

Executive Committee Agenda

130 Kelly Sq. Ste.1, Lewisburg, PA
Friday, February 9, 2024
10:00 a.m.

Introduction & Call to Order

M. Foust

Public Comment

Review & Approval of Meeting Minutes

M. Foust

Committee Updates & Action Items

- Audit/Finance Committee
 - Action Needed: Renew line of credit
 - Action Needed: Increase Adult ITA and OJT training funds
- EARN Committee
- Governance Committee
- Personnel Committee
- Policy & Performance Committee
- Youth Committee

Executive Director Updates

E. Mulberger

Open Discussion

M. Foust

Upcoming Meeting Dates

M. Foust

- LEO Meeting – March 20, 2024 @ 9:00 a.m.
- Joint WDB/LEO Meeting – March 20, 2024 @ 10:00 a.m.
- Executive Committee Meeting – April 12, 2024 @ 10:00 a.m.

Executive Committee

Meeting Notes November 9, 2023

The Executive Committee of Advance Central PA held a hybrid meeting on Thursday, November 9, 2023 at the Advance Central PA office, 130 Kelly Square Suite 1, Lewisburg, PA and via Zoom.

The following members attended:

Jamie Aurand
Jim Beamer
Michele Foust
Dean Girton
Suzanne White
Dave Zartman

The following members were excused:

Kenneth Chappell
Ken Holdren
Jim Stopper

The following staff attended:

Erica Mulberger
Kelly Walter

Proceedings

The meeting was called to order at 10:01 a.m. by Dave Zartman, Executive Committee Chair.

Public Comment

There were no public comments.

Review & Approval of Meeting Minutes

- ▲ Dean Girton made a motion to approve the August 11, 2023 Executive Committee meeting minutes. Shelly Foust seconded the motion. The motion was unanimously approved with no abstentions.

Executive Committee Updates & Action Items

Dave Zartman started the meeting with discussion about the 2024 meeting schedule.

- ▲ Jim Beamer made a motion accept the 2024 Workforce Development Board Meeting Schedule. Jamie Aurand seconded the motion. The motion was unanimously approved with no abstentions.

Erica Mulberger, Advance Central PA Executive Director, presented an update of the training gap analysis procurement. The project was formally requested by the Local Elected Officials (LEO) Board and subsequent action by the Workforce Development Board (WDB). Advance Central PA applied for a grant and was awarded \$50,000 for the study. After releasing a request for proposals, an evaluation committee was formed with volunteers from both the LEO Board and WDB who helped to carefully review and rate them.

- ▲ Jim Beamer made a motion to award a \$50,000 contract to TPMA to complete a Training Gap Analysis of the Central PA Region to be completed by June 30, 2024. Shelly Foust seconded the motion. The motion was unanimously approved with no abstentions.

Erica discussed the requirements for PA CareerLink® Certification, a comprehensive process required at least once every three (3) years. Advance Central PA staff partnered with the Operator to monitor the PA CareerLink® sites in the Central Region for compliance with criteria in alignment with WIOA and PA Dept. of Labor & Industry policy. Focus was on critical areas such as service integration, continuous improvement, outreach and branding, and equal opportunity. Staff began the comprehensive evaluations in summer and have finished with recommendations to re-certify all of the current sites. The Committee discussed and took the below actions.

- ▲ Shelly Foust made a motion to certify the PA CareerLink® Lycoming County, PA CareerLink® Mifflin County, and PA CareerLink® Northumberland/Snyder/Union Counties as comprehensive centers for the period January 1, 2024 through December 31, 2026. Suzanne White seconded the motion. The motion was unanimously approved with no abstentions.

- ▲ Dean Girton made a motion to certify the PA CareerLink® Centre County, PA CareerLink® Clinton County, and PA CareerLink® Columbia/Montour Counties as affiliate centers for the period January 1, 2024 through December 31, 2026. Jim Beamer seconded the motion. The motion was unanimously approved with no abstentions.
- ▲ Shelly Foust made a motion to certify The Link mobile workforce center as a specialized center for the period of January 1, 2024 through December 31, 2026. Jamie Aurand seconded the motion. The motion was unanimously approved with no abstentions.

Audit/Finance Committee

Erica Mulberger, Executive Director, provided the update on behalf of Jim Stopper.

Financial Reports Through September 30, 2023

Financial reports through the end of September were included in the packet and provided in advance of the meeting.

The Advance Central PA Operating Budget to Actual Report showed an expenditure rate of 22%, with an anticipated expenditure rate of 25% for the first quarter of the year.

Regarding the Contract Expense and Obligation Report, Erica reported the Business Education Partnership 2022 (BEP) grant is extended through June 30, 2024 and the ARC Reboot grant is extended through September 30, 2024. Erica announced Advance Central PA has received Statewide funds that will support the purchase of a new phone system for the PA CareerLink® Columbia/Montour Counties, new staff and customer desks and workstations at the PA CareerLink® Mifflin County, the training gap analysis discussed previously, and the Advance Central PA Outreach Coordinator position, among other things to improve operations in the PA CareerLink® sites. Funds were also secured to support the Reboot program. As the funds were requested prior to the ARC Reboot grant extension, staff is working on plans to request a modification for the Statewide funds.

The Consolidated RSAB Expense Report showed total expenditures and revenues for the PA CareerLink® sites at 23%.

Subcontractor Budget to Actual Comparison shows the expenses for each of the Advance Central PA's service providers. Central Susquehanna Intermediate Unit (CSIU) has not submitted expenses as they are negotiating their budget line items.

The Consolidated Training Contract Obligations from July 1, 2023 through October 30, 2023 show that 38 participants were approved for Individual Training Accounts (ITA) and 20 participants were approved for On-the-Job Training Accounts (OJT). In comparison, last year at this time, there were 48 ITAs and 12 OJTs.

Advance Central PA Lease

The lease for the Advance Central PA office in Lewisburg ends on November 30, 2023. The current base rent is \$3,690 month plus \$971 in utilities per month. The renewal amount proposed by the landlord was \$3,600 base rent and \$1,000 in utilities, resulting in a savings of \$61/month to Advance Central PA. The terms of the lease would be December 1, 2023 through November 30, 2025. The Audit/Finance Committee reviewed the terms via email and voted then approved moving forward with the lease on September 28, 2023.

- ▲ Dean Girton made a motion to approve a 2-year lease renewal with William J. Metzger for the Advance Central PA office located at 130 Kelly Square, Suite 1, Lewisburg PA effective December 1, 2023 through November 30, 2025 at a base rent of \$3,600 and utilities of \$1,000 per month. Shelly Foust seconded the motion. The motion was unanimously approved with no abstentions.

The Audit Committee will meet as needed.

EARN Committee

Erica Mulberger, Executive Director, provided the update on behalf of Ken Chappell.

Program Update

Advance Central PA recently conducted internal monitoring of the EARN program for PY22 including a review of case files. Staff are working on compiling the formal report. The PA Dept. of Human Services (DHS) Bureau of Employment Programs is planning their formal on-site monitoring for late this year.

PY23 shows a continued trend of strong enrollment numbers with 129 participants starting the EARN program since July 1, 2023. This includes 10 SNAP Only volunteer participants and 2 refugee participants.

Coaching Collaborative

Advance Central PA staff and EARN staff continue to participate in the national “Coaching Collaborative” project with Adjacent Possible, a technical assistance provider for the US Dept. of Health & Human Services Office of Family Assistance. The main goal of this collaborative is to implement evidence driven employment coaching that strengthens the skills of EARN staff and consequently improves the economic mobility of participants.

EARN Staff have begun “Road Testing” their coaching style with other staff members. Each week, staff provide results, impressions, and questions from their “Road Test” to Adjacent Possible, who provide suggestions and feedback. As staff create a coaching environment among themselves, the practice will lead to coaching EARN participants and their families. We are looking to implement the changes in 2024.

The EARN Committee will meet as needed.

Governance Committee

Dean Girtton, Governance Committee Chair, provided the update.

Membership Update

A new hire is the spouse of recently appointed WDB member Jennifer Stehman from UPMC. Due to the Nepotism Policy, Jennifer is required to step down from her role. Erica is working with Jennifer to identify a replacement for Governance Committee review prior to the December WDB/LEO meeting.

Additionally, WDB member Jeff Lowry is no longer working at Geisinger leaving a vacancy that requires immediate resolution. Erica is working with Geisinger to identify a potential replacement for Governance Committee review.

The Governance Committee will meet as needed.

Personnel Committee

Jamie Aurand, Personnel Committee Chair, provided the update.

Staffing Updates

Management has been actively interviewing for Mentor Coordinator and has made an offer of employment to Patrick Ginther; he is slated to begin November 13. He comes with a wealth of transferrable skills and staff look forward to having him on board.

The applications for Youth Coordinator and Business Engagement Coordinator have stalled.

The Personnel Committee will meet as needed.

Policy and Performance Committee

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

Advance Central PA Monitoring Highlights

There are currently several program monitorings underway including for: In-School-Youth summer 2023 service delivery, Adult and Dislocated Worker PY22 programming, EARN PY22 programming, and The Link site operations for PY23.

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

Staff have worked together to provide a comprehensive case file training to all PA CareerLink® program staff as required by BWDA in lieu of their PY22 file monitoring. Attendance records and training materials were submitted

timely to BWDA October 6, 2023. Additionally, BWDA has initiated monitoring of procurement and sub-contracts. The requested documents were submitted timely on November 2, 2023.

Erica shared that Advance Central PA has a new BWDA monitor this year.

The Policy and Performance Committee will meet as needed.

Youth Committee

Suzanne White, Youth Committee Chair, provided the update.

The Youth Committee met August 23, 2023 at the Advance Central PA office in Lewisburg. Alexa Hann, Advance Central PA Operations Manager, provided an overview of In-School Youth and Out-of-School youth programming as well as business-education partnership (BEP) grant initiatives. One activity of the BEP grant includes student and industry networking events. These unique "Dinner & Dessert" events provide an opportunity for a small group of high school students and their guardian to connect with local professionals to hear their inspiring career success stories, understand existing talent needs, and learn about the career pathways. Events currently scheduled include the following: Aviation Experts, Playworld, and Kish Bank. If your business is interested in hosting an event, please reach out to Alexa.

The Youth Committee is scheduled to meet on Wednesday, November 29 at the Advance Central PA office in Lewisburg.

Executive Director Update

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

Center for Workforce Information and Analysis (CWIA) Forum

Advance Central PA hosted a Labor Market Information (LMI) Forum on October 24th & 25th at the Holiday Inn in Williamsport. There were 80 participants in attendance for this informative event brought to us by the data experts at CWIA. Erica noted that any surplus income from registrations will transfer to another LWDB in support of the next CWIA forum.

PWDA Fellowship

Erica provided a report-out of her fellowship focused on policy and advocacy. One area of interest coming to surface is a need to advocate for increased access to career & technical education.

STEM Ecosystem

Central Susquehanna Intermediate Unit (CSIU) secured funding from the Degenstein Foundation to tour schools in Florida that have successfully implemented a K-12 STEM ecosystem. CSIU has invited Advance Central PA to join; Erica will attend with the lens of understanding how the WDB can be involved.

Solar Apprenticeship

With funding from a PAsmart grant, Advance Central PA has been partnering with Central Pennsylvania Institute of Science and Technology (CPI) to register an apprenticeship program for Solar PV Installer. With documentation in order and submitted to the PA Apprenticeship and Training Office, the US Dept. of Labor has released guidance that the Solar occupation is not apprenticeable on its own. Jim Beamer concurred sharing that the occupation is already part of electrical apprenticeships.

LEO Board Member Update

Commissioner Mirabito and Commissioner Holdren did not seek re-election this year, therefore there will be at least two new LEO board members in 2024.

Open Discussion

- A robust conversation around the number of layoffs happening in our region ended with the decision that Erica will seek approval from the PA Dept. of Labor and Industry to share their weekly Rapid Response report with the LEO Board and WDB.

- US Representative Glenn “GT” Thompson has in a presentation spoken about WIOA reauthorization. It’s important we share what is working well and what is not to help advocate for regulations that will lead to the best services for job seekers, youth, and businesses. Talking points are being gathered at the state level, including to address low enrollments, barriers keeping people out of the workforce, and benefits such as to OJT employers and the participants they hire.

Date of Next Meeting

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

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

Executive Committee Meeting – Tentative – January 12, 2024 at 10:00 a.m.

Adjournment

With no further business to discuss, Dave adjourned the meeting at 11:26 a.m.

Respectfully Submitted,



Kelly Walter, Office/Board Coordinator

Executive Committee Updates and Actions to be Taken

February 9, 2024

1. Motion to approve the minutes from the November 9, 2023 Executive Committee meeting.

Audit/Finance Committee • Jim Stopper, Chair

- Action Needed: Renew line of credit
- Action Needed: Increase Adult ITA and OJT training funds

The Audit/Finance Committee will meet as needed.

EARN Committee • Kenneth Chappell, Chair

The EARN Committee will meet as needed.

Governance Committee • Dean Girtton, Chair

The Governance Committee will meet as needed.

Personnel Committee • Jamie Aurand, Chair

The Personnel Committee will meet as needed.

Policy and Performance Committee • Jim Beamer, Chair

The Policy and Performance Committee will meet as needed.

Youth Committee • Suzanne White, Chair

The Youth Committee will meet on March 6th at the Advance Central PA office in Lewisburg.

Advance Central PA
 FY 24 Contract Expense and Obligation Report
 From 7/1/2023 Through 12/31/23

Contract Period	Contract Title	Available Funds	Total Expended	% Expended	Amount Remaining	Obligated Funds ¹	% of Total Oblig. and Exp.	Unoblig. Amount
10/22 - 06/24	PY22 2nd Inc. WIOA Adult	837,346	772,430	92.25%	64,916	0	92.25%	64,916
10/22 - 06/25	PY22 DW Transfer to Adult	500,000	0	0.00%	500,000	450,000	90.00%	50,000
07/23 - 06/24	PY23 1st Inc. WIOA Adult	268,711	0	0.00%	268,711	241,840	90.00%	26,871
10/23 - 06/24	PY23 2nd Inc. WIOA Adult	1,105,194	0	0.00%	1,105,194	199,207	18.02%	905,987
	Adult Programs	2,711,251	772,430	28.49%	1,938,821	891,047	61.35%	1,047,774
07/22 - 06/24	PY22 1st Inc. WIOA DW	149,381	149,381	100.00%	-	0	100.00%	0
10/22 - 06/24	PY22 2nd Inc. WIOA DW	527,869	527,869	100.00%	-	0	100.00%	0
07/23 - 06/24	PY23 1st Inc. WIOA DW	315,767	107,696	34.11%	208,071	176,494	90.00%	31,577
10/23 - 06/24	PY23 2nd Inc. WIOA DW	1,148,449	0	0.00%	1,148,449	567,871	49.45%	580,578
	Dislocated Worker Programs	2,141,466	784,946	36.65%	1,356,520	744,365	71.41%	612,155
01/22 - 06/24	PY21 Rapid Response	53,848	53,236	98.86%	612	612	100.00%	0
02/23 - 10/23	PY22 Rapid Response - Digital Intake	77,295	77,295	100.00%	-	0	100.00%	0
	Rapid Response Programs	131,143	130,531	99.53%	612	612	100.00%	0
04/22 - 06/24	PY22 WIOA Youth	893,597	753,135	84.28%	140,462	15,816	86.05%	124,646
04/23 - 06/25	PY23 WIOA Youth	1,841,332	14,297	0.78%	1,827,035	789,019	43.63%	1,038,016
07/22 - 06/23	PY22 TANF Youth	533,729	398,646	74.69%	135,083	83,949		51,134
07/23 - 06/24	PY23 TANF Youth	712,013	0	0.00%	712,013	403,988	56.74%	308,025
02/22 - 06/24	PY21 Business & Education Partnership	100,859	49,080	48.66%	51,779	23,857	72.32%	27,922
06/23 - 06/24	PY22 Business & Education Partnership	146,838	11,047	7.52%	135,791	124,112	92.05%	11,679
	Youth Programs	4,228,368	1,226,205	29.00%	3,002,163	1,440,741	63.07%	1,561,422
07/22 - 06/23	EARN	2,709,971	936,469	34.56%	1,773,502	1,095,329	74.97%	678,173
	Welfare Programs	2,709,971	936,469	34.56%	1,773,502	1,095,329	74.97%	678,173
01/19 - 06/24	Next Gen 18 - Adv. Man.	47,122	250	0.53%	46,872	0	0.53%	46,872
01/19 - 06/24	Next Gen 18 - Healthcare	65,042	250	0.38%	64,792	0	0.38%	64,792
02/20 - 06/24	Next Gen 19 - Adv. Man.	229,562	352	0.15%	229,210	0	0.15%	229,210
02/20 - 06/24	Next Gen 19 - Healthcare	235,332	412	0.18%	234,920	0	0.18%	234,920
NA	IP Sustainability Fund	346,718	0	0.00%	346,718	0	0.00%	346,718
	Industry Partnerships	923,776	1,264	0.14%	922,512	0	0.14%	922,512
01/22 - 06/24	PASmart CPI Apprenticeship	273,379	34,137	12.49%	239,242	207,686	88.46%	31,556
01/23 - 06/24	Apprenticeship Building America	181,537	9,656	5.32%	171,881	8,975	10.26%	162,906
	Reemployment Services	454,916	43,793	9.63%	411,123	216,661	57.25%	194,462
7/22 - 12/23	PREP PFEW	20,755	20,755	100.00%	-	0	100.00%	0
08/22 - 06/24	DCED Videos	41,774	7,960	19.05%	33,814	9,950	42.87%	23,864
10/20 - 09/24	ARC Reboot	531,280	112,021	21.09%	419,259	301,568	77.85%	117,691
07/23 - 06/24	Statewide	50,750	0			50,750	100.00%	0
07/23 - 06/24	Statewide	84,644	0			0	0.00%	84,644
07/23 - 06/24	Statewide	210,763	45,955			164,808	100.00%	0
07/23 - 06/24	Statewide	74,230	0			0	0.00%	74,230
NA	Research Department	118,523	38,663	32.62%	79,860	0	32.62%	79,860
NA	Gold Standard	61,168	1,397	2.28%	59,771	941	3.82%	58,830
NA	Highmark Initiative	777	0	0.00%	777	0	0.00%	777
NA	Engage	20,591	132	0.64%	20,459	0	0.64%	20,459
NA	Fit4Construction	42,500	409	0	42,091	0	0.96%	42,091
NA	ELIC	1,000	418			0	41.80%	582
	Other Programs	1,258,755	227,710	18.09%	656,031	528,017	60.04%	503,028
	Grand Total	14,559,646	4,123,348	28.32%	10,436,298	4,916,772	62.09%	5,519,526

Notes:

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

Advance Central PA
Operating Budget to Actual Comparison
From 7/1/2023 Through 12/31/23

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	1,010,385	459,283	551,101.67	45.46%
Staff Travel & Development	30,034	6,193	23,840.61	20.62%
Board Expenses	8,903	3,918	4,985.24	44.00%
General Office Supplies	5,116	2,698	2,418.45	52.73%
Leases - Copiers/Equipment	2,500	862	1,637.86	34.49%
Outreach	2,050	1,162	888.00	56.68%
Subscriptions	23,237	14,545	8,691.75	62.60%
Memberships	10,510	10,859	(348.91)	103.32%
Vehicles	6,350	3,420	2,930.50	53.85%
Equipment And Furnishings	8,760	954	7,806.00	10.89%
Professional Fees	15,825	717	15,107.74	4.53%
Business Services	14,760	885	13,874.71	6.00%
Computer Services	35,164	17,460	17,704.04	49.65%
Facility Costs	<u>76,565</u>	<u>39,016</u>	<u>37,548.76</u>	<u>50.96%</u>
Total Operational Expenses	1,250,159.00	561,972.58	688,186.42	<u>44.95%</u>
Total Expenditures	<u>1,250,159.00</u>	<u>561,972.58</u>	<u>688,186.42</u>	<u>44.95%</u>

Notes:

* Anticipated expenditure rate of 50%.

Advance Central PA
FY24 Consolidated RSAB Budget to Actual Comparison
From 7/1/2023 Through 12/31/23

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended *	Percent Total Budget Remaining
REVENUE:					
WIOA Adult	229,344	95,608	133,737	41.69%	58.31%
WIOA Dislocated	229,344	95,608	133,737	41.69%	58.31%
WIOA Out of School	132,881	56,274	76,607	42.35%	57.65%
EARN	256,245	104,468	151,777	40.77%	59.23%
Advance Central PA Total: ¹	847,814	351,957	495,857	41.51%	58.49%
WAGNER PEYSER	433,835	181,965	251,870	41.94%	58.06%
WP REGIONAL	15,314	6,574	8,740	42.93%	57.07%
VETS	98,751	42,111	56,640	42.64%	57.36%
RAPID RESPONSE	10,056	4,381	5,675	43.57%	56.43%
OVR	111,923	47,389	64,534	42.34%	57.66%
OVERSIGHT	15,314	6,574	8,740	42.93%	57.07%
TRADE	15,314	6,574	8,740	42.93%	57.07%
State Partner Total:	700,508	295,568	404,940	42.19%	57.81%
Total REVENUE	1,548,322	647,525	900,797	41.82%	58.18%
EXPENSES:					
PERSONNEL					
Total PERSONNEL	775,201	333,488	441,713.47	43.02%	56.98%
FACILITY					
Total FACILITY	671,613	322,883	348,730.03	48.08%	51.92%
OPERATIONAL					
Total OPERATIONAL	292,906	86,499	206,407	29.53%	70.47%
USAGE FEE (Non-Partner Renters)					
Total USAGE FEE	245,591	95,344	150,247	38.82%	61.18%
TOTAL EXPENDITURES	1,494,129	647,525	846,603	43.34%	56.66%

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

* Anticipated expenditure rate of 50%.

1 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 7/1/2023 Through 12/31/23

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	325,787	234,581	91,206	72.00%	28.00%
Dislocated Worker Pool	325,787	256,758	69,029	78.81%	21.19%
OS Youth Pool ³	100,000	44,998	55,002	45.00%	55.00%
TANF	30,000	13,496	16,504	44.99%	55.01%
ARC Reboot ⁵	92,670	40,417	52,253	43.61%	56.39%
EARN Pool ³	100,000	44,998	55,002	45.00%	55.00%
Total OPERATIONAL EXPENSES	974,244	635,248	338,996	65.20%	34.80%
DIRECT CUSTOMER SERVICES ⁴					
ARC Reboot	3,659	-	3,659	0.00%	100.00%
Total DIRECT CUSTOMER SERVICES	3,659	-	3,659	0.00%	100.00%
TOTAL EXPENDITURES	977,903	635,248	342,655	64.96%	35.04%

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	573,171	235,386	337,785	41.07%	58.93%
IS Youth Pool	151,152	55,384	95,768	36.64%	63.36%
TANF Youth	334,615	165,888	168,727	49.58%	50.42%
Dislocated Worker Pool	578,171	313,504	264,667	54.22%	45.78%
Business Edu. Partnership	50000	41,042	8,958	82.08%	17.92%
Rapid Response ⁵	130,916	52,210	78,706	39.88%	60.12%
ARC Reboot	101,723	53,734	47,989	52.82%	47.18%
EARN Pool	1,364,165	632,318	731,847	46.35%	53.65%
EARN SNAP	41,764	21,905	19,859	52.45%	47.55%
Total OPERATIONAL EXPENSES	3,325,677	1,571,371	1,754,306	47.25%	52.75%
DIRECT CUSTOMER SERVICES ⁴					
Adult Pool	10,000	3,816	6,184	38.16%	61.84%
IS Youth Pool	9,071	1,670	7,401	18.41%	81.59%
TANF Youth	193,950	93,913	100,037	48.42%	51.58%
Dislocated Worker Pool	5,000	432	4,568	8.64%	91.36%
Apprenticeship Building America	1,003	1,003	-	100.00%	0.00%
ARC Reboot	7,102	728	6,374	10.25%	89.75%
EARN Pool	58,000	3,958	54,042	6.82%	93.18%
Total DIRECT CUSTOMER SERVICES	284,127	105,520	178,606	37.14%	62.86%
TOTAL EXPENDITURES	3,609,804	1,676,891	1,932,912	46.45%	53.55%

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	191,857	29,310	162,547	15.28%	84.72%
OS Youth Pool	780,622	421,732	358,890	54.03%	45.97%
Total OPERATIONAL EXPENSES	972,479	451,042	521,437	46.38%	53.62%
DIRECT CUSTOMER SERVICES ⁴					
TANF Youth	59,937	19,815	40,122	33.06%	66.94%
OS Youth Pool	239,751	56,151	183,600	23.42%	76.58%
Total DIRECT CUSTOMER SERVICES	299,688	75,966	223,722	25.35%	74.65%
TOTAL EXPENDITURES	1,272,167	527,008	745,159	41.43%	58.57%

NOTES:

1 Anticipated expenditure rate of 50% for operating expenses.

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

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

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

5 CSO Rapid Response budget includes The Link.

FY24 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS
As of 1/31/2024

Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance	Number of Participants	Percentage of Total Budget Obligated
INDIVIDUAL TRAINING ACCOUNTS (ITAs)						FY24 ITA	
Adult	\$18,380	\$5,276	\$4,009	\$9,285	\$9,095	1	50.52%
Adult POS	\$158,320	\$61,305	\$91,386	\$152,692	\$5,628	53	96.45%
Dislocated Worker	\$105,424	\$8,945	\$8,216	\$17,161	\$88,263	6	16.28%
TOTAL ITA	\$282,123	\$75,526	\$103,611	\$179,138	\$102,985	60	63.50%

ON THE JOB TRAININGS (OJTs)						FY24 OJT	
Adult	\$34,587	\$12,819	\$16,769	\$29,587	\$4,999	4	85.55%
Adult POS	\$54,880	\$23,759	\$26,340	\$50,099	\$4,781	8	91.29%
Dislocated Worker	\$70,282	\$7,772	\$26,654	\$34,426	\$35,856	5	48.98%
Out of School Youth	\$92,067	\$22,224	\$14,813	\$37,037	\$55,030	5	40.23%
TOTAL OJT	\$251,816	\$66,573	\$84,576	\$151,149	\$100,667	22	60.02%
TOTAL ITA/OJT	\$533,939	\$142,100	\$188,187	\$330,287	\$203,652	82	61.86%

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	\$27,900	\$46,840	\$21,160	20	69%
	2023		\$18,940				
	2024		\$0				
Next Gen. Healthcare 2019	2024	\$65,501	\$0	\$0	\$65,501	0	0%
Next Gen Adv. Manuf. 2020	\$210,000	\$0	\$0	\$0	\$210,000	0	0%
Next Gen. Healthcare 2020	\$193,800	\$0	\$0	\$0	\$193,800	0	0%
Total	\$537,301	\$0	\$46,840	\$46,840	\$490,461	20	9%