March 21, 2023, and the monitoring was successfully closed March 22, 2023.

IN-SCHOOL YOUTH (ISY) MONITORING

The program year 2022 monitoring of the Central Susquehanna Opportunities, Inc. (CSO) ISY program is currently underway. The review of 25 case files has concluded, and staff met with CSO on March 16, 2023 to review preliminary findings. Monitoring was complete in May and a formal report is forthcoming.

OUT-OF-SCHOOL YOUTH (OSY) MONITORING

The program year 2022 monitoring of the Central Susquehanna Intermediate Unit (CSIU) OSY program is currently underway. Twenty-two case files were reviewed. Preliminary findings were reviewed with CSIU on May 8, 2023. A formal monitoring report is forthcoming.

OPERATOR CONSORTIUM MONITORING

The program year 2022 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. A formal response was issued to the Operator May 5, 2023 closing the monitoring.

EQUAL OPPORTUNITY MONITORING

WIOA Title I programs/providers are monitored for equal opportunity compliance in conjunction with yearly operations monitoring. Advance Central PA responses are included with formal program monitoring reports.

- CSO was provided an Equal Opportunity self-monitoring survey with the start of program year 2022 ISY operations monitoring. CSO submitted the completed self-monitoring survey March 3, 2023; Advance Central PA's response will be sent along with the formal response to the ISY monitoring.
- CSIU was provided an Equal Opportunity self-monitoring survey with the opening of program year 2022 OSY operations monitoring. CSIU submitted the completed survey April 5, 2023. Advance Central PA's response will be sent along with the formal response to OSY monitoring.

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

Staff have been in contact with OEO and the PA Department of Labor & Industry to coordinate required American Sign Language interpreter services at each regional PA CareerLink® site. Though required, this service is not currently included with other language services made available by the Commonwealth. Upon

receipt of requested technical assistance, Advance Central PA will request the PA Department of Labor & Industry add this service to their agreement with the service provider, Propio.

PENNSYLVANIA DEPARTMENT OF LABOR & INDUSTRY OFFICE OF VOCATIONAL REHABILITATION (OVR) ACCESSIBILITY EVALUATIONS

OVR has now conducted physical accessibility reviews on five PA CareerLink® sites: Lycoming, November 19, 2022; Northumberland/Snyder/Union, December 1, 2022; Mifflin, December 7, 2022; Columbia/Montour, January 11, 2023; and Centre, May 30, 2023. With the exception of the most recent review for which findings are forthcoming, OVR has issued a report for each location. PA CareerLink® Site Administrators are coordinating the suggested corrections to improve accessibility. OVR is scheduled to assess the final location, Clinton, on June 15, 2023.

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

- BWDA is conducting a program year 2022 Fiscal Integrity, Audit, Local Monitoring, One-Stop Operator, and Performance monitoring. Staff submitted all requested documents on March 16, 2023. Under direction of BWDA, staff will continue to submit documentation of local monitoring activities occurring through June 30, 2023. The deadline for those submissions is July 14, 2023.
- BWDA conducted on-site monitoring on April 4, 2023. An exit interview was held with staff and no fiscal related findings are anticipated.

Adult/Dislocated Worker Outcomes Report

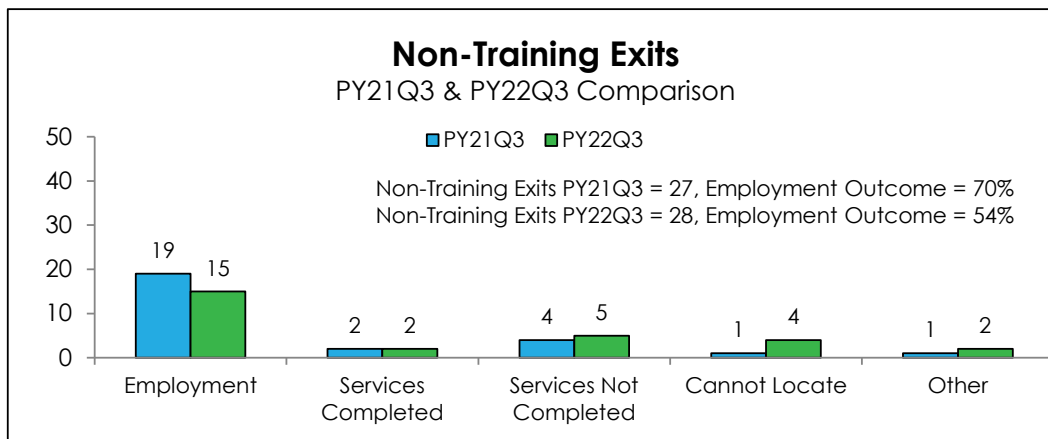
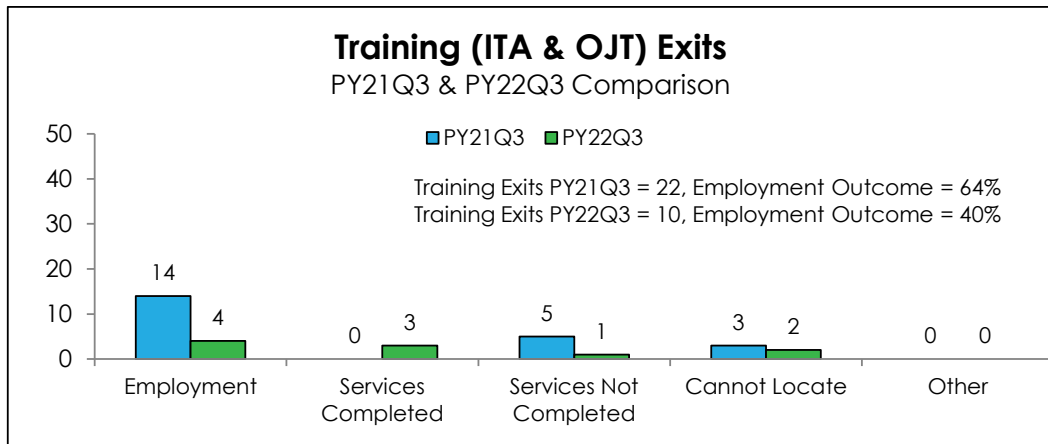
PY21 Q3 and PY22 Q3 Comparison

January 1, 2022 - March 31, 2022 & January 1, 2023 - March 31, 2023

Central Pennsylvania



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



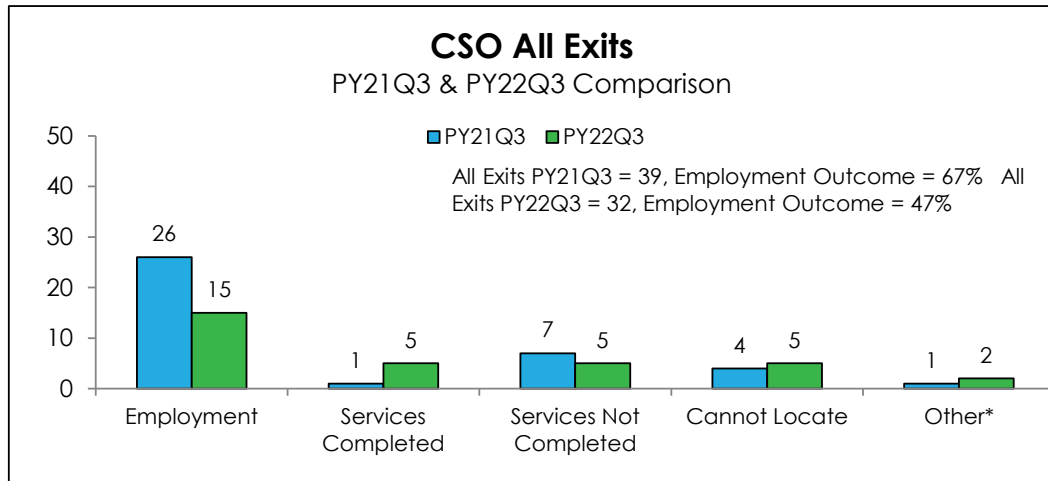
Other* PY21Q3: Retirement (1)
(applies to All Exits) PY22Q3: Institutionalized (1) Retirement (1)

Adult/Dislocated Worker Outcomes Report

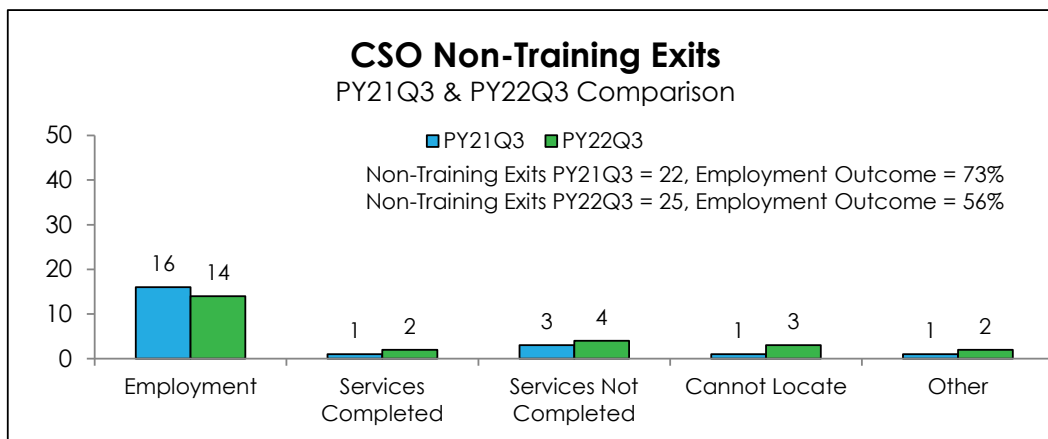
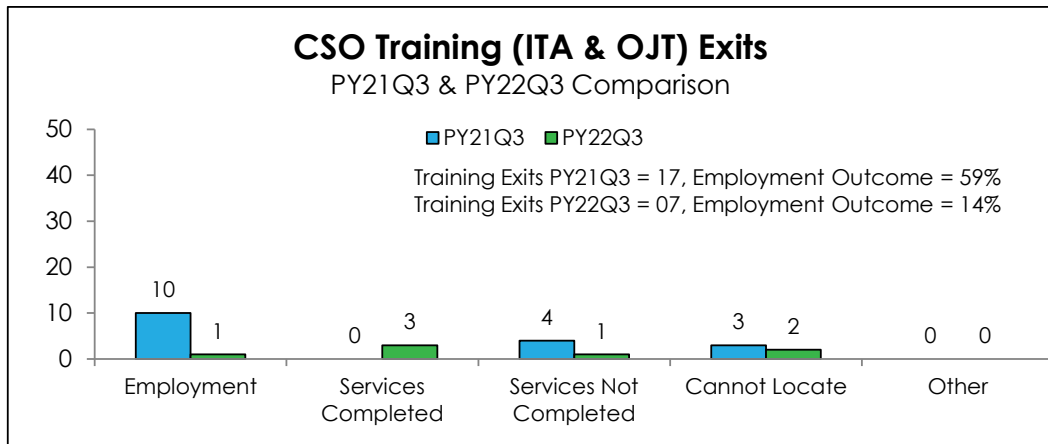
PY21 Q3 and PY22 Q3 Comparison

January 1, 2022 - March 31, 2022 & January 1, 2023 - March 31, 2023

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.



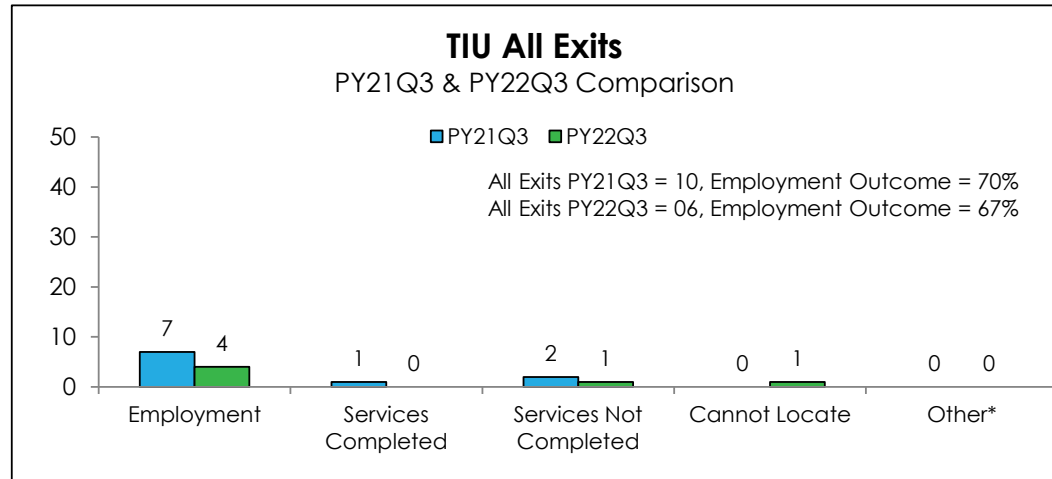
Other* PY21Q3: Retirement (1)
(applies to All Exits) PY22Q3: Institutionalized (1), Retirement (1)

Adult/Dislocated Worker Outcomes Report

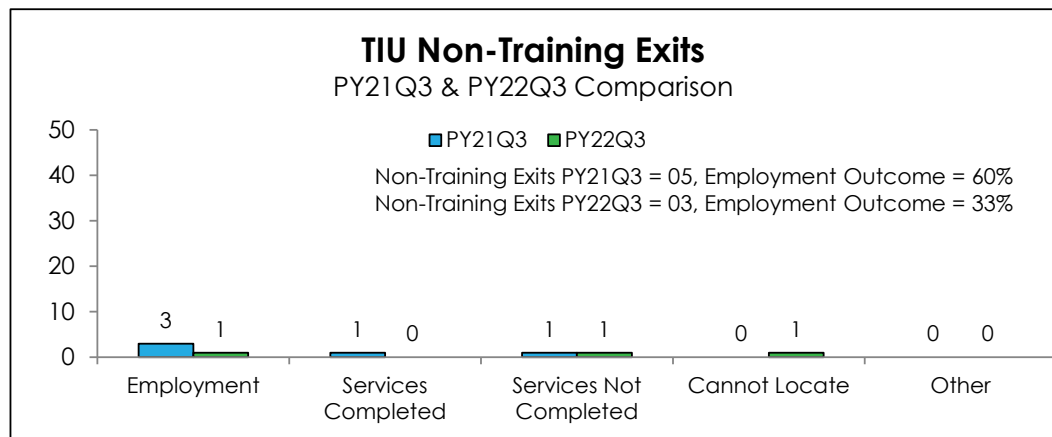
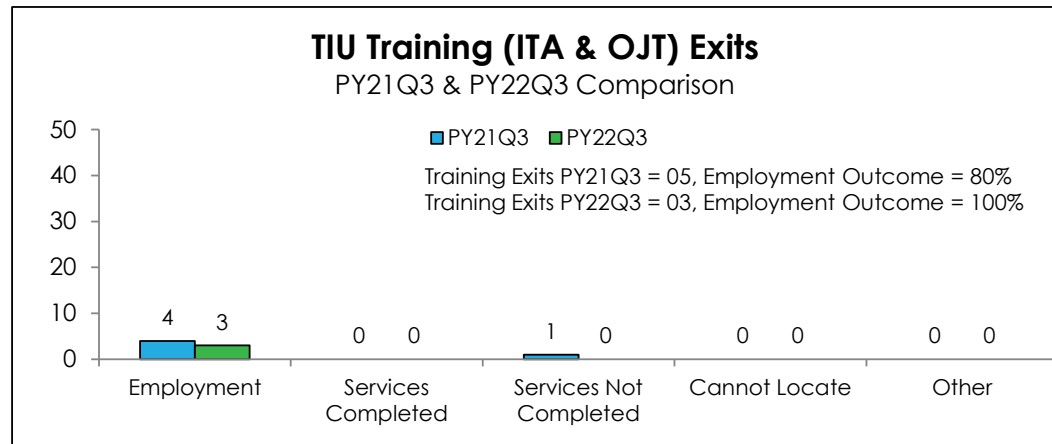
PY21 Q3 and PY22 Q3 Comparison

January 1, 2022 - March 31, 2022 & January 1, 2023 - March 31, 2023

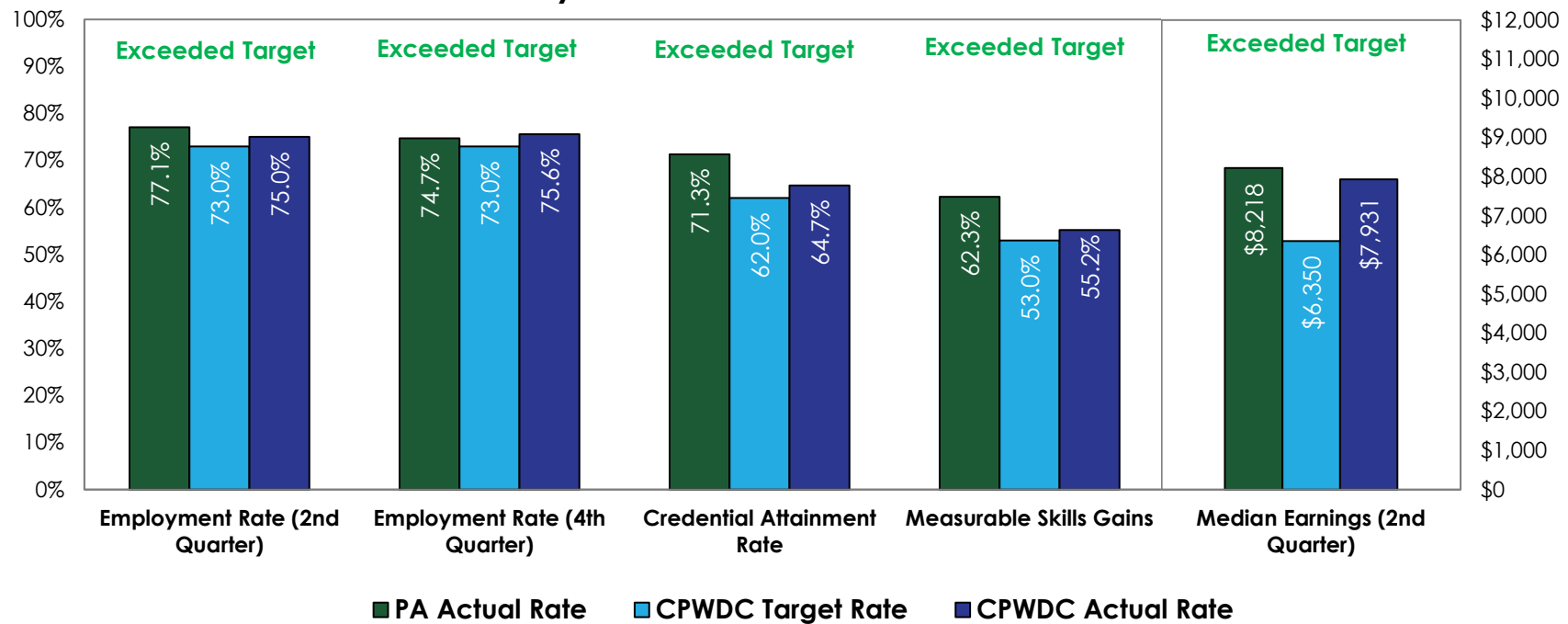
Tuscarora Intermediate Unit 11



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



Advance Central PA Adult Program 3rd Quarter Program Year 2022 Common Measure Summary



Common Measure Definitions

Employment Rate (2nd Quarter) - % of Adults in unsubsidized employment in the 2nd quarter after exit

Employment Rate (4th Quarter) - % of Adults in unsubsidized employment in the 4th quarter after exit

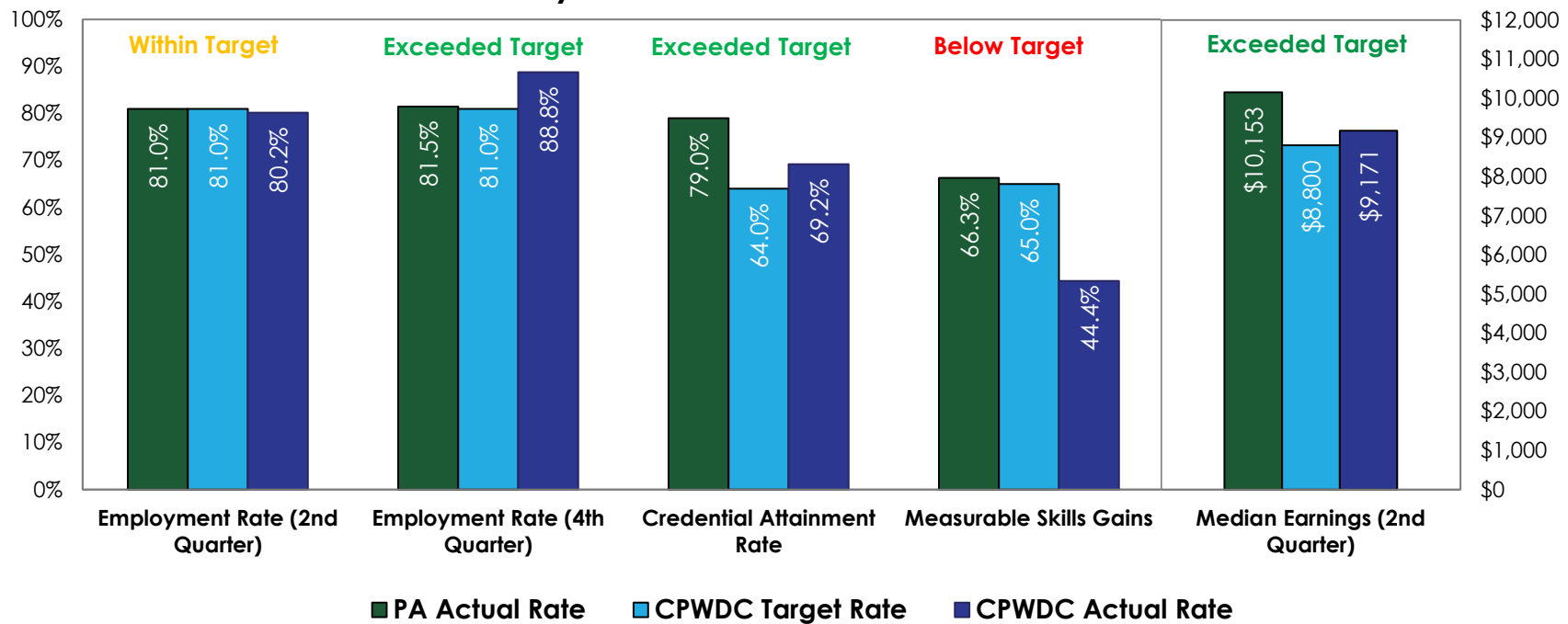
Credential Attainment Rate - % of Adults who during participation or within one year from exit: 1) attain a high school diploma/equivalent along with employment or enrollment in postsecondary training or 2) attained a postsecondary credential

Measurable Skills Gain - % of Adults in an education or training program who achieve milestone skill gains including but not limited to an increase in basic skills or completion of an OJT within the program year

Median Earnings - Median earnings of Adults who have unsubsidized employment during the 2nd quarter after exit

Advance Central PA Dislocated Worker Program 3rd Quarter Program Year 2022 Common Measure Summary

Improvement needed in:
- Employment Rate (2nd Qtr.)
- Measurable Skills Gains



Common Measure Definitions

Employment Rate (2nd Quarter) - % of Dislocated Workers in unsubsidized employment in the 2nd quarter after exit

Employment Rate (4th Quarter) - % of Dislocated Workers in unsubsidized employment in the 4th quarter after exit

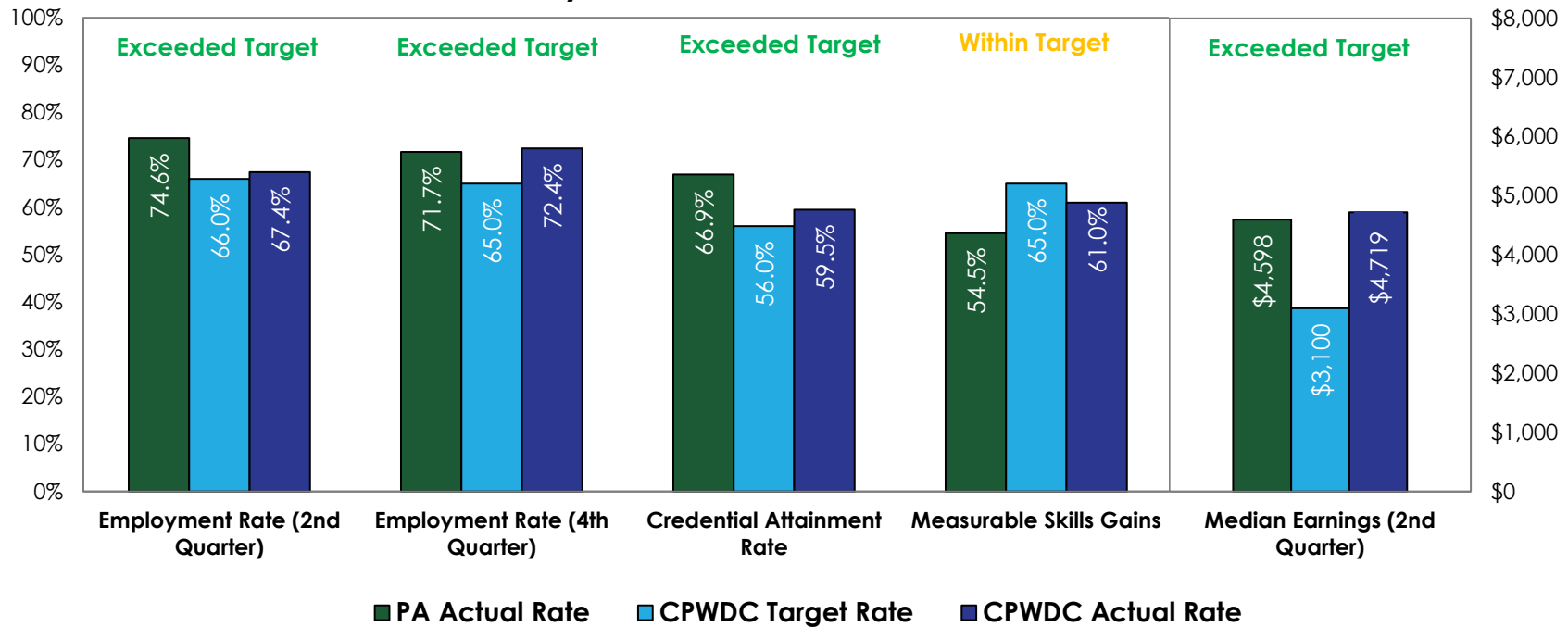
Credential Attainment Rate - % of Dislocated Workers who during participation or within one year from exit: 1) attain a high school diploma/equivalent along with employment or enrollment in postsecondary training or 2) attained a postsecondary credential

Measurable Skills Gain - % of Dislocated Workers in an education or training program who achieve milestone skill gains including but not limited to an increase in basic skills or completion of an OJT within the program year

Median Earnings - Median earnings of Dislocated Workers who have unsubsidized employment during the 2nd quarter after exit

Advance Central PA Youth Programs 3rd Quarter Program Year 2022 Common Measure Summary

Improvement needed in:
- Measurable Skills Gains



Common Measure Definitions

Employment Rate (2nd Quarter) - % of Youth in unsubsidized employment in the 2nd quarter after exit

Employment Rate (4th Quarter) - % of Youth in unsubsidized employment in the 4th quarter after exit

Credential Attainment Rate - % of Youth who during participation or within one year from exit: 1) attain a high school diploma/equivalent along with employment or enrollment in postsecondary training or 2) attained a postsecondary credential

Measurable Skills Gain - % of Youth in an education or training program who achieve milestone skill gains including but not limited to an increase in basic skills or completion of an OJT within the program year

Median Earnings - Median earnings of Youth who have unsubsidized employment during the 2nd quarter after exit

ITA Policy – Revisions as Approved by the Policy & Performance Committee and Executive Committee

Participant Eligibility

- Pages 3-4, #2: Update the self-sufficiency standard information to be more general rather than citing the most current year available so it doesn't need to be updated within the policy as new data is available.
- Page 4, #4, the first bullet under the asterisk: Clarify that SOC codes can change therefore the subcontractor should seek guidance from Advance Central PA if they believe an occupation is included on the HPO list but with a different SOC code than found on O*Net.
- Pages 4-5, #4, the second bullet under the asterisk: Collapse the WorkKeys® Foundational Skills Assessments section into the first bullet with clear language to allow assessments best for the individual, such as TORQ, Title II facilitated assessments, and WorkKeys®.

Clearances and Background Checks

- Pages 5-6: Add a section at the end of Clearances and Background Checks to acknowledge that clearances sometimes take more time to receive than expected. In such a case, the subcontractor is advised to submit the ITA contract with a clear CWDS case note and note on the ITA form that clearances are pending. This will allow Advance Central PA staff time to review everything else and approve contingent on clearances. Also add a requirement that subcontractor staff clearly document the guidance and timelines given to participants as evidence that processes were started in a timely manner.
- Pages 5-6: Add the links for the websites used to perform clearance and background checks.

Training Provider Eligibility

- Page 7: Add clarification within the Training Provider Eligibility section explaining that a training program may be on the ETPL as part of a Registered Apprenticeship Program approved by the Apprenticeship and Training Office.

Funding Parameters

- Page 9, Funding Limits: Define the Program Types in weeks in alignment with the ETPL as shown below. Also, clarify that the ITA does not need to occur in the last 2 years of a long-term training if it is a Registered Apprenticeship program.

Program Length	Definition	Maximum Funding
Short Term	0 - 26 Weeks	\$3,500
1 Year	27- 78 Weeks	\$4,500
2 Year	79-130 Weeks	\$7,000
3 or 4 Year (only the last 2 years are eligible unless the ITA is for RA RTI)	131 Weeks or More	\$7,000

Support Services

- Page 12: Include books that are not otherwise included with the tuition as an available Support Service. Allow books to be purchased in hard copy or digital form and allow book rental as well as purchase. (Also apply edits to Attachment A which is a Support Services form.)

New Section with Clarifications Regarding Registered Apprenticeship

- Add clarification that an Apprentice who is an incumbent worker, and therefore not eligible for OJT funds, may be eligible for an ITA at the start of the RA, even if the RA is considered long-term in length.
- Add clarification that an Apprentice who is a new employee and is eligible for OJT funds, may be eligible for an ITA once the OJT is complete, even if the RA is considered long-term in length.

New Section Outlining Tuition Refund Protocol

- Clearly define the process for tuition refunds within the policy. If there is a refund for tuition paid, including for a circumstance where someone withdrew/did not complete, Advance Central PA shall receive the training provider's refund first. Then if the refund amount is greater than the amount of the ITA, the participant shall receive the remainder.

New Section with Expectations for ITA Tracking Sheet Usage

- Add a section describing the procedure for the ITA Tracking Sheet including a requirement it is accurately updated within 7 days of a change.

New Section Solidifying Information on Funding a Repeat Course

- Solidify within the policy a Committee decision made in May 2017 allowing staff review of requests for funding to repeat a failed course with language as follows: "If a participant requests ITA funding to repeat a failed course and is in overall good standing otherwise with their training, the request will be submitted to Advance Central PA staff for review."

Other

- **Contract Package Formatting**
Staff review of the entire contract package and forms to make formatting and non-substantive edits that will increase ease of use and understanding.

OJT Policy – Revisions as Approved by the Policy & Performance Committee and Executive Committee

Employer Eligibility

- Page 4, #1: Revise the last sentence to allow the Executive Director to apply permanent disqualification from the OJT program for egregious issues.
- Page 5, #14: Remove the requirement for Executive Director approval when a single employer wants to enter into more than one simultaneous OJT contract. Instead allow multiple OJT contracts for a single employer, to promote meaningful financial savings while also making sure funding is available across industries and employers. Define a cap per employer as follows: 25% of the employer's workforce or 25 OJT contracts, whichever is lower with additional OJT contracts not to exceed 25% of the workforce on an exception basis at the discretion of the Executive Director.

Participant Eligibility

- Page 6, #2: Add a sentence to clarify that Dislocated Workers, Out-of-School Youth, and EARN participants (funded by EARN) are eligible for OJT without regard to income. Title I Adult eligibility should continue to be based on family or individual income below the self-sufficiency standard. An EARN participant co-enrolled as Adult to access Adult training funds will require the income review.
- Page 7, #3 under the asterisk: Add a sentence to clarify that program staff such as OSY staff and EARN staff will complete the assessments for their respective participants (no change).
- Page 8, #3, WorkKeys®: Collapse the WorkKeys® Foundational Skills Assessments section into the first bullet with clear language to allow assessments best for the individual, such as TORQ, Title II facilitated assessments, and WorkKeys®.
- Page 8, #6: Update the last sentence to include language that an individual cannot receive funding for ITA and OJT simultaneously.

Job Matching

- Page 9: Add language describing expectations for Job Seeker Services staff to proactively and readily share that participants have everything in place for OJT eligibility at the time of the Match Meeting.

New Section with Clarifications Regarding Registered Apprenticeship

- Add a new section on Registered Apprenticeship (RA) clearly stating that a RA can receive OJT funding and that all other policy considerations apply. This includes that the Apprentice cannot be employed by the business prior to starting in the Apprenticeship. Define successful completion of a RA OJT as an Apprentice who continues in the RA after the OJT training offset ends.

Other

- **Master Contract**
Allow staff to consider implementation of a master contract for employers replacing the need for a new signed contract each time there is an OJT written. The signed master contract would be emailed to the OJT employer for review each time there is a new OJT in process so that they can confirm the signatory is still accurate. Allow staff to further research whether the signature should/can be adjusted so that the contract is agreed to by the person on behalf of the employer and therefore still stand even with a staffing change. In a circumstance such as acquisition or other major change, a new contract would need obtained.
- **Contract Package Formatting**
Staff review of the entire contract package to make formatting and non-substantive edits that will increase ease of use and understanding.

Advance Central PA Applauds 2023 Governor's Achievement Award Winner **NOAH WHITESELL**

“ *The Yes to the Future Program didn't just help me find a job, it helped me find a purpose, a reason to be excited when I wake up in the morning. Most importantly, it helped me rediscover my passion for fitness and helping others.* ”



Noah was going through a rough patch, with little direction about what to do with his future when he learned about the PA CareerLink® Title I/TANF Out-of-School Youth program, **YES to the Future** (YES). Upon enrollment, the YES team sought to know more about him in order to provide relevant services to address needs and build goals. His work history included a job at a local bowling alley as a lane mechanic until he had fallen ill, diagnosed with a medical condition which led to his body being unable to fight off bacterial infections. Noah also shared that he enjoyed fitness and was an avid soccer player with dreams of playing semi-professionally.

His YES Career Counselor guided Noah to continuing the work of understanding his strengths and interests. After completing assessments, including those available through O*NET, attending YES career ready workshops, and working one on one with his career counselor, Noah began to hone in on how he might turn his love of sports into a rewarding career. A spark was lit and Noah dove into learning more about coaching and fitness careers with his YES Career Counselor, who ultimately recommended that Noah complete a job shadow to learn first-hand information about opportunities.

YES connected Noah with Ron White, owner of Tried & True, a CrossFit gym in Lycoming County. Mr. White was impressed with Noah taking note of his passion for health and fitness during the job shadow. In follow-up conversation with YES, Mr. White showed interest in offering a paid internship.

Timid but excited, Noah agreed to an interview. YES helped him obtain interview clothing and work clearances in preparation. Noah was offered the internship and started off in the Title I funded activity by receiving training and support to begin interacting with gym members. He then moved into assisting in the gym's CrossFit Kid's program. He excelled and Mr. White approached Noah about the possibility of unsubsidized employment running the Kid's Program. The position that would require Noah to earn a CrossFit Kid's certification which proved to be a barrier because of the prohibitive cost. In collaboration to leverage funds, the YES program paid half the cost of the certification course with support services funds while Tried & True paid the rest so that Noah could take advantage of the opportunity.

Noah was hired by Tried & True in July as a gym assistant where he also was mentored in understanding aspects of owning and running a fitness business. After earning his CrossFit Kid's certification in September 2022, Noah assumed full responsibility for the program. It wasn't long before the gym owner approached Noah about getting his L1 certification which would allow him to coach adults as well. Tried & True covered the full cost of the certification, a total of \$1,100.

In December, Noah traveled to Baltimore to complete the required course; the OSY program filled up his tank prior to leaving and again upon return to eliminate barriers to success. Noah passed his certification exam and became a CrossFit L1 Trainer. Holistically, the employment has been the perfect fit for Noah, capitalizing on his interests and skills while even helping him regain much of the strength he lost when he became ill. He still has the goal to play semi-professional soccer and because of all the training as a Tried & True employee and coaching through YES, he gained the confidence to try out!

Local Elected Official Board Joint Meeting Action Items June 21, 2023

1. Motion to approve the minutes from the March 15, 2023 joint WDB/LEO Board meeting.

Motion:

Second:

2. Motion to approve Advance Central PA's Fiscal Year 2024 Operating Budget.

Motion:

Second:

3. Motion to approve Advance Central PA's Fiscal Year 2024 Central Region Budget.

Motion:

Second:

Fiscal Year 2023 Competitive Funding Portfolio As of June 12, 2023

GRANTS CARRIED OVER FROM FY22

Program/Project Name & Funding Information	Funding Available	Grant Objectives
PASmart Next Generation Sector Partnerships (2019/2020) PA Dept. of Labor & Industry January 1, 2019 – June 30, 2022 (Extended through June 30, 2023)	\$223,300	<ul style="list-style-type: none"> Supports the Central Region's Next Generation Sector Partnerships including continued growth of the Manufacturing partnership and a re-launch of the Healthcare partnership. Next Generation Sector Partnerships are employer-led with support and follow-up from workforce development, economic development, education, organized labor and community organizations to address sector defined needs to compete and thrive in the Central Region. Funding for both partnerships includes incumbent worker training that requires a 50% match from employer.
PASmart Next Generation Industry Partnerships (2020/2021) PA Dept. of Labor & Industry July 1, 2019 – June 30, 2022 (Extended through June 30, 2023)	\$233,800	<ul style="list-style-type: none"> Supports the Central Region's Next Generation Healthcare Partnership. Requires a 1:1 match; incumbent worker training requires a 35% cash match from employers with additional match met through employer and partner participation in partnership activities.
PASmart Next Generation Industry Partnerships (2020/2021) PA Dept. of Labor & Industry July 1, 2019 – June 30, 2022 (Extended through June 30, 2023)	\$250,000	<ul style="list-style-type: none"> Supports the Central Region's Next Generation MADE in Central PA manufacturing partnership. Requires a 1:1 match; incumbent worker training requires a 35% cash match from employers with additional match met through employer and partner participation in partnership activities.
PASmart Growing Registered Apprenticeships and Pre-Apprenticeships in Pennsylvania Grant PA Dept. of Labor & Industry June 30, 2022 (Extended through June 30, 2023)	\$250,000	<ul style="list-style-type: none"> Support and expand a Registered Apprenticeship for CNC Machining and implement a consortium model pre-apprenticeship program within the career & technical education departments at local school districts in order to: Enroll 59 non-traditional pre-apprentices. Enroll 15 non-traditional Registered Apprentices. Increase the number of businesses in the local Registered Apprenticeship for CNC Machining program.
Appalachian Regional Commission Partnership for Opportunity and Workforce and Economic Revitalization (POWER) Initiative Appalachian Regional Commission October 2020- September 2023	\$1,018,500	CPWDC in partnership with Geisinger and SEDA-COG will provide solutions to address the opioid crisis in Central PA. <ul style="list-style-type: none"> Expand access to treatment services by connecting individuals impacted by opioid using telemedicine. Referral of patients to CPWDC's Reboot program initiated via the National Dislocated Worker Grant to Address the Opioid Crisis. Connect individuals in recovery to businesses who are "Recovery Friendly" as identified by the PA CareerLink® Business Service Team and SEDA-COG. Educate businesses and increase "Recovery Friendly" statuses.

Program/Project Name & Funding Information	Funding Available	Grant Objectives
Engage! PA Dept. of Community and Economic Development July 1, 2022– June 30, 2023	\$16,400 (as part of larger grant submitted by SEDA-COG)	<ul style="list-style-type: none"> Develop strong and regular interaction with specific companies as part of a statewide business retention and expansion program designed to help companies identify their needs and then match them with resources to help address challenges so they are competitive and successful in the local region. This is the 3rd year of the program. Targeted to economic development entities, SEDA-COG submitted a grant proposal on behalf of the Central PREP Region. As a partner in the grant, CPWDC and TIU business services staff will conduct interviews of C-Suite executives from and host 1 Business Forum for a minimum of 10 companies to discuss companies' needs and match them with solutions for economic stability and/or growth.
Business Education Partnership Grant PA Dept. of Labor & Industry February 1, 2022 – December 31, 2023	\$150,000	<ul style="list-style-type: none"> Fund a PA CareerLink® Student Outreach Coordinator dedicated to working with all 31 districts in the Central 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. 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.
PAsmart Apprenticeship Grant PA Dept. of Labor & Industry January 1, 2022 – June 30, 2024	\$650,000	<ul style="list-style-type: none"> 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. Enroll 25 Apprentices, including 7 Veterans or underserved/non-traditional populations. Expand Water Operator and Wastewater Registered Apprenticeship programs to 3 new businesses and Solar PV Installer to 2 new businesses.

NEW GRANTS SECURED

Program/Project Name & Funding Information	Funding Available	Grant Objectives
WIOA Statewide Activity Projects – STEM Aviation Camp PA Dept. of Labor & Industry August 1, 2022 – June 30, 2023	\$9,326	<ul style="list-style-type: none"> Support a partnership with SUN Area Technical Institute and Susquehanna STEM to the Skies for a STEM Aviation Camp serving 24 middle-school students where they will learn about welding, machining, and opportunities in the aviation industry built on skills learned at the CTE level.
WIOA Statewide Activity Projects – PA CareerLink® Operations Supplement PA Dept. of Labor & Industry August 1, 2022 – June 30, 2023	\$332,777	<ul style="list-style-type: none"> Supplement the Title I Adult and Dislocated Worker allocations to level funding. Replace customer workstations in the Career Resource Area and staff workstations all in poor condition at the PA CareerLink® Northumberland/Snyder/Union Counties. Replace a staff desk in poor condition at the PA CareerLink® Lycoming County. Cover the cost of disposal of items being replaced.

Program/Project Name & Funding Information	Funding Available	Grant Objectives
WIOA Statewide Activity Projects – PA CareerLink® Columbia/Montour Counties PA Dept. of Labor & Industry August 1, 2022 – June 30, 2023	\$35,320.67	<ul style="list-style-type: none"> Supplement the Operating Budget to purchase needed furnishings for the new site in Bloomsburg, including: a reception desk, new customer workstations and chairs for the Career Resource Area, including a new ADA desk, conference table and chairs, and tables and chairs for a flexible are designed to serve business and job seeker customers.
WIOA Statewide Activity Projects – Workforce and Career Development Certification Training® PA Dept. of Labor & Industry August 1, 2022 – June 30, 2023	\$28,000	<ul style="list-style-type: none"> Workforce and Career Development Certification Training® covering 20 competencies related to providing relevant career and training services, including to individuals with barriers for 19 PA CareerLink® staff and 1 staff person from Advance Central PA.
WIOA Statewide Activity Projects – Academy Certified Resume Writer Training PA Dept. of Labor & Industry August 1, 2022 – June 30, 2023	\$13,265	<ul style="list-style-type: none"> Resume Writing Academy training to upskill and certify 7 Title I PA CareerLink® staff via the Academy Certified Resume Writer (ACRW) credential .As a result of the training and successful testing to earn the credential staff will be highly skilled in providing accurate and appropriate guidance to job seekers in creation of a resume reflective of their skills and abilities which will help them in successfully obtaining employment.
WIOA Statewide Activity Projects – PA CareerLink® Safety and Accessibility PA Dept. of Labor & Industry August 1, 2022 – June 30, 2023	\$21,314.45	<ul style="list-style-type: none"> Supports purchases recommended from a third-party vulnerability study completed at the PA CareerLink® locations including: interior office door locks, panic buttons, and security cameras. Covers the cost of translation of vital documents outlined in the region's Limited English Proficiency Plan which was developed with considerable consultation from the PA Office of Equal Opportunity.
WIOA Statewide Activity Projects – PA CareerLink® Safety – Cable Drops PA Dept. of Labor & Industry August 1, 2022 – June 30, 2023	\$6,600	<ul style="list-style-type: none"> Necessary cable drop installation services for interior and exterior security cameras recommended from a third-party vulnerability study completed at the PA CareerLink® locations.
Manufacturing-to-Career Grant Program PA Dept. of Community and Economic Development August 1, 2022 – June 30, 2023	\$77,058	<ul style="list-style-type: none"> Increase awareness of advanced manufacturing careers and CTE programs that prepare students for them, including: Jersey Shore Area School District, Keystone Central School District, SUN Technical Institute, and Williamsport Area High School. Produce 5 professional videos promoting employment with a local manufacturer and the associated CTE program. Develop supporting print materials. Coordinate educator tours of the CTE facilities followed by tours at local manufacturers, showing counselors and educators the available career opportunities.

Program/Project Name & Funding Information	Funding Available	Grant Objectives
Apprenticeship Building America PA Dept. of Labor & Industry Apprenticeship & Training Office January 1 2023 – March 31, 2026	\$183,333	<ul style="list-style-type: none"> • Develop actionable Registered Apprenticeship (RA) and Pre-Apprenticeship (Pre-RA) strategies for incorporation within the Local and Regional Plan. • Engage career & technical education to develop and successfully register 1 new Pre-RA program and 1 new RA program. • Serve 27 Pre-Apprentices and 27 Apprentices, half of whom will be underserved. • Provide comprehensive support services to participants. • Supplement the cost of RA Related Technical Instruction.
PREP Pennsylvania Free Enterprise Week (PFEW) PA Dept. of Community and Economic Development July 1, 2022– June 30, 2023	\$22,334 (as part of larger grant submitted by SEDA-COG)	<ul style="list-style-type: none"> • Sponsor 25 Central PA high school sophomores and juniors to attend a weeklong Pennsylvania Free Enterprise Week camp during summer 2023 held at Lycoming College or Pennsylvania College of Technology. Participants form teams of 16 students and one adult mentor who become the management team of an underperforming manufacturing company in direct competition with other student companies. They are responsible for all aspects of business operations, including management, production, sales and marketing, HR, finance, corporate communications, and more. • Provide support services, including mileage, and additional sponsorship up to the full PFEW cost for 10 Bridges to the Future In-School Youth participants to eliminate financial barriers to participate.
Program Year 2022 Business Education Partnership PA Dept. of Labor & Industry, Bureau of Workforce Development Administration June 1, 2023 - August 31, 2024	\$150,000	<ul style="list-style-type: none"> • Provide outreach services to students across the 31 public school districts in the region to increase career awareness and readiness. • Support the 2024 <i>What's So Cool About Manufacturing?</i> challenge in partnership with Innovative Manufacturers' Center, Central Susquehanna Intermediate Unit, BLAST Intermediate Unit, and the Foundation of the Columbia Montour Chamber. • Facilitate 6 Educator in the Workplace Events and support school participation in Manufacturing Month, October 2023. • Path to Careers enhancements and outreach material development and printing. • Purchase Virtual Reality simulated career awareness hardware. • Support two STEM Aviation Camps in partnership with Susquehanna STEM to the Skies increasing career awareness in aviation-related occupations.

GRANTS SUBMITTED

Funding Source/Grant Name	Funding Requested	Grant Objectives
WIOA Statewide Activity Projects – Regional Analysis PA Dept. of Labor & Industry July 1, 2023 – June 30, 2024	\$50,000	<ul style="list-style-type: none"> Procure an independent firm to perform and comprehensively report on an assessment of regional needs and gaps.
WIOA Statewide Activity Projects – Outreach Coordinator PA Dept. of Labor & Industry July 1, 2023 – June 30, 2024	\$84,644	<ul style="list-style-type: none"> Pilot the hire of an Advance Central PA staff position responsible for outreach strategy with goals that include increasing the public's awareness and use of the PA CareerLink® network.
WIOA Statewide Activity Projects – Enhancements to Better Serve People with Barriers PA Dept. of Labor & Industry July 1, 2023 – June 30, 2024	\$284,993.07	<ul style="list-style-type: none"> Purchase furniture for the PA CareerLink® including to comply with ADA accessibility requirements. Purchase needed technology in the PA CareerLink® sites including to replace an outdated phone system, purchase a Smart Board, and replace computers that no longer support Office updates. Expand provision of Reboot services through June 30, 2024.

GRANTS BEING EXPLORED

Funding Source/Grant Name	Funding to be Requested	Grant Details
N/A		

County Unemployment Rates

March 2023

(Lowest to Highest)

Rank	County	Unemployment Rate
1	Chester County	2.7%
2	Cumberland County	2.8%
2	Perry County	2.8%
4	Montgomery County	2.9%
5	Adams County	3.0%
5	Montour County	3.0%
5	Union County	3.0%
8	Bucks County	3.1%
9	Lancaster County	3.2%
9	Lebanon County	3.2%
9	Susquehanna County	3.2%
12	Bradford County	3.3%
12	Butler County	3.3%
12	Dauphin County	3.3%
12	Delaware County	3.3%
12	Fulton County	3.3%
17	Juniata County	3.4%
18	Allegheny County	3.5%
18	Centre County	3.5%
18	Franklin County	3.5%
18	Sullivan County	3.5%
22	Bedford County	3.6%
22	Washington County	3.6%
22	York County	3.6%
25	Lehigh County	3.7%
25	Northampton County	3.7%
25	Westmoreland County	3.7%
28	Elk County	3.8%
28	Mifflin County	3.8%
28	Snyder County	3.8%
31	Berks County	3.9%
31	Columbia County	3.9%
31	Wyoming County	3.9%
34	Blair County	4.0%

Rank	County	Unemployment Rate
34	Jefferson County	4.0%
34	Lackawanna County	4.0%
34	Schuylkill County	4.0%
38	Cameron County	4.1%
38	Crawford County	4.1%
38	Greene County	4.1%
38	Mercer County	4.1%
42	Armstrong County	4.2%
42	Carbon County	4.2%
42	Somerset County	4.2%
42	Tioga County	4.2%
42	Warren County	4.2%
42	Wayne County	4.2%
48	Lycoming County	4.3%
49	Clearfield County	4.4%
49	Clinton County	4.4%
49	Northumberland County	4.4%
52	Clarion County	4.5%
52	Philadelphia County	4.5%
52	Venango County	4.5%
55	Huntingdon County	4.6%
55	Indiana County	4.6%
55	Lawrence County	4.6%
58	Beaver County	4.7%
59	Erie County	4.8%
59	Luzerne County	4.8%
59	McKean County	4.8%
62	Fayette County	4.9%
63	Cambria County	5.0%
64	Forest County	5.3%
65	Pike County	5.4%
65	Potter County	5.4%
67	Monroe County	5.6%

For Comparison Purposes

Pennsylvania

4.2%

United States

3.5%

Preliminary March 2023 seasonally adjusted data provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry (May 2023). CWIA is not liable for the content as presented nor does CWIA necessarily endorse the statements made herein.

Workforce Development Area Unemployment Rates

March 2023

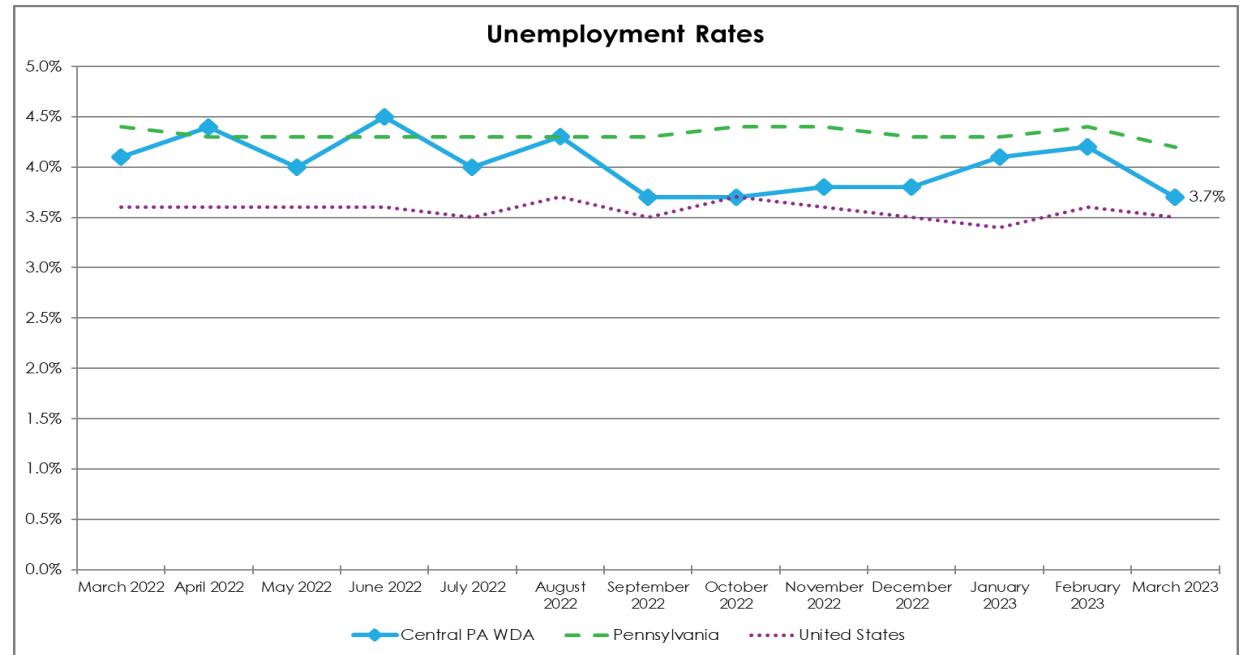
(Lowest to Highest)

Rank	Workforce Development Area	Unemployment Rate
1	Chester County WDA	2.7%
2	Montgomery County WDA	2.9%
3	South Central WDA	3.0%
4	Bucks County WDA	3.1%
5	Lancaster County WDA	3.2%
6	Delaware County WDA	3.3%
7	Three Rivers WDA	3.5%
8	Northern Tier WDA	3.6%
9	Central WDA	3.7%
9	Lehigh Valley WDA	3.7%
9	Westmoreland and Fayette Counties WDA	3.7%
12	Tri-County WDA	3.8%
13	Berks County WDA	3.9%
14	Lackawanna County WDA	4.0%
14	Southern Alleghenies WDA	4.0%
16	Southwest Corner WDA	4.1%
17	North Central WDA	4.2%
18	Northwest WDA	4.3%
18	West Central WDA	4.3%
20	Philadelphia County WDA	4.5%
21	Luzerne-Schuylkill Counties WDA	4.7%
22	Pocono Counties WDA	4.8%
For Comparison Purposes		
	Pennsylvania	4.2%
	United States	3.5%

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Central Pennsylvania Labor Market Status Report -- March 2023

Unemployment Rates			
Geography	March 2023	Monthly Change	Annual Change
Centre	3.5%	↓	↔
Clinton	4.4%	↓	↓
Columbia	3.9%	↓	↓
Lycoming	4.3%	↓	↓
Mifflin	3.8%	↓	↓
Montour	3.0%	↓	↑
Northumberland	4.4%	↓	↓
Snyder	3.8%	↓	↑
Union	3.0%	↓	↓
Central PA WDA	3.7%	↓	↓
Pennsylvania	4.2%	↓	↓
United States	3.5%	↓	↓



	March 2023	February 2023	Monthly Change	March 2022	Annual Change
Central PA WDA					
Labor Force	295,100	295,500	↓ -400	292,700	↑ 2,400
Employed	284,200	283,200	↑ 1,000	280,600	↑ 3,600
Unemployed	10,900	12,300	↓ -1,400	12,100	↓ -1,200
Unemployment Rate	3.7%	4.2%	↓ -0.5%	4.1%	↓ -0.4%
Pennsylvania					
Labor Force	6,505,000	6,500,000	↑ 5,000	6,479,000	↑ 26,000
Employed	6,229,000	6,217,000	↑ 12,000	6,197,000	↑ 32,000
Unemployed	276,000	283,000	↓ -7,000	282,000	↓ -6,000
Unemployment Rate	4.2%	4.4%	↓ -0.2%	4.4%	↓ -0.2%
United States					
Labor Force	166,731,000	166,251,000	↑ 480,000	164,301,000	↑ 2,430,000
Employed	160,892,000	160,315,000	↑ 577,000	158,328,000	↑ 2,564,000
Unemployed	5,839,000	5,936,000	↓ -97,000	5,972,000	↓ -133,000
Unemployment Rate	3.5%	3.6%	↓ -0.1%	3.6%	↓ -0.1%

Preliminary March 2023 seasonally adjusted data (downloaded May 2023)

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Civilian Labor Force

Centre County	79,100
Clinton County	16,800
Columbia County	34,000
Lycoming County	55,300
Mifflin County	20,900
Montour County	9,300
Northumberland County	41,900
Snyder County	19,400
Union County	19,300

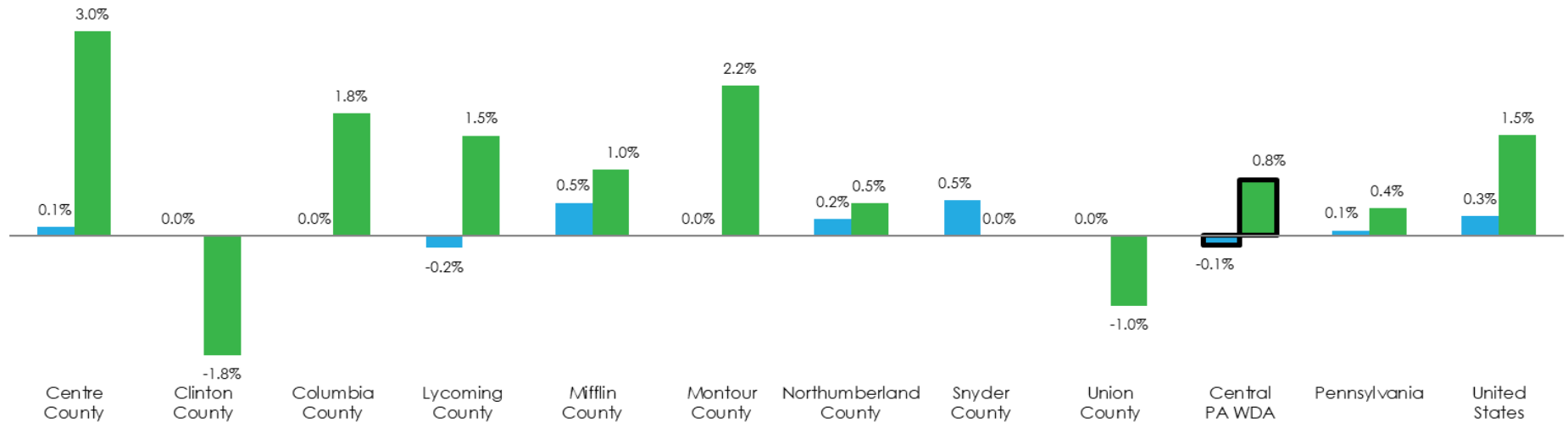
The labor force is comprised of individuals who are working, waiting for a layoff to end, or are actively seeking work. The graph below highlights changes in the civilian labor force as a percentage of the area's total civilian labor force.

March 2023

	Change Since		
	March 2023	February 2023	March 2022
Central PA WDA	295,100	-400	2,400
Pennsylvania	6,505,000	5,000	26,000
United States	166,731,000	480,000	2,430,000

Percent Change in Civilian Labor Force: March 2023

■ Month Change ■ Year Change



Preliminary March 2023 seasonally adjusted data (downloaded May 2023)

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Employed Population

Centre County	76,300
Clinton County	16,000
Columbia County	32,700
Lycoming County	52,900
Mifflin County	20,100
Montour County	9,000
Northumberland County	40,100
Snyder County	18,700
Union County	18,700

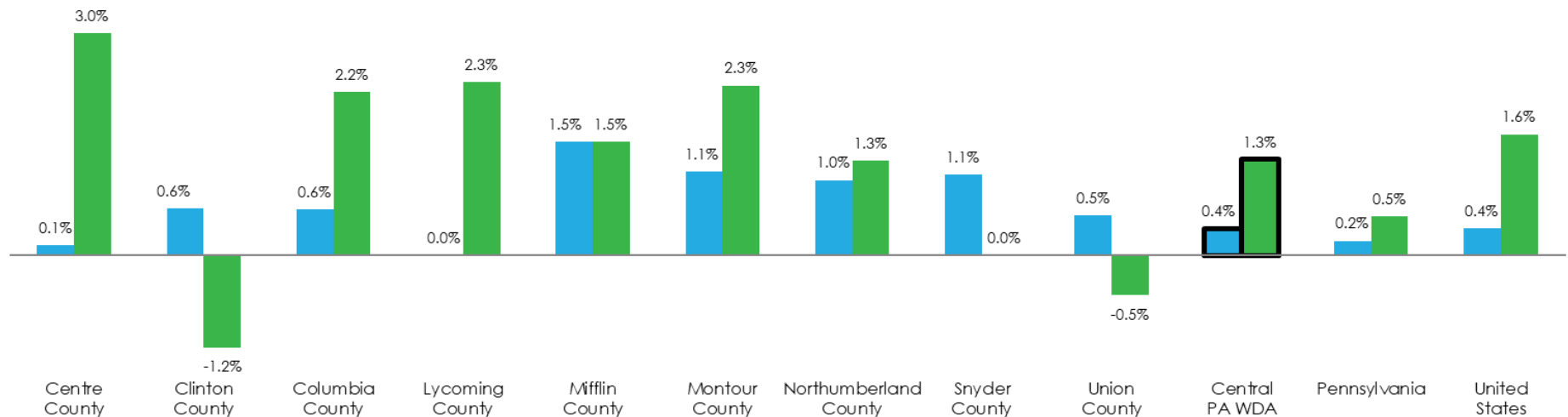
The employed population includes individuals who are working. The graph below highlights changes in employment as a percentage of the area's total employment.

March 2023

	Change Since		
	March 2023	February 2023	March 2022
Central PA WDA	284,200	1,000	3,600
Pennsylvania	6,229,000	12,000	32,000
United States	160,892,000	577,000	2,564,000

Percent Change in Employed Population: March 2023

■ Month Change ■ Year Change



Preliminary March 2023 seasonally adjusted data (downloaded May 2023)

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March 2023

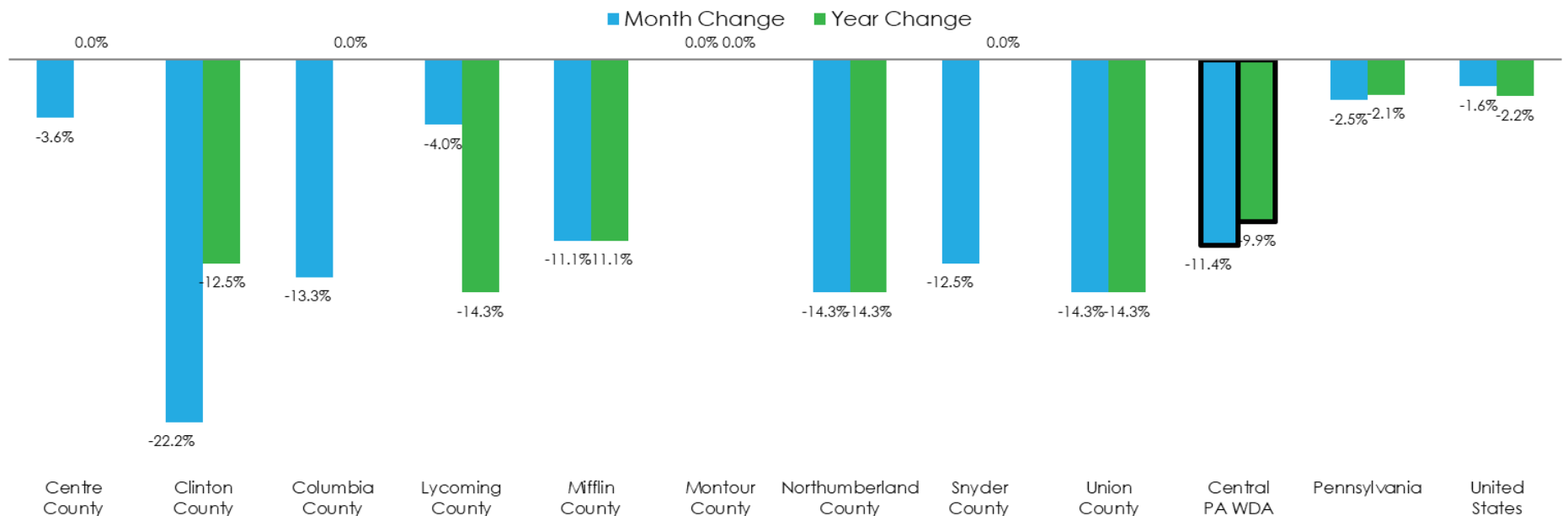
Unemployed Population

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

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.

	Change Since		
	March 2023	February 2023	March 2022
Central PA WDA	10,900	-1,400	-1,200
Pennsylvania	276,000	-7,000	-6,000
United States	5,839,000	-97,000	-133,000

Percent Change in Unemployed Population: March 2023



Preliminary March 2023 seasonally adjusted data (downloaded May 2023)

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Unemployment Rates

	March 2023	February 2023	March 2022
Centre County	3.5%	3.6%	3.5%
Clinton County	4.4%	5.4%	5.0%
Columbia County	3.9%	4.4%	4.0%
Lycoming County	4.3%	4.5%	5.1%
Mifflin County	3.8%	4.4%	4.3%
Montour County	3.0%	3.6%	2.9%
Northumberland County	4.4%	5.0%	5.0%
Snyder County	3.8%	4.4%	3.6%
Union County	3.0%	3.7%	3.4%
Central PA WDA	3.7%	4.2%	4.1%
Pennsylvania	4.2%	4.4%	4.4%
United States	6.0%	3.6%	3.6%



March 2023

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 March 2023 seasonally adjusted data (downloaded May 2023)

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.

Online Job Postings Analysis Central Pennsylvania

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

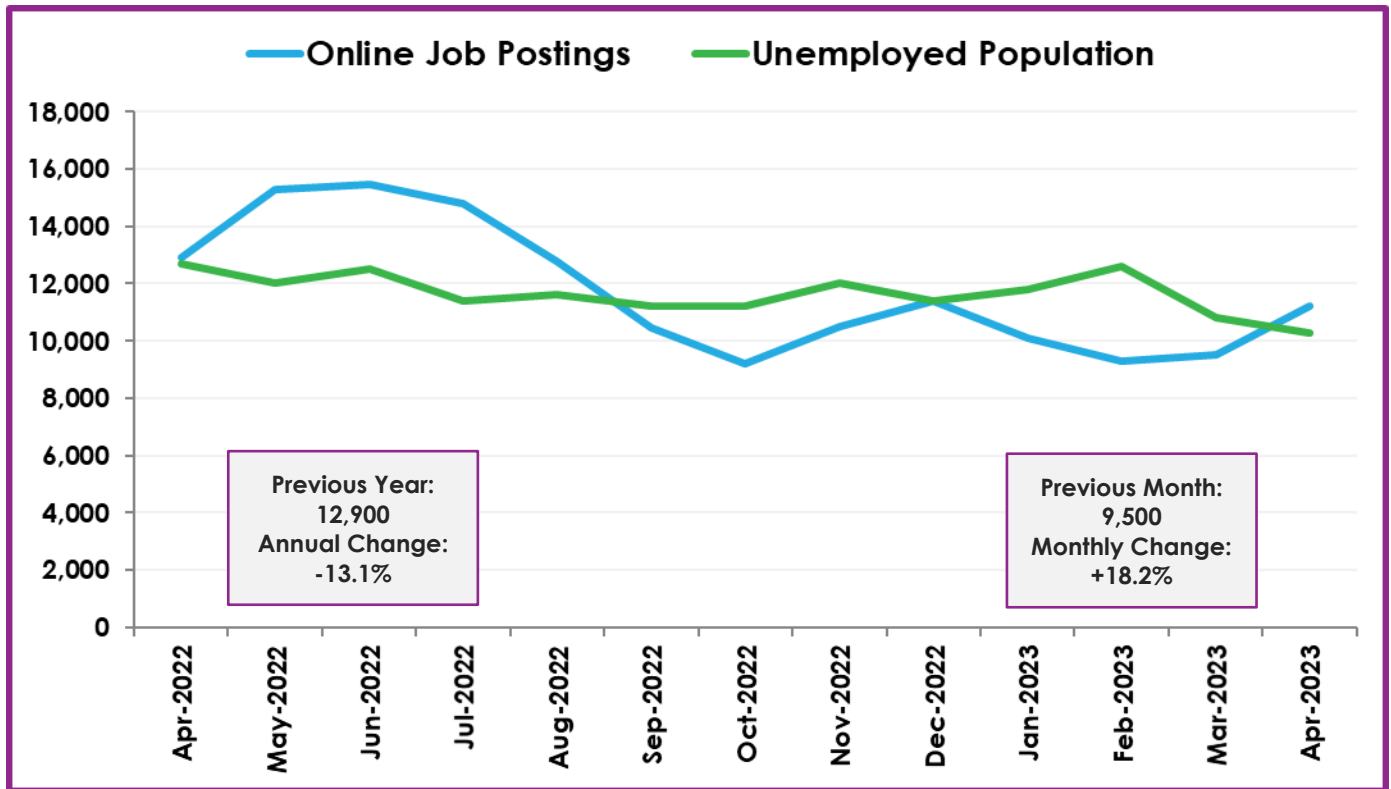
**Online Job
Postings:
11,200**

**Unemployed:
10,300**

**Unemployment
Rate:
3.5%**

**Unemployed
/Job Posting:
0.9**

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 -0.3%,
but 900 more postings would still remain.***

Online Job Postings by Occupational Grouping

Occupational Grouping	April 2023	March 2023	April 2022	Monthly Change	Annual Change	Unemployed
Healthcare Practitioners and Technical	2,781	2,442	3,935	13.9%	-29.3%	203
Management	1,078	893	970	20.7%	11.1%	816
Sales and Related	774	647	759	19.6%	2.0%	654
Office and Administrative Support	699	585	950	19.5%	-26.4%	1,095
Healthcare Support	678	615	1,140	10.2%	-40.5%	358
Computer and Mathematical	619	511	535	21.1%	15.7%	155
Educational Instruction and Library	544	377	394	44.3%	38.1%	114
Transportation and Material Moving	509	484	756	5.2%	-32.7%	1,320
Production	457	382	330	19.6%	38.5%	1,123
Architecture and Engineering	425	360	217	18.1%	95.9%	135
Installation, Maintenance, and Repair	358	293	266	22.2%	34.6%	445
Business and Financial Operations	341	276	329	23.6%	3.6%	270
Food Preparation and Serving Related	336	301	546	11.6%	-38.5%	515
Unclassified	321	257	383	24.9%	-16.2%	0
Life, Physical, and Social Science	248	178	338	39.3%	-26.6%	80
Arts, Design, Entertainment, Sports, and Media	232	191	284	21.5%	-18.3%	132
Community and Social Service	216	189	220	14.3%	-1.8%	114
Building and Grounds Cleaning and Maintenance	182	154	177	18.2%	2.8%	796
Personal Care and Service	141	114	97	23.7%	45.4%	183
Construction and Extraction	132	115	160	14.8%	-17.5%	2,781
Protective Service	130	121	107	7.4%	21.5%	124
Farming, Fishing, and Forestry	16	6	6	166.7%	166.7%	163
Legal	14	8	18	75.0%	-22.2%	27
Military	1	0	2	--	-50.0%	5
Total Online Job Postings	11,232	9,499	12,919	18.2%	-13.1%	11,605

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

Employers

- Aerotek
- BAYADA Home Health Care
- Bloomsburg University of Pennsylvania
- Bucknell University
- Commonwealth of Pennsylvania
- Encompass Health
- Geisinger Health System
- Pennsylvania State University
- University of Pittsburgh Medical Center
- Weis Markets

These employers have the highest number of online job postings.

Occupations

- Clinical Laboratory Technologists and Technicians: \$28.00
- First-Line Supervisors of Retail Sales Workers: \$18.01
- Home Health and Personal Care Aides: \$11.85
- Licensed Practical and Licensed Vocational Nurses: \$22.80
- Nursing Assistants: \$14.46
- Operations Research Analysts: \$40.71
- Postsecondary Teachers: \$37.67
- Registered Nurses: \$36.42
- Retail Salespersons: \$11.81
- Secretaries and Administrative Assistants, Except Legal, Medical, and Executive: \$17.68

These occupations have the highest number of online job postings.

Increasing Postings

- Food Service Managers: \$26.28
- General Internal Medicine Physicians: \$103.02
- Mechanical Engineers: \$36.48
- Occupational Therapy Aides: \$25.37
- Operations Research Analysts: \$40.71
- Police and Sheriff's Patrol Officers: \$32.74
- Production Workers, All Other: \$18.53
- Retail Salespersons: \$11.81
- Secretaries and Administrative Assistants, Except Legal, Medical, and Executive: \$17.68
- Teaching Assistants, Except Postsecondary: \$12.55

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.

Due to lack of data availability for SOC 31-2012, Occupational Therapy Aides, wage information is shown for SOC 31-2011, Occupational Therapy Assistants.

Wage Source: Lightcast, 2023.2; occupational wages do not include benefits and are based on current median estimates.

New Online Job Postings – May 2023

Central Pennsylvania

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

EMPLOYERS

- Aerotek
- BAYADA Home Health Care
- Bloomsburg University of Pennsylvania
- Bucknell University
- Carrols Restaurant Group
- CompHealth
- CVS Health
- Encompass Health
- Geisinger Health System
- Glenn O. Hawbaker
- Lock Haven University
- LocumTenens.com
- Pennsylvania State University
- Personify
- Spherion Staffing
- State College Area School District
- Susquehanna University
- University of Pittsburgh Medical Center
- Walmart
- Weis Markets

OCCUPATIONS

- Clinical Laboratory Technologists and Technicians
- Education Administrators, Postsecondary
- Fast Food and Counter Workers
- First-Line Supervisors of Retail Sales Workers
- Food Service Managers
- General Internal Medicine Physicians
- Heavy and Tractor-Trailer Truck Drivers
- Home Health and Personal Care Aides
- Janitors and Cleaners, Except Maids and Housekeeping Cleaners
- Licensed Practical and Licensed Vocational Nurses
- Managers, All Other
- Medical and Health Services Managers
- Nursing Assistants
- Operations Research Analysts
- Postsecondary Teachers
- Production Workers, All Other
- Registered Nurses
- Retail Salespersons
- Secretaries and Administrative Assistants, Except Legal, Medical, and Executive
- Teaching Assistants, Except Postsecondary

Based on employers and occupations with the highest number of new online job postings in **May 2023**

Source: Lightcast, 2023.2

Updated: June 2023

2023 MEETING SCHEDULE

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

January 13 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
February 10 <i>Second Friday</i>	Executive Committee Cancelled
March 15 <i>Third Wednesday</i>	LEO Board Meeting 9:00 a.m. to 9:30 a.m. WDB/LEO Board Meeting 10:00 a.m. to Noon
April 14 <i>Second Friday</i>	Executive Committee Cancelled
May 12 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
June 21 <i>Third Wednesday</i>	Annual Meeting of the Members (LEO) 9:00 a.m. to 9:30 a.m. WDB/LEO Board Meeting 10:00 a.m. to Noon
August 11 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
September 20 <i>Third Wednesday</i>	LEO Board Meeting 9:00 a.m. to 9:30 a.m. WDB/LEO Board Meeting 10:00 a.m. to Noon
October 13 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
November 9 <i>Second Thursday (substitute for Veterans Day)</i>	Executive Committee 10:00 a.m. to Noon
December 20 <i>Third Wednesday</i>	LEO Board Meeting 9:00 a.m. to 9:30 a.m. WDB/LEO Board Meeting 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
Lock Haven Rehabilitation & Senior Living

Jay Alexander
Wayne Township Landfill

Sue Auman
Union-Snyder Community Action Agency

Jim Beamer
IBEW, Local #812

Kenneth Chappell
Lycoming/Tioga County Assistance Office

Misty Dion
*Roads to Freedom Center for Independent
Living of NCPA*

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

Zollie Rayner
AFSCME Labor Union

Jonathan Ritter
Playworld

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
Patty Cox^
Julie Eister^
Tara Hough^
Bruce Jones
Michael Lisnock^
Crystal Montgomery^
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
Zollie Rayner
Todd Taylor
Suzanne White

Staff Contact: Korrie Lucas

Youth Committee

Suzanne White, Chair
Jay Alexander
Jeff Lowry
Jon Ritter
Jenna Witherite

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

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

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

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

Vacant, Accounting Coordinator: Responsible for providing direct support relating to: contracting; procurement; inventory; database management and oversight of management information systems, and operational functions. Reports to Finance Manager.

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

Alexa Hann, Operations Manager: Responsible for day to day oversight and quality of the EARN, WIOA, and other workforce programs and staff. Reports to the Assistant Director. 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 Operations Manager. 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 Operations Manager. mohargan@AdvanceCentralPA.org

Gabrielle Randall, Research & Grants Coordinator: Responsible for performing industry cluster and labor market research for Advance Central PA and supporting project partners and utilizing this information to help write and coordinate grant implementation. Reports to the Assistant Director. grandall@AdvanceCentralPA.org

Melanie Scurto, 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 Operations Manager. mscurto@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 Assistant Director.

Vacant, Outreach Coordinator: Responsible for outreach strategy and implementation with a goal of increasing the public's awareness of the public workforce network and use of the PA CareerLink®. Reports to the Assistant Director.

Vacant, Youth Programs Coordinator: 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 Operations Manager.

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

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