



**Advance
Central PA**
Linking People & Business

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

June 19, 2024

Union County Government Center
Lewisburg, Pennsylvania

Equal opportunity employer/program. Auxiliary aids and services available upon request to individuals with disabilities. Program funded with federal dollars. For more information, visit:

<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 19, 2024 10:00 a.m.

- | | | |
|---------------|--|------------------------------|
| 10:00 – 10:10 | Call to Order, Welcome, and Introduction of Guests | Shelly Foust &
Rob Postal |
| 10:10 – 10:15 | Public Comment | |
| 10:15 – 10:25 | PA CareerLink® Operator Update | Cheryl Johnson |
| 10:25 – 10:45 | Budget Presentation | Brooke Gessner |
| 10:45 – 11:40 | WDB and LEO Board Action Items | Shelly Foust &
Rob Postal |
| | <ul style="list-style-type: none"> • WDB Non-Consent Agenda & Committee Reports <ul style="list-style-type: none"> – Action Needed: Approval of Consent Agenda ○ Audit/Finance <ul style="list-style-type: none"> – Action Needed: Approval Advance Central PA's FY2025 Operating Budget – Action Needed: Approval of Advance Central PA's FY2025 Central Region Budget ○ EARN ○ Governance ○ Personnel ○ Policy & Performance ○ Youth • LEO Board Action Items <ul style="list-style-type: none"> – Action Needed: Approval of March 20, 2024 Meeting Notes – Action Needed: Approval of Advance Central PA's FY2025 Operating Budget – Action Needed: Approval of Advance Central PA's FY2025 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 | Shelly Foust |
| | <ul style="list-style-type: none"> • Executive Committee – August 9, 2024 10:00 a.m. - 12:00 p.m. | |

- LEO Board Meeting – September 18, 2024 9:00 a.m.
- 9:30 a.m.
- WDB Board Meeting – September 18, 2024 10:00
a.m.

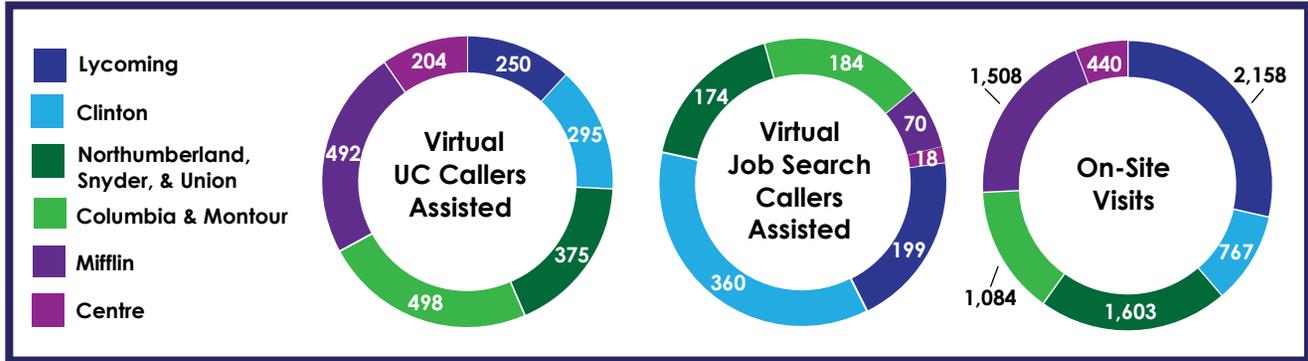
12:00

Adjournment

Shelly Foust &
Rob Postal

PA CareerLink® Jobseeker Services

January-March 2024 Q1



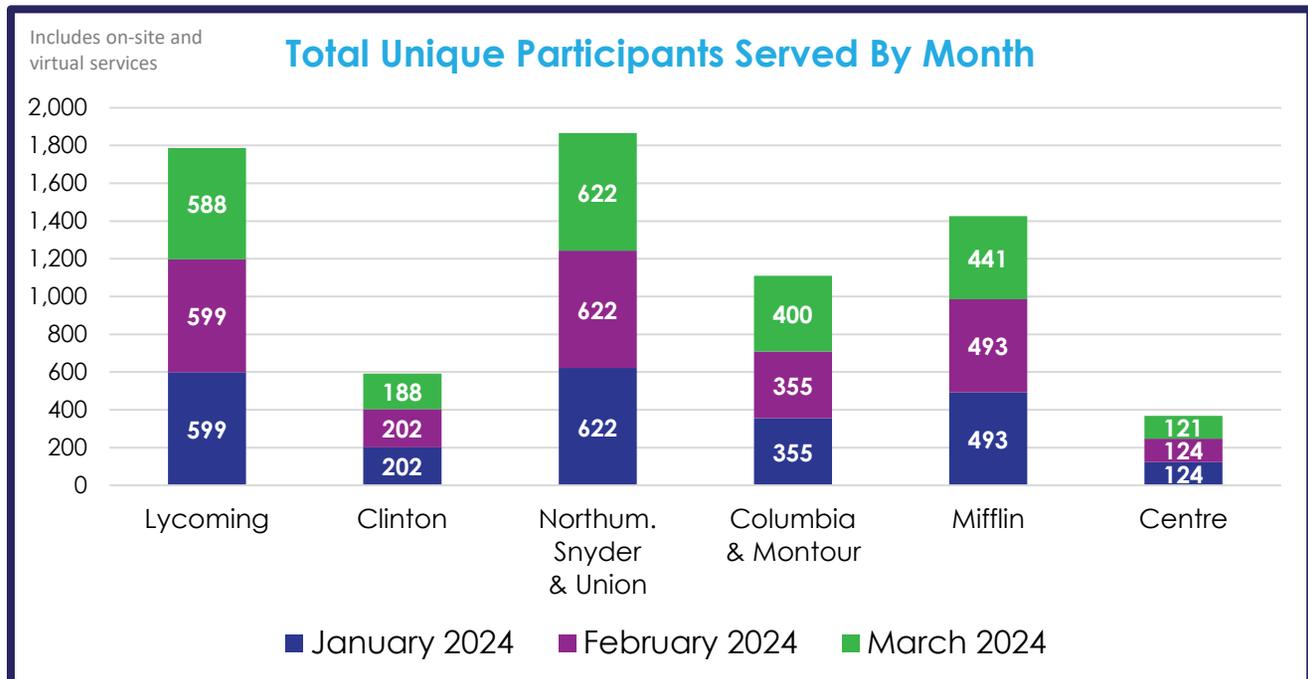
Includes on-site and virtual services

Total Workshops Offered: 198

Total Workshop Attendance: 790

Total Services Provided: 29,363

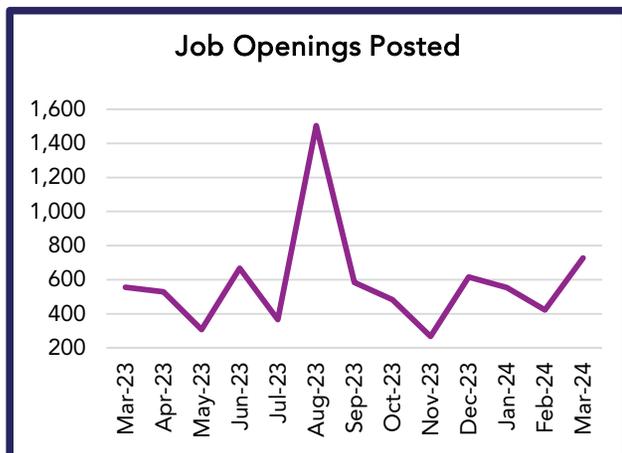
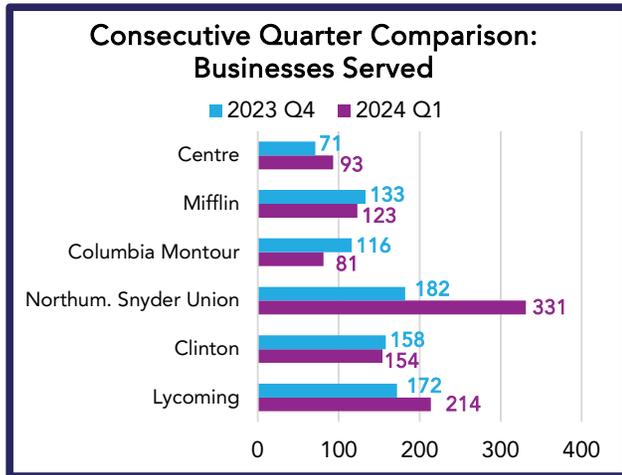
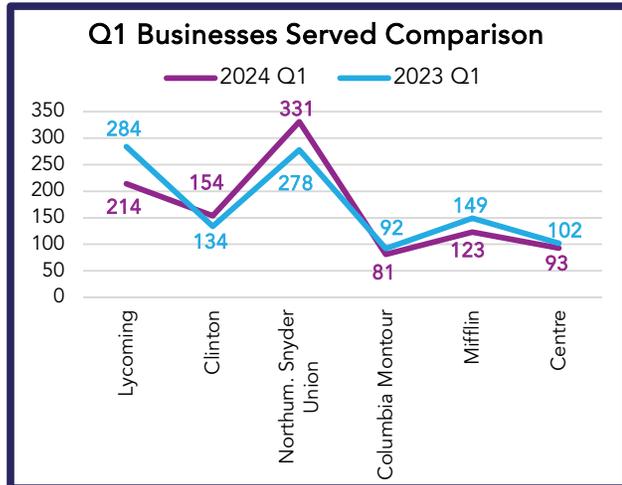
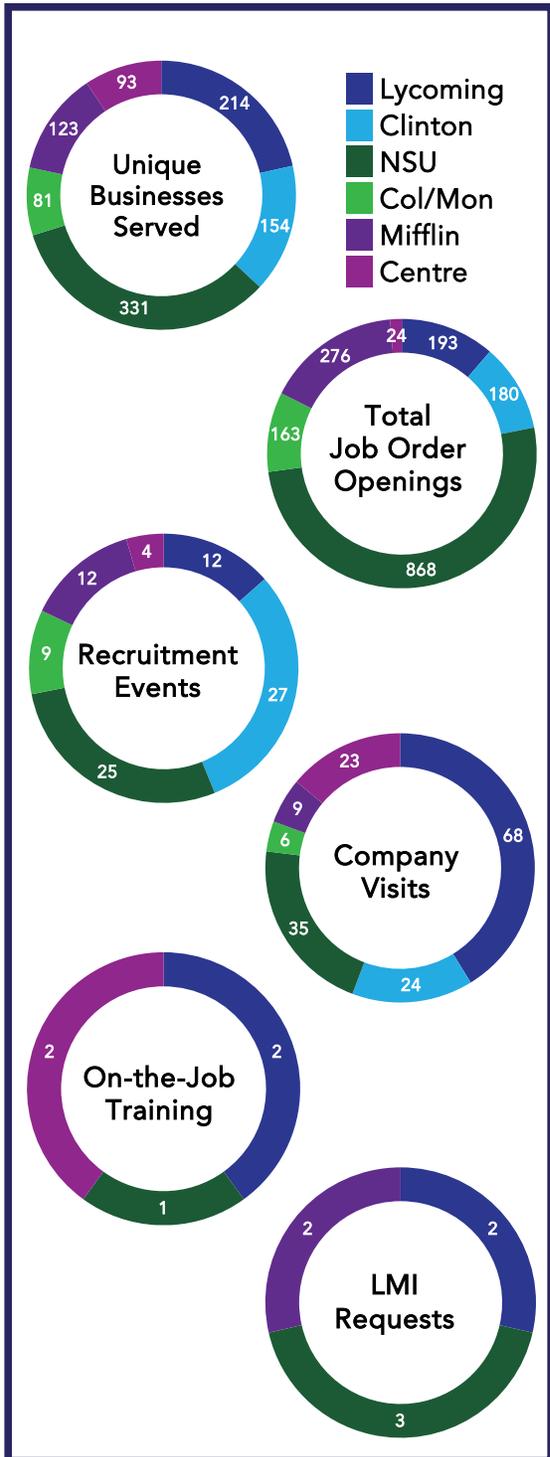
Unique Quarterly Participants: 5,603



PA CareerLink® Business Solutions

January - March 2024 Q1

Employer Services Overview

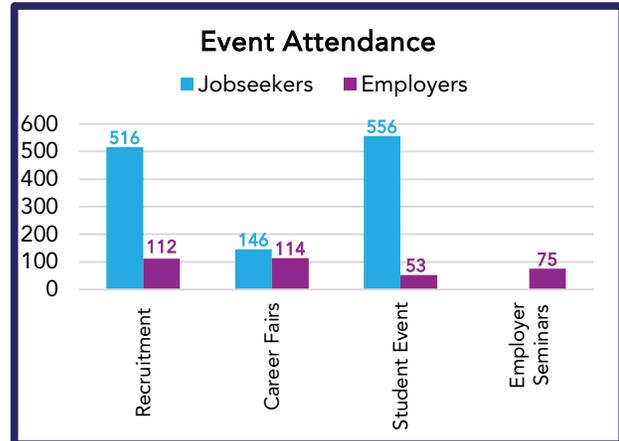


PA CareerLink® Business Solutions

January - March 2024 Q1

Employer Event Highlights

- **Career Fair:**
Healthcare Careers Job Fair at CPI
(27 employers, 44 jobseekers, 225 youth)
- **Employer Seminar:**
Age-Inclusive Workforce: Hiring & Retention
Strategies (22 employers)
- **Employer Seminar:**
Navigating the Future: Harnessing AI for
Business Success (20 employers)
- **Job Fair:** Columbia/Montour Counties
Third Thursday Recruitment Event
(4 employers, 16 jobseekers)
- **Job Fair:**
Mifflin County Winning Wednesday Mini Job
Fair (5 employers, 31 jobseekers)
- **Recruitment Event:**
Clinton County Meet & Greet
(3 employers, 16 jobseekers, 1 youth)
- **Recruitment Event:**
Lycoming County Walk-in Recruitment Event
(2 employers, 26 jobseekers)
- **Recruitment Event:**
NSU New Talent Tuesday
(5 employers, 15 jobseekers)



Rapid Response Events

Company	Design Group Americas
PA CareerLink® County	Columbia/Montour
Rapid Response Date	3/13/2024
Workers Affected	28
Workers at RR Event	26
Layoff/Closure	Closure
Status	Permanent

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

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

Note: FY 25 Salaries and Benefits includes a budget for a 4% merit increase. A 1% overtime pool for non-exempt staff is also included. The salaries and benefits represent Advance Central PA at full employment levels. This includes an Outreach Coordinator, which is planned to be partially funded by Statewide funds, as well as an Operations Manager and a Mentor Coordinator. These three positions are shown at the largest potential health care costs.

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

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

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

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

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

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

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

Vehicles: Advance Central PA sold the Dodge Caliber to Tuscarora Intermediate Unit 11 in June 2024; therefore we no longer have a company vehicle and related costs which previously included maintenance, insurance, registration and fuel.

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

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

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

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

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

Advance Central PA

Proposed Fiscal Year 2025 Operational Budget

7/1/24 - 6/30/25

OPERATIONAL COSTS	FY 24 Initial Budget	FY25 Initial Budget	Net Change from FY24 Budget and FY25	% Change
Salaries and Benefits	1,313,508	1,353,122	39,614	3%
Staff Travel and Development	31,411	35,207	3,796	12%
Board Expenses	8,513	8,413	(100)	-1%
General Office Supplies	5,236	6,996	1,760	34%
Leases - Copiers/Equipment	2,289	2,289	-	0%
Outreach	2,050	2,050	-	0%
Subscriptions	23,647	18,647	(5,000)	-21%
Memberships	10,510	10,998	488	5%
Vehicles	6,050	-	(6,050)	-100%
Equipment and Furnishings	8,760	11,237	2,477	28%
Professional Fees	15,750	16,950	1,200	8%
Business Services	14,760	14,760	-	0%
Computer Services	40,420	45,144	4,724	12%
Facility Costs	79,963	76,808	(3,155)	-4%
Operation Costs	84	78	(6)	-7%
Reserve ¹			-	0%
TOTAL OPERATIONAL COSTS	1,562,951	1,602,699	39,754	2.5%

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

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

Joint Meeting
March 20, 2024

Advance Central PA's Workforce Development Board (WDB) and Local Elected Official (LEO) Board held a joint meeting on Wednesday, March 20, 2024, at the Union County Government Center in Lewisburg, PA.

WDB Members Attending

Jay Alexander
Talia Beatty
Kenneth Chappell
Michele Foust
Dean Girton
Bruce Jones
Zollie Rayner
Jonathan Ritter
Jim Stopper
Susan Swartz
Todd Taylor
Suzanne White
Jenna Witherite
Dave Zartman

LEO Board Members Attending

Angela Harding
Rebecca Dressler
Joe Klebon
David Kovach
Mark Mussina
Robert Postal
Stacy Richards

WDB Staff Attending

Allison Grose
Korrie Lucas
Jamie Mercaldo
Erica Mulberger
Patrick O'Connor
Marca O'Hargan
Gabi Randall
Kristie Swetts
Rachael Ulmer
Kelly Walter

WDB Members Excused

Sue Auman
Jamie Aurand
Jim Beamer
Misty Dion
Keith Koppenhaver
Lynn Kuhns
Stephanie Servose
Steve Stumbris
Tracie Witter

LEO Board Members Excused

Steven Dershem
Chuck Steininger

Guests Attending

Lenair Ahlum
Megan Bair
Hank Baylor
Jon DeWald - Solicitor
Paula Dickey
Judy Fitzgerald
Ann Kaufman
Robert Pisco - State Monitor
Michaelene Shirley
Katherine Vastine
Jill Walter
Matthew Wise

Call to Order and Welcome

Shelly Foust, Workforce Development Board Chairperson, called the meeting to order at 10:00 am with a quorum.

Shelly 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. Shelly welcomed Talia Beatty, Director of Human Resources at UPMC Susquehanna to her first meeting. Talia will also be part of the Policy & Performance Committee.

Commissioner Rob Postal, LEO Chairperson, welcomed his fellow Commissioners to the meeting, confirming a quorum. He welcomed new Lycoming County Commissioner Mark Mussina and Montour County Commissioner Rebecca Dressler.

Invitation for Public Comments

There were none.

PA CareerLink® Operator Update

Operator Report to the WDB March 20, 2023

Representing the PA CareerLink® Operator, Megan Bair provided the quarterly update. She shared that newly hired staff are being on-boarded by the partners filling vacancies across the region increasing capacity. Overall, staff continue to plan and implement outreach events appeal to a broad range of job seeker customer and employers. Megan highlighted that the PA CareerLink® Columbia/Montour Counties was voted "Best of the Best" in the Press Enterprise's annual contest for the category Employment/Staffing Agency.

YES to the Future Presentation

Shelly welcomed Paula Dickey, YES to the Future Program Manager, and Katherine Vastine, CARES Leadership Coordinator, both from Central Susquehanna Intermediate Unit (CSIU), to present on the Out-of-School Youth (OSY) program, YES to the Future as the procured provider of services.

Katherine kicked off the presentation by reviewing program eligibility and explaining the two different funding sources from Advance Central PA: Workforce Innovation & Opportunity Act (WIOA) and TANF Youth Development (TANF YD). Leveraging TANF YD allows for enrollment of young people who need services but who do not qualify for the more stringent WIOA eligibility.

Katherine and Paula discussed the individualized, holistic approach their team of service-oriented staff take to develop plans and goals with each young person in the program. They provided an overview of the hallmark services of the program and shared success stories for each including paid internship, on-the-job training (OJT), Restaurant Ready, and pre-apprenticeship. Program services directly benefit the young people and also businesses as talent pipelines are built and the expected outcomes for employment or placement in post-secondary education or the military are met.

The WDB and LEO members discussed and posed questions. One member inquired as to how long someone is typically in the program to which the presenters responded six to nine months is typical. When asked how it is handled when a participant is not going to successfully complete, the presenters discussed the family needs assessment process and goals which are re-visited; if someone is not going to be successful Advance Central PA is consulted when a program exit is needed so that resources are used wisely. A member asked how many participants are served; the goal is 200 WIOA and 40 TANF YD per year and as of the meeting date, there were 123 WIOA enrollments and 25 TANF YD. Outreach is continuous, including a current effort to make connections with school districts to reach graduating seniors who may need support in determining their next steps. Another member asked if there is flexibility to allow a participant more time in the program if they have a disability; there is flexibility with the overall program, however some components of the program, such as OJT length are limited within WIOA. The importance of co-enrollment with other programs, such as Office of Vocational Rehabilitation (OVR), when in the best interests of a participant, was discussed.

WDB Updates and Action Items

Action Items

With a quorum present for the WDB, Shelly called for a motion to approve the Consent Agenda.

- ▲ **Dean Girton made a motion to approve the March 20, 2024, Consent Agenda Action Items. Jenna Witherite seconded the motion. The motion was unanimously approved with no abstentions.**

Audit/Finance Committee

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

The Audit/Finance Committee met on March 6, 2024 to review the FY23 Single Audit with Young, Oakes, Brown, and Co.

FY23 Single Audit

Young, Oakes, Brown, and Co. (YOBCO) was on-site in early February to conduct the FY23 Single Audit, which resulted in a clean opinion. Chris Shirock, of YOBCO, presented the audit report to the Audit Finance Committee and the members had the opportunity to ask questions of Chris without staff present.

- ▲ **Jim Stopper made a motion to accept the Single Audit for Fiscal Year 2023 as presented by Young, Oakes, Brown & Company P.C. Dave Zartman seconded the motion. The motion was unanimously approved with no abstentions.**

Audit RFP

Advance Central PA's current contract with Young, Oakes, Brown, and Company was for Fiscal Year 2021 through 2023. Per the Federal Register and the state's Financial Management Guide, to comply with open and competitive procurement requirements, audit contracts are limited to three years and must be re-bid after each contract period through the normal competitive procurement process.

- ▲ **Jim Stopper made a motion to release a request for proposals for Advance Central PA's Fiscal Year 2024 audit with up to two renewal options. Zollie Rayner seconded the motion. The motion was unanimously approved with no abstentions.**

Financial Reports through 12/31/23 and Fiscal Year 24 Budget Update Report

The Financial Reports through 12/31/23 and the Fiscal Year 24 Budget Update Report were included in the packet and emailed ahead of the meeting. Jim reported no concerns with expenditures at this time.

Upcoming Monitoring

Staff have been notified from the state that on-site financial monitoring will occur sometime between April and June.

The Audit/Finance Committee will meet as needed.

EARN Committee

Ken Chappell, EARN Committee Chair, provided the update.

The EARN Committee met on February 20, 2024 and engaged in productive discussions about performance measures, fiscal status, and EARN participant success stories. The PA. Dept. of Human Services (DHS) Bureau of Employment Programs (BEP) Program Advisor joined the meeting as a guest.

During the meeting, the Committee voted to approve the pilot of a new Family and Household Needs Assessment, developed as part of the deliverables of the Coaching Collaborative project staff are completing with a technical assistance provider for the US Dept. of Health & Human Services Office of Family Assistance. The motion was contingent on approval from BEP as they had previously approved the assessment currently in place.

- ▲ **Ken Chappell made a motion to pilot the Family Needs Assessment which was developed as part of the deliverables of the Coaching Collaborative project, contingent on approval from the PA Dept. of Human Services, Bureau of Employment Programs. Suzanne White seconded the motion. The motion was unanimously approved with no abstentions.**

DHS Monitoring

BEP released their formal monitoring for program year 2022 EARN operations which ended June 30, 2023. Several performance metrics were under target and five corrective actions have been issued. Advance Central PA has submitted a corrective action plan and anticipates improved performance as a result.

The monitor shared that although there were findings, including a lack of signatures on the formal individualized employment plans which is a state-wide issue, BEP views Advance Central PA's EARN program as well-organized with an evident high-level of care provided to participants.

EARN Contract

The EARN Committee met in Executive Session to discuss the EARN contract with Central Susquehanna Opportunities Inc. The current contract is a result of a competitive procurement with original contract terms October 1, 2021 – June 30, 2022 with an option to extend funding annually through June 2026.

The EARN Committee discussed whether to invoke the annual renewal beginning July 1, 2024 and in a public meeting, unanimously agreed on renewal



Ken Chappell made a motion to extend the current contract for EARN service delivery with Central Susquehanna Opportunities, Inc. for the period July 1, 2024 through June 30, 2025 with funding to be negotiated. Bruce Jones seconded the motion. The motion was unanimously approved with no abstentions.

The next EARN Committee meeting is to be determined.

Governance Committee

Dean Girton, Governance Committee Chair, provided the update.

Membership Updates

Dean reported in preparation for Suzanne White's retirement from Kish Bank, the Governance Committee reviewed an application from her successor, Beth Gilmore. Beth is the Vice President HR Director at Kish Bank and presented with an application fitting for the role. The Governance Committee provided recommendation to the LEO Board who acted at their meeting to appoint her as a private-sector member of the WDB.

Dean offered gratitude to Suzanne for her service and wished her happy retirement.

An application from Jonah Howe, PPL Regional Affairs Director, was received and presented to the LEO Board for appointment, replacing Tracie Witter since she transitioned to a different role at PPL. Jonah has experience working with the Northern Tier Workforce Development Board. The LEO Board took action to appoint him as a private member of the WDB.

Recruitment

Dean reminded members that it is critical to have interested candidates in the pipeline.

Workforce Development Leadership

With Shelly Foust moving into the role of WDB Chair, there is a vacancy for Vice-Chair. The position is open to private-sector members only and the Governance Committee welcomes interested parties to learn more.

The Governance Committee will meet as needed.

Personnel Committee

Dave Zartman, Personnel Committee Chair, gave the update.

Staff Updates

Dave welcomed three new staff members to Advance Central PA's team including: Amy Keefer, Fiscal Coordinator; Allison Grose, Youth Coordinator; and Kristie Swett, Business Engagement Coordinator.

Erica shared additional updates including that Alexa Hann resigned in January. Patrick Ginther is no longer with the organization and Erica plans to focus on new hire training rather than fill the role of Mentor Coordinator.

Insurance Renewal

Dave reported, Vision Benefits of America, the current provider of vision benefits has offered renewal at the current insurance rates for two years.

- ▲ **Dave Zartman made a motion to renew the vision insurance with Vision Benefits of America for the period May 1, 2024 through April 30, 2026 at the current policy rates. Jay Alexander seconded the motion. The motion was unanimously approved with no abstentions.**

Guardian insurance company, the current provider of services, has also offered renewal at the current insurance rates.

- ▲ **Dave Zartman made a motion to renew the dental, life, short-term, and long-term disability insurance policies with Guardian for the period May 1, 2024 through April 30, 2026 at the current policy rates. Dean Girtton seconded the motion. The motion was unanimously approved with no abstentions.**

The Personnel Committee will meet as needed.

Policy & Performance Committee

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

Staff Monitoring Update (December 2023 – February 2023)

Erica shared an overview of the internal monitoring completed by Marca O’Hargan, Advance Central PA Compliance Monitor: on-the-job training (OJT) contract monitoring, including two in-person visits, resulted in reports issued to Adult and BST providers related to program procedures. Program monitoring of EARN and WIOA Adult and Dislocated Worker programs are in progress. Monitoring of the overall operations for three PA CareerLink® sites (Northumberland/Snyder/Union, Columbia/Montour, and The Link) are all underway. Equal Opportunity monitoring is occurring simultaneously with the above. A member inquired as to whether software to assist those with visual impairments is available on computers and it is.

State Monitoring Status Update

The Bureau of Workforce Development Administration (BWDA) has accepted Advance Central PA’s corrective action plan in response to the PY2022 monitoring. Staff have also submitted all requested documents for the BWDA PY2023 Policies and Agreements and Service Delivery Monitoring.

As requested, staff continue to submit quarterly progress reports to Bureau of Workforce Partnership and Operations (BWPO) in response to their analysis of data validation conducted in October 2022.

Comparison Adult/Dislocated Worker Exit Reports

Erica shared the exit outcomes for Adult/Dislocated Worker programming, comparing the second quarter of program year 2022 with the second quarter of program year 2023. The goal is to exit participants with employment. In total, 51% of exiters were employed at time of exit; a decrease compared to the same quarter last year. Erica shared that low enrollments overall are impacting outcomes.

Common Measures--PY2023 Quarter 2 Reports

These are the official measures for Workforce Innovation and Opportunity Act Title I Adult, Dislocated Worker, and Youth Programs and are measured at the federal level. This is used by the US Dept. of Labor (US DOL) to measure the strength of each overall program across performance measures. Overall, performance improved from the previous quarter. Erica reviewed performance for each program, including areas where improvement is needed: Adult- Credential Attainment, Dislocated Worker- Measurable Skill Gain (MSG) , and Youth- Credential Attainment Rate and MSG. Reports have been given to the respective providers, and internally staff are analyzing them to better understand the calculations and technical factors influencing scores.

A member asked if there is a consequence for not meeting targets to which Erica explained the negotiation process and sanction policies. Commissioner Richards asked if a report that includes both the numerator and denominator could be provided at the next meeting; Erica said staff will work on this. Commissioner Postal noted that it is important to be cognizant that employer needs for credentials change over time.

Measurable Skills Gain (MSG)- Performance Factors

Staff have spent time understanding this dynamic measure as it relates to performance. A participant may earn one MSG in any program year of participation once they start training, and the results are cumulative.

In reviewing OSY cases, a majority have not yet had the opportunity to earn the MSG which is anticipated in a future quarter. Another theme identified by staff is that OSY who completed their training in the prior program year but are still in the program are negative in the current year; staff have reached out to the state for technical assistance. Finally, there are a small number of OSY who did not meet the measure, some of which are co-enrollments, for example, an OSY co-enrolled in Adult to receive an ITA that does not receive MSG is negative for both programs.

Erica shared that timing of high school report cards being used for documentation of the MSG is another factor in the performance for In School Youth (ISY). This corrects itself as the program year goes on.

Late data entry was a key contributor to poor MSG performance in the Adult/Dislocated Worker programs. Staff are addressing this issue with the providers and corrections are anticipated in the next quarter. A higher number of Dislocated Worker participants are not meeting the measure, some of whom are co-enrolled in Trade. Staff are reviewing these cases to see why and how they can help these participants be more successful. There are instances where the timing of training means a gain was not possible yet, but gains are anticipated in future quarters.

Program Year 2022 Common Measures

Erica noted while these quarterly reports are critical to stay on top of, the state does adjust performance assessment at the end of each year in accordance with WIOA, based on an objective statistical model created by US DOL's Employment and Training Administration (ETA). For PY22, Advance Central PA Title I programs all met expectations after this adjustment was applied.

The Policy and Performance Committee will meet as needed.

Youth Committee

Suzanne White, Youth Committee Chair, provided the report.

The Youth Committee met on March 6, welcoming new workforce development member Stephanie Servose to her first meeting. Much of the agenda was focused on In-School Youth (ISY) programming, including an overview of the Business Education Partnership (BEP) grant projects underway. Staff provided an overview of ISY eligibility for both WIOA and TANF YD which are more flexible. Central Susquehanna Opportunities, Inc. (CSO), as the procured provider of ISY services, gave a presentation about their program delivery.

The Committee deliberated on a new Out-of-School Youth Pre-Work Experience Policy, recalling 20% of WIOA Youth allocation must be spent on allowable paid work experience expenditures, such as paid internships and OJT. In addition to those direct wages, federal guidance outlines allowable paid pre-work experience activity expenditures that can count toward that 20% requirement.

The Committee discussed how to incorporate paid pre-work experience activities directly to job readiness for OSY. Some examples of allowable activities include, but are not limited to, the following: WIN Employment Essentials Courseware (a software license in use by Advance Central PA focused on soft skills development), job shadows and mock interviews, OSHA.com safety courses, and Registered Pre-Apprenticeship class time.

The Committee agreed this is an opportunity to enhance service delivery and allow an OSY participant to earn money while learning skills needed for long term success in the workplace in pre-work activities. In addition to direct benefits to the individual, it will help the program retain more individuals before they seek jobs, directly assisting with meeting the 20% expenditure requirement.



Suzanne White made a motion to implement an Out-of-School Youth Pre-Work Experience Policy that allows for Out-of-School Youth who participate in specific allowable pre-work experience activities to earn \$12.00 per hour, up to 100 hours maximum per person, contingent on available funding. Zollie seconded the motion. The motion was unanimously approved with no abstentions.

Contracts

The Committee met in Executive Session to discuss both the Out-of-School Youth contract with Central Susquehanna Intermediate Unit (CSIU) and the In-School Youth contract with CSO. Both contracts are up for annual renewal

beginning July 1, 2024 according to the original contract terms. The Youth Committee unanimously recommended the renewal of both contracts.

▲ **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, 2024 through June 30, 2025 with funding to be negotiated. Ken Chappell seconded the motion. The motion was unanimously approved with no abstentions.**

▲ **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, 2024 through June 30, 2025 with funding to be negotiated. Bruce Jones seconded the motion. The motion was unanimously approved with no abstentions.**

The Youth Committee will meet as needed.

LEO Board Action Items

▲ **Commissioner Klebon made a motion to approve the minutes from the December 20, 2023 joint WDB/LEO Board meeting. Commissioner Harding 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.

Competitive Grant Updates

Erica reviewed the report and highlighted two new Industry Partnership grants that have been secured to develop and launch partnerships in agriculture and in building and construction. Training funds within each grant will require a 50% match from businesses.

Advance Central PA was not successful in securing Recompete funds to support projects to increase employment in Union County. Senator Casey's office has asked Erica for information about the proposed initiatives which Erica views as a positive. Commissioner Richards gave kudos to Advance Central PA for coordinating the grant application and collaborating across partners.

Labor Market Information

Erica presented the new and improved labor market reports streamlined by Gabi Randall, Advance Central PA Research Development Coordinator. The refreshed reports include much of the same key information in a streamlined way with new features such as inclusion of top skills and qualifications according to online job postings. The Executive Committee weighed in on a draft report that led to this final copy.

WIOA Re-Authorization

The National Association of Workforce Boards has released talking points opposing WIOA reauthorization as written within House Resolution 6655. Among the concerns are that the bill requires 50% of Adult and Dislocated Worker allocations be spent on training. Erica shared that if this would pass, PA CareerLink® sites in the region will close and service gaps for business, job seekers, and youth will be apparent. Further, the bill increases the state set aside from 15% to 25%, which will result in a direct decrease in funding to the WDBs.

Discussion ensued. Legislators need to understand the people behind the numbers and allow local WDBs to determine budgets for training as well as leverage funds for training. Members inquired what is needed at this time and Erica responded there is no action to take at this time, but she may have a recommendation in the future.

L&I & LWDB Leadership Meeting Update

At a meeting initiated by the PA Dept. of Labor & Industry two weeks ago, Governor Shapiro's new proposed workforce program, Commonwealth Worker Training Program was discussed. In this program businesses can receive \$40,000 for each new employee hired and trained in Pennsylvania for projects in critical industries. More to come as this is rolled out and eligibility is defined.

Training Gap Analysis Update

The training gap analysis is under way and the procured company completing the work will hold an in-person meeting in June to discuss their findings.

Other Updates

Penn Highlands Community College has a branch office in the Match Factory and has asked Erica and Judy Fitzgerald, PA CareerLink® Administrator for Centre and Mifflin Counties, to participate on their advisory council.

Focus Central PA is holding an Industrial Development Forum to understand the economic development perspective.

Unemployment ID.me kiosks have been put in place at the PA CareerLink® sites to validate a person is who they claim to be when submitting an unemployment claim. The staff at the PA CareerLink® sites are being asked to train on the system. Several questions arose about funding and customer service.

Outgoing WDB Member Thanks

Erica thanked Suzanne White for her years of service on the WDB, noting her dedication to the Youth Committee.

Open Discussion

None.

Date of Next Meetings

Dave & Ken announced the upcoming meetings as follows:

- Executive Committee – April 12, 2024 at 10:00 a.m.
- Annual Meeting of the Members/LEO Board Meeting – June 19, 2024 at 9:00 a.m.
- WDB/LEO Quarterly Meeting – June 19, 2024 at 10:00 a.m.

Adjournment

With no further business to attend to, Commissioner Postal then Shelly Foust adjourned the LEO Board and WDB meetings at 11:57 a.m.

Respectfully submitted,



Kelly Walter, Office/Board Coordinator

Workforce Development Board Consent Agenda

Action Items

June 19, 2024

1. Motion to approve the minutes from the March 20, 2024 joint WDB/LEO Board meeting.

Executive Committee • Michele Foust, Chair

The following motions were unanimously approved with no abstentions by a quorum of the Executive Committee during a meeting held May 10, 2024.

2. Motion to enter a lease agreement with the City of Sunbury for the PA CareerLink[®] Northumberland/Snyder/Union Counties located at 225 Market Street, Sunbury PA 17801 effective July 1, 2024 through June 30, 2027 with a cost of \$114,105 for FY25, and 3% increases each year thereafter, plus the actual increased costs for utilities with parking and cleaning to be negotiated by staff.
3. Motion to authorize Advance Central PA staff to request \$100,000 Rapid Response funds from the PA Department of Labor and Industry.
4. Motion to approve the PA CareerLink[®] Operator Policy which includes language for the required firewalls.
5. 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, 2024 through June 30, 2025 with funding in the amount of \$25,000.
6. Motion to extend the current contract for The Link with Central Susquehanna Opportunities, Inc. for the period July 1, 2024 through June 30, 2025 with funding to be negotiated.
7. Motion to extend the current contract for Title I Job Seeker Services with Central Susquehanna Opportunities, Inc. for the period July 1, 2024 through June 30, 2025 with funding to be negotiated.
8. Motion to extend the current contract for Title I Job Seeker Services with Tuscarora Intermediate Unit 11 for the period July 1, 2024 through June 30, 2025 with funding to be negotiated.
9. Motion to extend the current contract for Title I Business Solutions with Tuscarora Intermediate Unit 11 for the period July 1, 2024 through June 30, 2025 with funding to be negotiated.

Workforce Development Board Non-Consent Agenda

Action Items

June 19, 2024

1. Motion to approve the June 19, 2024 Consent Agenda Action Items.

Motion:

Second:

Audit/Finance Committee • Jim Stopper, Chair

The Audit/Finance Committee unanimously approved the following motions with no abstentions during a meeting held June 11, 2024.

3. Motion to approve Advance Central PA's Fiscal Year 2025 Operating Budget.

Motion:

Second:

4. Motion to approve Advance Central PA's Fiscal Year 2025 Central Region Budget.

Motion:

Second:

The Audit/Finance Committee will meet as necessary.

EARN Committee • Kenneth Chappell, Chair

The EARN Committee will meet as necessary.

Governance Committee • Dean Girton, Chair

The Governance Committee 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

The Youth Committee will meet as necessary.

Advance Central PA
 FY 24 Contract Expense and Obligation Report
 From 7/1/2023 Through 3/31/24

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	837,346	100.00%	-	0	100.00%	0
10/22 - 06/24	PY22 DW Transfer to Adult	500,000	316,131	63.23%	183,869	135,945	90.42%	47,924
07/23 - 06/25	PY23 1st Inc. WIOA Adult	268,711	0	0.00%	268,711	241,840	90.00%	26,871
10/23 - 06/25	PY23 2nd Inc. WIOA Adult	1,105,194	0	0.00%	1,105,194	203,653	18.43%	901,541
	Adult Programs	2,711,251	1,153,477	42.54%	1,557,774	581,438	63.99%	976,336
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 - 06/25	PY23 1st Inc. WIOA DW	315,767	315,767	100.00%	-	0	100.00%	0
10/23 - 06/25	PY23 2nd Inc. WIOA DW	1,148,449	156,577	13.63%	991,872	370,448	45.89%	621,424
	Dislocated Worker Programs	2,141,466	1,149,594	53.68%	991,872	370,448	70.98%	621,424
01/22 - 06/24	PY21 Rapid Response	53,848	53,848	100.00%	-	0	100.00%	0
02/23 - 10/23	PY22 Rapid Response - Digital Intake	77,295	77,295	100.00%	-	0	100.00%	0
10/23 - 12/24	PY23 Rapid Response	125,000	25,496	20.40%	99,504	53,626	63.30%	45,878
	Rapid Response Programs	256,143	156,639	61.15%	0	53,626	82.09%	45,878
04/22 - 06/24	PY22 WIOA Youth	893,597	869,289	97.28%	24,308	0	97.28%	24,308
04/23 - 06/25	PY23 WIOA Youth	1,841,332	322,096	17.49%	1,519,236	476,789	43.39%	1,042,447
07/22 - 06/23	PY22 TANF Youth	533,729	533,729	100.00%	-	0	100.00%	0
07/23 - 06/25	PY23 TANF Youth	712,013	42,376	5.95%	669,637	345,792	54.52%	323,845
02/22 - 06/24	PY21 Business & Education Partnership	100,859	60,323	59.81%	40,536	11,925	71.63%	28,611
06/23 - 08/24	PY22 Business & Education Partnership	146,838	78,220	53.27%	68,618	59,733	93.95%	8,885
	Youth Programs	4,228,368	1,906,033	45.08%	2,322,335	894,239	66.23%	1,428,096
07/22 - 06/24	EARN	2,709,971	1,408,231	51.96%	1,301,740	669,178	76.66%	632,562
	Welfare Programs	2,709,971	1,408,231	51.96%	1,301,740	669,178	76.66%	632,562
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 - 06/25	Next Gen 19 - Adv. Man.	229,562	930	0.41%	228,632	0	0.41%	228,632
02/20 - 06/25	Next Gen 19 - Healthcare	235,332	412	0.18%	234,920	0	0.18%	234,920
01/24 - 06/25	Building & Construction	175,000	0	0.00%	175,000	0	0.00%	175,000
01/24 - 06/25	Agriculture	150,000	0	0.00%	150,000	0	0.00%	150,000
NA	IP Sustainability Fund	346,718	0	0.00%	346,718	0	0.00%	346,718
	Industry Partnerships	1,248,776	1,842	0.15%	1,246,934	0	0.15%	1,246,934
01/22 - 06/25	PASmart CPI Apprenticeship	273,379	35,794	13.09%	237,585	207,686	89.06%	29,899
01/23 - 06/26	Apprenticeship Building America	181,537	13,987	7.70%	167,550	8,975	12.65%	158,575
	Reemployment Services	454,916	49,781	10.94%	405,135	216,661	58.57%	188,474
7/22 - 12/23	PREP PFEW	20,755	20,755	100.00%	-	0	100.00%	0
08/22 - 06/24	DCED Videos	41,774	11,031	26.41%	30,743	12,050	55.25%	18,693
10/20 - 09/24	ARC Reboot	531,280	155,642	29.30%	375,638	369,988	98.94%	5,650
07/23 - 06/24	Statewide	50,750	17,783			32,697	99.47%	270
07/23 - 06/24	Statewide	84,644	0			0	0.00%	84,644
07/23 - 06/24	Statewide	210,763	82,439			126,879	99.31%	1,445
07/23 - 06/24	Statewide	74,230	0			0	0.00%	74,230
NA	Research Department	118,633	47,819	40.31%	70,814	0	40.31%	70,814
NA	Gold Standard	61,168	8,023	13.12%	53,145	941	14.65%	52,204
NA	Highmark Initiative	777	0	0.00%	777	0	0.00%	777
NA	Engage	20,591	423	2.05%	20,168	0	2.05%	20,168
NA	Fit4Construction	42,500	2,909	0	39,591	0	6.84%	39,591
NA	ELIC	1,000	418			0	41.80%	582
	Other Programs	1,258,865	347,242	27.58%	590,876	542,555	70.68%	369,068
	Grand Total	15,009,756	6,172,839	41.13%	8,836,917	3,328,145	63.30%	5,508,772

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 3/31/24

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	1,010,385	723,019	287,365.85	71.56%
Staff Travel & Development	30,034	10,784	19,249.62	35.91%
Board Expenses	8,903	5,297	3,606.09	59.50%
General Office Supplies	5,116	3,760	1,356.48	73.49%
Leases - Copiers/Equipment	2,500	1,134	1,365.67	45.37%
Outreach	2,050	2,217	(166.85)	108.14%
Subscriptions	23,237	15,645	7,592.25	67.33%
Memberships	10,510	10,859	(348.91)	103.32%
Vehicles	6,350	3,420	2,930.50	53.85%
Equipment And Furnishings	8,760	1,084	7,676.00	12.37%
Professional Fees	15,825	1,272	14,552.98	8.04%
Business Services	14,760	2,538	12,221.92	17.20%
Computer Services	35,164	20,603	14,561.15	58.59%
Facility Costs	<u>76,565</u>	<u>63,597</u>	<u>12,967.58</u>	<u>83.06%</u>
Total Operational Expenses	1,250,159.00	865,228.67	384,930.33	69.21%
Total Expenditures	<u>1,250,159.00</u>	<u>865,228.67</u>	<u>384,930.33</u>	<u>69.21%</u>

Notes:

* Anticipated expenditure rate of 75%.

Advance Central PA
 FY24 Consolidated RSAB Budget to Actual Comparison
 From 7/1/2023 Through 3/31/24

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended *	Percent Total Budget Remaining
REVENUE:					
WIOA Adult	229,344	138,809	90,535	60.52%	39.48%
WIOA Dislocated	229,344	138,809	90,535	60.52%	39.48%
WIOA Out of School	132,881	81,708	51,173	61.49%	38.51%
EARN	256,245	151,353	104,892	59.07%	40.93%
Advance Central PA Total: ¹	<u>847,814</u>	<u>510,680</u>	<u>337,134</u>	<u>60.23%</u>	<u>39.77%</u>
WAGNER PEYSER	433,835	272,143	161,692	62.73%	37.27%
WP REGIONAL	15,314	9,565	5,749	62.46%	37.54%
VETS	98,751	61,177	37,574	61.95%	38.05%
RAPID RESPONSE	10,056	6,373	3,683	63.37%	36.63%
OVR	111,923	68,729	43,194	61.41%	38.59%
OVERSIGHT	15,314	9,565	5,749	62.46%	37.54%
TRADE	15,314	8,069	7,245	52.69%	47.31%
State Partner Total:	<u>700,508</u>	<u>435,621</u>	<u>264,887</u>	<u>62.19%</u>	<u>37.81%</u>
Total REVENUE	<u>1,548,322</u>	<u>946,301</u>	<u>602,021</u>	<u>61.12%</u>	<u>38.88%</u>
EXPENSES:					
PERSONNEL					
Total PERSONNEL	<u>775,201</u>	<u>522,520</u>	<u>252,681.54</u>	<u>67.40%</u>	<u>32.60%</u>
FACILITY					
Total FACILITY	<u>671,613</u>	<u>577,209</u>	<u>94,403.40</u>	<u>85.94%</u>	<u>14.06%</u>
OPERATIONAL					
Total OPERATIONAL	<u>292,906</u>	<u>143,670</u>	<u>149,236</u>	<u>49.05%</u>	<u>50.95%</u>
USAGE FEE (Non-Partner Renters)					
Total USAGE FEE	<u>245,591</u>	<u>195,230</u>	<u>50,361</u>	<u>79.49%</u>	<u>20.51%</u>
TOTAL EXPENDITURES	<u>1,494,129</u>	<u>1,048,169</u>	<u>445,960</u>	<u>70.15%</u>	<u>29.85%</u>

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

* Anticipated expenditure rate of 75%.

¹ 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 3/31/24

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	507,218	338,010	169,208	66.64%	33.36%
Dislocated Worker Pool	507,911	372,702	135,209	73.38%	26.62%
OS Youth Pool ³	100,000	64,682	35,318	64.68%	35.32%
Statewide CareerLink	45,166	45,166	-	100.00%	0.00%
Upgrades ⁷					
TANF	30,000	19,401	10,599	64.67%	35.33%
ARC Reboot ⁵	92,670	52,787	39,883	56.96%	43.04%
EARN Pool ³	100,000	64,684	35,316	64.68%	35.32%
Total OPERATIONAL EXPENSES	1,382,964	957,432	425,532	69.23%	30.77%
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	1,386,623	957,432	429,191	69.05%	30.95%

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	334,909	238,262	58.43%	41.57%
IS Youth Pool	151,152	83,800	67,352	55.44%	44.56%
TANF Youth	334,615	231,535	103,080	69.19%	30.81%
Dislocated Worker Pool	578,171	445,522	132,649	77.06%	22.94%
Business Edu. Partnership 21	50,000	50,000	-	100.00%	0.00%
Business Edu. Partnership 22	58,656	25,379	33,277	43.27%	56.73%
Rapid Response ⁵	130,916	77,869	53,047	59.48%	40.52%
ARC Statewide	49,640	22,605	27,035	45.54%	54.46%
ARC Reboot	101,723	83,799	17,924	82.38%	17.62%
EARN Pool	1,364,165	964,066	400,099	70.67%	29.33%
EARN SNAP	41,764	36,578	5,186	87.58%	12.42%
Total OPERATIONAL EXPENSES	3,433,973	2,356,062	1,077,911	68.61%	31.39%

DIRECT CUSTOMER SERVICES ⁴					
Adult Pool	10,000	4,622	5,378	46.22%	53.78%
IS Youth Pool	9,071	1,634	7,437	18.01%	81.99%
TANF Youth	193,950	120,154	73,796	61.95%	38.05%
Dislocated Worker Pool	5,000	697	4,303	13.94%	86.06%
Apprenticeship Building America ⁶	2,582	2,582	-	100.00%	0.00%
ARC Reboot	7,102	1,229	5,873	17.30%	82.70%
EARN Pool	58,000	14,505	43,495	25.01%	74.99%
Total DIRECT CUSTOMER SERVICES	285,705	145,423	140,282	50.90%	49.10%
TOTAL EXPENDITURES	3,719,678	2,501,485	1,218,193	67.25%	32.75%

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	61,827	130,030	32.23%	67.77%
OS Youth Pool	780,622	632,436	148,186	81.02%	18.98%
Total OPERATIONAL EXPENSES	972,479	694,263	278,216	71.39%	28.61%
DIRECT CUSTOMER SERVICES ⁴					
TANF Youth	59,937	31,650	28,287	52.81%	47.19%
OS Youth Pool	239,751	97,109	142,642	40.50%	59.50%
Total DIRECT CUSTOMER SERVICES	299,688	128,759	170,929	42.96%	57.04%
TOTAL EXPENDITURES	1,272,167	823,022	449,145	64.69%	35.31%

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.

FY24 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS
As of **5/28/2024**

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	\$10,380	\$2,315	\$6,970	\$9,285	\$1,095	1	89.45%
Adult POS	\$195,320	\$21,258	\$151,778	\$173,037	\$22,283	60	88.59%
Dislocated Worker	\$105,424	\$7,935	\$31,706	\$39,641	\$65,783	13	37.60%
TOTAL ITA	\$311,123	\$31,508	\$190,454	\$221,963	\$89,161	74	71.34%

ON THE JOB TRAININGS (OJTs)						FY24 OJT	
Adult	\$33,587	\$5,665	\$24,635	\$30,299	\$3,287	4	90.21%
Adult POS	\$76,880	\$13,525	\$50,967	\$64,491	\$12,389	10	83.89%
Dislocated Worker	\$70,282	\$315	\$32,245	\$32,560	\$37,723	5	46.33%
Out of School Youth	\$92,067	\$22,602	\$31,987	\$54,589	\$37,478	11	59.29%
TOTAL OJT	\$272,816	\$42,106	\$139,833	\$181,939	\$90,877	30	66.69%
TOTAL ITA/OJT	\$583,939	\$73,614	\$330,288	\$403,902	\$180,037	104	69.17%

INCUMBENT WORKER TRAINING							Number of Participants	Percentage of Total Budget Obligated
Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance			
Next Gen Adv. Manuf. 2019	2021	\$68,000	\$0	\$27,900	\$46,840	\$21,160	20	69%
	2023			\$18,940				
	2024			\$0				
Next Gen. Healthcare 2019	2024	\$65,501	\$0	\$0	\$0	\$65,501	0	0%
Next Gen Adv. Manuf. 2020	\$210,000	\$0	\$0	\$0	\$210,000	0	0%	
Next Gen. Healthcare 2020	\$193,800	\$0	\$0	\$0	\$193,800	0	0%	
Total	\$537,301	\$0	\$46,840	\$46,840	\$490,461	20	9%	

FY24 Central Region Budget Updates As of June 19, 2024

The Central Region has increased revenues of \$386,912 from the budget presented at the March 20, 2024 meeting for a revised available revenue total of \$15,380,632. This includes a new USDOL National Dislocated Worker Grant to address the opioid crisis (DWG Opioid).

Advance Central PA's budget increased by \$31,294 to a total of \$1,657,195 due to the addition of the DWG Opioid grant.

The training budget increased by \$67,057 to \$1,505,256 as a result of the DWG Opioid grant.

The Service Delivery budget for Other Service Delivery increased by \$288,561 as a result of the DWG Opioid grant.

The Regional budget increased by \$69,839 due to a Statewide contract modification.

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

**Advance Central PA
FY 24 Central Region Budget Updates
As of June 19, 2024**

Following is the net change to the FY24 Revenues that were presented on March 20, 2024. This includes a newly award contract for the DWG Opioid grant.

Total Revenues presented 3/20/24	\$ 14,993,720
Adjustments:	
DWT Opioid	386,912
Net Increase	386,912
Revised Available Revenues	<u>\$ 15,380,632</u>

Below is a summary of adjustments to the FY24 expense budgets along with explanations for the changes. The budgets represent all funding sources.

Total Budget presented 3/20/24	\$ 14,993,720
Net Increase in Allocated Funds	456,751
Net Decrease in Unallocated Funds	(69,840)
Revised Total Budget	<u>\$ 15,380,632</u>

Advance Central PA's available budget increased due to the new DWG Opioid grant.

Advance Central PA Budget presented 3/20/24	\$ 1,625,901
Adjustments:	
Net Increase	31,294
Revised Advance Central PA Budget	<u>\$ 1,657,195</u>

The training budget increased due to the addition of the DWG Opioid grant, which includes ITA funds.

Training Budget presented 3/20/24	\$ 1,438,199
Net Increase	67,057
Revised Training Budget	<u>\$ 1,505,256</u>

The Service Delivery budget, Other Service Delivery increased due to the addition of the DWG Opioid grant.

	CSO	TIU	CSIU	Other
Service Delivery Budgets presented 3/20/24	\$ 3,725,926	\$ 1,377,974	\$ 1,272,168	\$ 753,890
Net Increase	-	-	-	288,561
Revised Service Delivery Budgets	<u>\$ 3,725,926</u>	<u>\$ 1,377,974</u>	<u>\$ 1,272,168</u>	<u>\$ 1,042,451</u>

The Regional Technology, Outreach, and Training budgets increased due to a Statewide contract modification.

Regional and Other Budget presented 3/20/24	\$ 312,012
Net Increase	69,839
Revised Regional and Other Budget	<u>\$ 381,851</u>

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

Unallocated Budget presented 3/20/24	\$ 3,070,610
Adjustments:	
Net Decrease	(69,840)
Revised Unallocated Budget	<u>\$ 3,000,770</u>

1. What is your overall stress level right now? (FILL IN A CIRCLE)

I AM VERY STRESSED



I AM NOT STRESSED AT ALL

2. Where do you feel you and your family currently are in these areas of life? (FILL IN A CIRCLE IN EACH PATHWAY ROW)

		AREA OF SIGNIFICANT NEED	AREA OF NEED	STABLE BUT COULD IMPROVE	THRIVING	
EMPLOYMENT AND INCOME						
Current Employment	I am working in a survival job that I don't like or I am not working					I am stably employed and I love my job!
Past Work Experience	I have no past work or volunteer experience that lasted at least six months					I have previous work or volunteer experience that I enjoyed and that lasted 6 months or more
Job Search Skills	I don't know where to find work; the jobs I apply for don't hire me					I am being invited to interviews and/or I have been offered a job
Financial Literacy	I don't use a bank or credit union and I do not know what services are available to me through a bank or credit union					I have a checking and/or savings account through a bank or credit union
Income and Expenses	My income is not enough to cover my basic living					My income is stable, I am current on my bills, I have money for saving or spending
Justice-Involvement	I work certain jobs or I have lost jobs because of current or criminal justice issues					I have no current or prior criminal justice involvement or issues

NAME: _____

DATE: _____

	AREA OF SIGNIFICANT NEED	AREA OF NEED	STABLE BUT COULD IMPROVE	THRIVING
EDUCATION AND TRAINING				
Education, training, and earning a credential	I don't have a high school diploma, GED, or entry-level certificate			I have a degree or industry-recognized certificate(s) in a high demand occupation
Language (for non-native English speakers)	I need help with English language and literacy			I am fully bi-lingual
BASIC NEEDS				
Housing	My family doesn't have housing			My family has stable and safe housing
Food	I often do not have enough food to feed my family			I always have enough healthy food to feed my family
Clothing	I do not have enough clothing for myself and my family			I always have enough clothing for myself and my family
Transportation	I do not have transportation to get to the places I need to go			I have reliable transportation and a reliable backup plan
Dependent Care	I have no child care			I have reliable child care and a reliable back up plan
HEALTH AND WELL-BEING				
Health and Personal Well-Being	My personal health and well-being need my attention			I am doing well and am fully able to work
Mental Health	I have several mental health symptoms that impact my daily life, work, parenting, etc.			I have no mental health symptoms or my symptoms are controlled

	AREA OF SIGNIFICANT NEED	AREA OF NEED	STABLE BUT COULD IMPROVE	THRIVING	
HEALTH AND WELL-BEING CONTINUED					
Substance Use	I have ongoing issues with drug or alcohol use causing problems for me				I don't currently use or have a history of substance use issues, or I'm currently clean and/or in a recovery program
FAMILY RELATIONSHIPS AND SOCIAL SUPPORTS					
Social Support	I have no social support or my network is not supportive				I have consistent and effective social support
Relationship with Partner (leave blank if N/A)	I am in a relationship that doesn't feel safe				I am in a safe, supportive, relationship

3. Is there something specific that you want to talk about during this meeting with your coach?

4. Do we need to update any of your information? (Example address, phone number, email, employment, household composition, health or mental health providers, etc.)

Advance Central PA Applauds 2024 Governor's Achievement Award Winner **MADELINE CALDERON**

Madeline enrolled in EARN in September 2022 with hopes for a better life for her son. A victim of domestic abuse, Madeline had been struggling with anxiety, self-doubt, and the ability to trust others. She had concerns about participating in-person and in groups. Madeline was thankful for the option of virtual service delivery, and over time, with encouragement from her Workforce Specialist (WFS), Madeline started to attend on-site at the PA CareerLink®. Her WFS was quick to share positive affirmations and often told Madeline *"You got this!"*

Madeline defined her goals to include conquering anxiety, securing a career with growth potential, and providing for her family. With planning support from EARN, Madeline broke down her broad goals and tackled her anxiety issues. Madeline soon engaged more and more in EARN activities, including to meet with the Wellness Coach.



As Madeline's confidence grew with each small victory, she started to believe in herself. Madeline started to respond to challenges with the positive affirmation *"I got this!"*

With encouragement from the EARN team and support from the Job Developer, Madeline applied for a position with a local bank and was invited to interview. The EARN team helped her secure attire from the on-site EARN clothing closet. Impressed with Madeline's demeanor, skills, and work ethic, the bank hired her on the spot as Sales and Service Representative, with a starting rate of \$19.00/hour in May 2023.

Madeline's happy transition into employment became stressful as her abuser denied her access to their shared car that she needed to get to work and childcare. With concern for her child and fear of losing employment, she contacted her trusted WFS, who immediately set up EARN transportation and submitted a car purchase request to the CAO as a long-term solution. In July 2023, Madeline purchased her own vehicle and gained further independence.

Stable again, in September 2023, the Branch Manager at the bank chose Madeline to represent the branch at the Annual Gala. Madeline was ecstatic, sharing pictures from the event with the EARN team. Soon after, she was asked to represent her branch again at a town hall meeting.

Empowered by her growing confidence, Madeline requested that her WFS accompany her to the courthouse to file for a PFA and the sole custody of her son. With guidance from her WFS, Madeline contacted Transitions (a legal support group), where she obtained a case manager and lawyer. The courts awarded her a 3-year PFA and joint custody. Madeline continues to thrive and is excited about her newfound confidence.

Monitoring Update

March 2024 through June 11, 2024

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 reviewed and approved 6 new OJT contracts. Staff also completed desk reviews for 9 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 2 onsite visits to monitor one WIOA Adult contract in Centre County and one WIOA OSY contract in Lycoming County. There were no compliance issues at either location.

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 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 98 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

- FY2023 monitoring of Tuscarora Intermediate Unit (TIU)'s fiscal practices was closed in May when staff accepted the third revision of their corrective action plan. All eight required actions were resolved.
- FY2024 monitoring to review the fiscal practices of each subcontractor is currently in progress.

PA CAREERLINK® OPERATIONS MONITORING

- On April 15, 2024, the Operator was issued a formal report related to the PY2023 monitoring of PA CareerLink® Northumberland/Snyder/Union Counties. Staff then received the Operator's corrective action plan (CAP) on May 15 in response to the four required actions and three recommendations. Staff response to the CAP is forthcoming.
- PY2023 monitoring of PA CareerLink® Columbia/Montour Counties, PA CareerLink® Mifflin County, and PA CareerLink® Centre County are also in progress with formal monitoring reports forthcoming.

- The Operator submitted a corrective action plan on March 21, 2024 in response to the PY2023 monitoring of The Link which included three required actions and one recommendation to improve service delivery. The CAP was accepted, closing the monitoring on March 26, 2024.

EARN MONITORING

The formal report for PY2022 monitoring of Central Susquehanna Opportunities, Inc. (CSO) EARN program was issued April 4, 2024 with six required actions. CSO submitted their corrective action plan (CAP) on May 6. The CAP was accepted, and this monitoring closed May 15.

ADULT/DISLOCATED WORKER (A/DW) MONITORING

A formal PY2022 monitoring report was issued to Tuscarora Intermediate Unit (TIU) with seven required actions on October 5, 2023, to which TIU submitted a corrective action plan (CAP) on November 3. Staff replied to the CAP March 27, 2024, requiring a revision. The revised CAP was received April 12 and was accepted, effectively closing the monitoring, May 8.

OPERATOR CONSORTIUM MONITORING

PY2023 monitoring of the Operator Consortium began April 5, 2024. The Operator was asked to complete a self-monitoring tool. Additionally, a sample of program partner staff were surveyed regarding the overall operations of the local one-stop system. The completed monitoring tool was received April 26, and a response was provided June 11, 2024.

OUT-OF-SCHOOL YOUTH (OSY) MONITORING

PY2023 monitoring of Central Susquehanna Intermediate Unit's (CSIU) Out-of-School Youth (OSY) programming is currently underway. In total, 26 cases were reviewed. A formal monitoring report is forthcoming.

EQUAL OPPORTUNITY (EO) MONITORING

WIOA Title I programs/providers are monitored for equal opportunity compliance in conjunction with yearly operations monitoring. PA CareerLink® sites are monitored for EO compliance during biannual operations monitoring.

- On October 10, staff provided a response to Tuscarora Intermediate Unit's (TIU) completed self-monitoring tool. TIU was asked to provide clarification for one area and a corrective action plan (CAP) for four required actions. TIU's CAP was received October 23. Staff accepted the CAP and closed this monitoring March 27, 2024.
- Central Susquehanna Intermediate Unit (CSIU) was issued a self-monitoring tool April 5, 2024. The completed tool was received by staff April 26. A response is forthcoming.

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

BWDA is conducting their PY2023 case file monitoring. Staff received notice of the monitoring April 24, 2024. All requested documents from the 18 selected files were uploaded by the May 15 deadline.

PENNSYLVANIA DEPARTMENT OF LABOR & INDUSTRY BUREAU OF WORKFORCE PARTNERSHIP & OPERATIONS (BWPO) WIOA COMMON MEASURES DATA VALIDATION

Each local workforce development area undergoes data validation once every three years. The process is an effort by the Commonwealth of PA, on behalf of the U.S. Department of Labor, to evaluate the accuracy and completeness of participant data records, ensuring compliance with federal and state definitions and regulations.

- BWPO conducted in-person data validation monitoring in October 2022. On June 23, 2023, BWPO provided an analysis of their findings which includes data validation failures within 56 case files across Title I, Title III, and special grant programming.
- Staff are required to submit quarterly updates of actions taken to resolve the data validation issues. The most recent quarterly update was submitted June 10, 2014 and included plans for implementation of Common Measures Data Validation protocol for use in the PA CareerLink[®] sites across partners.

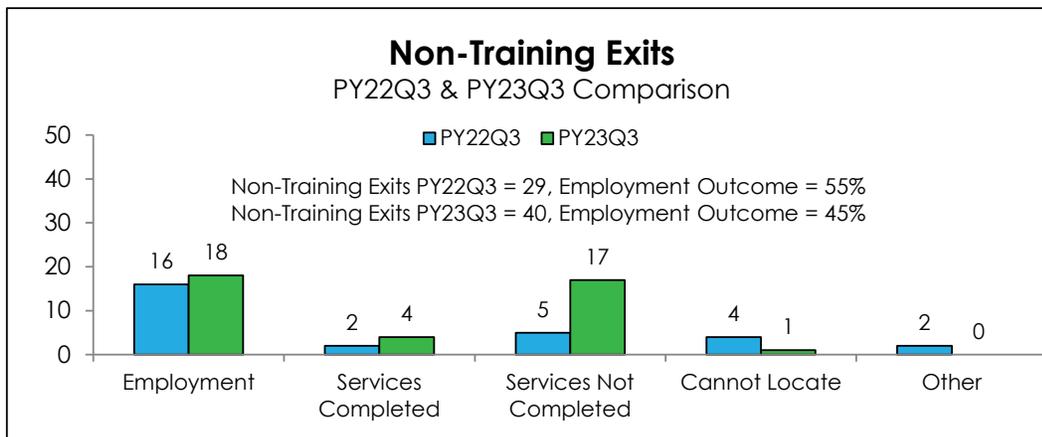
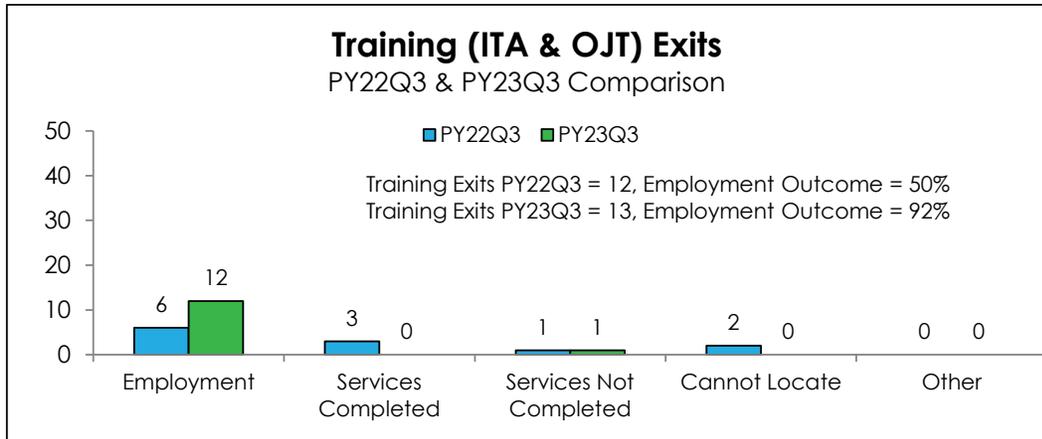
Adult/Dislocated Worker Outcomes Report PY22 Q3 and PY23 Q3 Comparison

January 1, 2023 - March 31, 2023 & January 1, 2024 - March 31, 2024

Central Pennsylvania



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

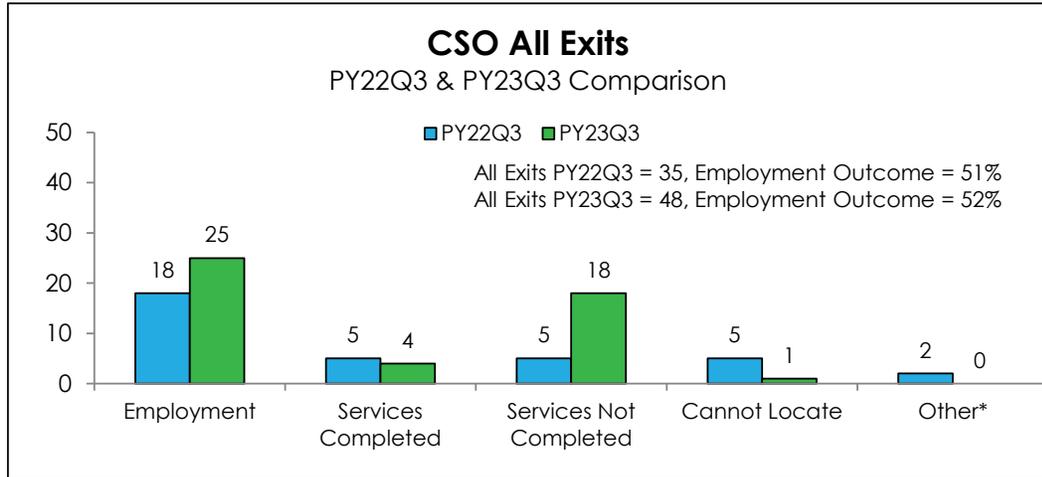


Other* PY22Q3: Institutionalized (1), Retirement (1)
(applies to All Exits) PY23Q3: N/A

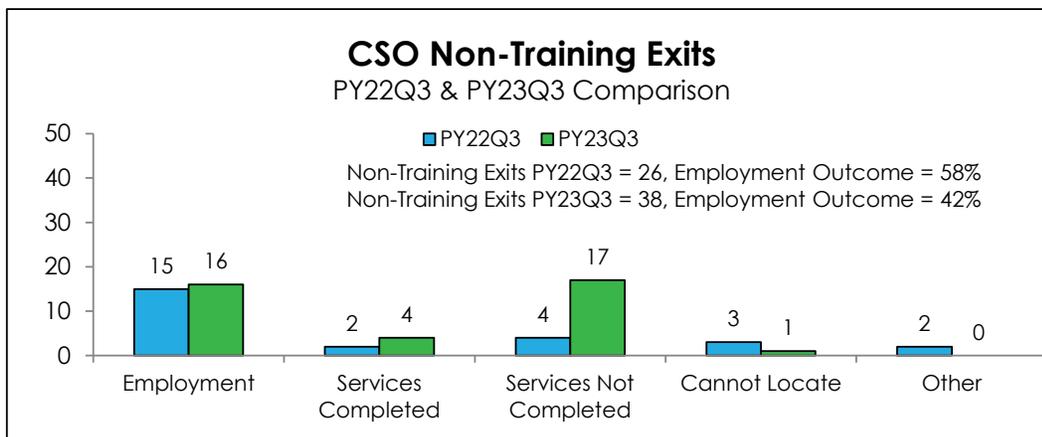
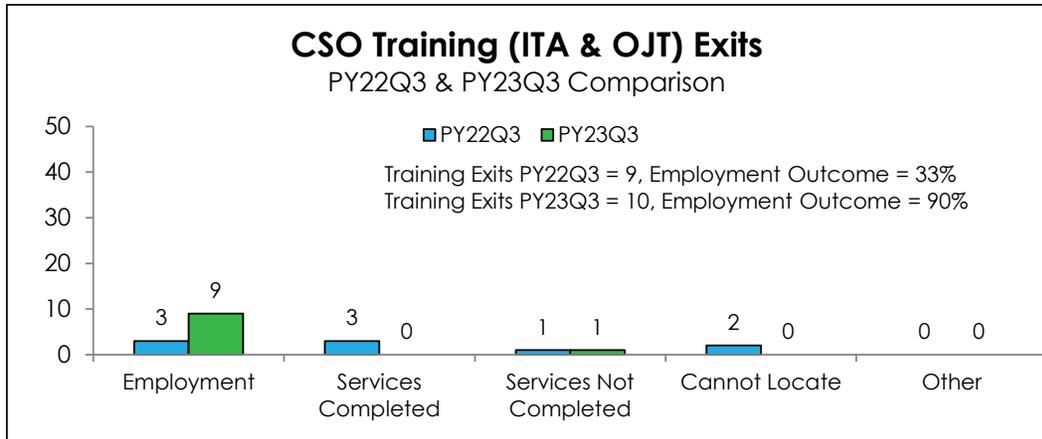
Adult/Dislocated Worker Outcomes Report PY22 Q3 and PY23 Q3 Comparison

January 1, 2023 - March 31, 2023 & January 1, 2024 - March 31, 2024

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.

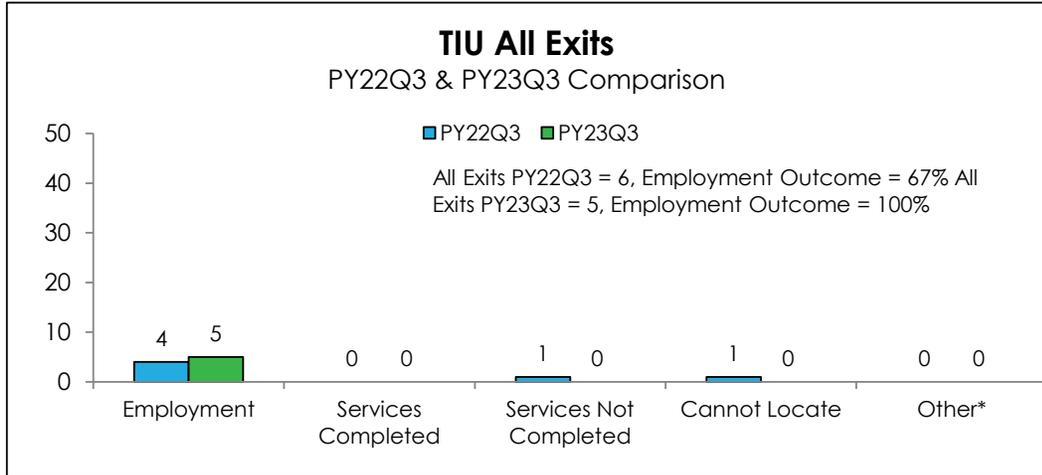


Other* PY22Q3: Institutionalized (1) Retirement (1)
(applies to All Exits) PY23Q3: N/A

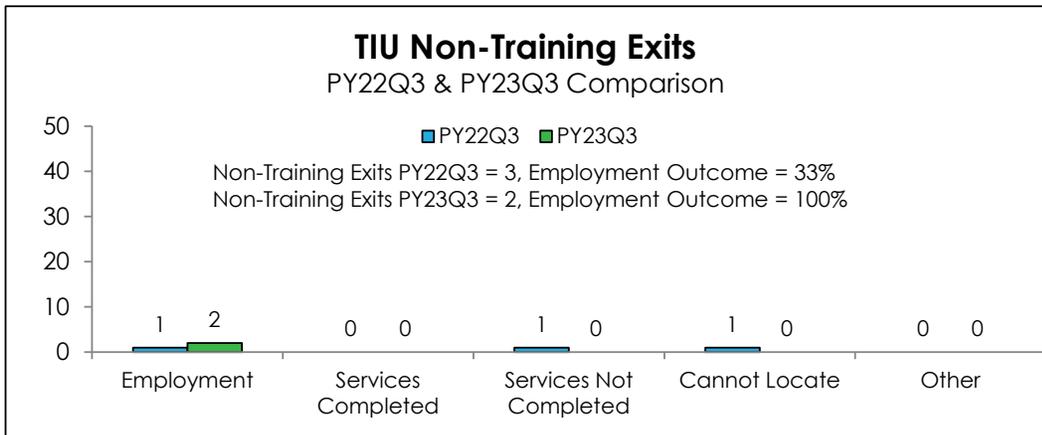
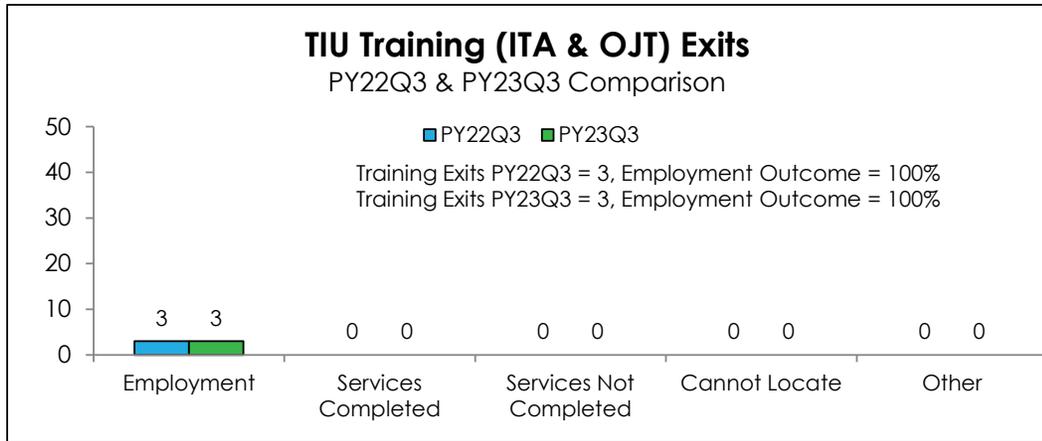
Adult/Dislocated Worker Outcomes Report PY22 Q3 and PY23 Q3 Comparison

January 1, 2023 - March 31, 2023 & January 1, 2024 - March 31, 2024

Tuscarora Intermediate Unit 11



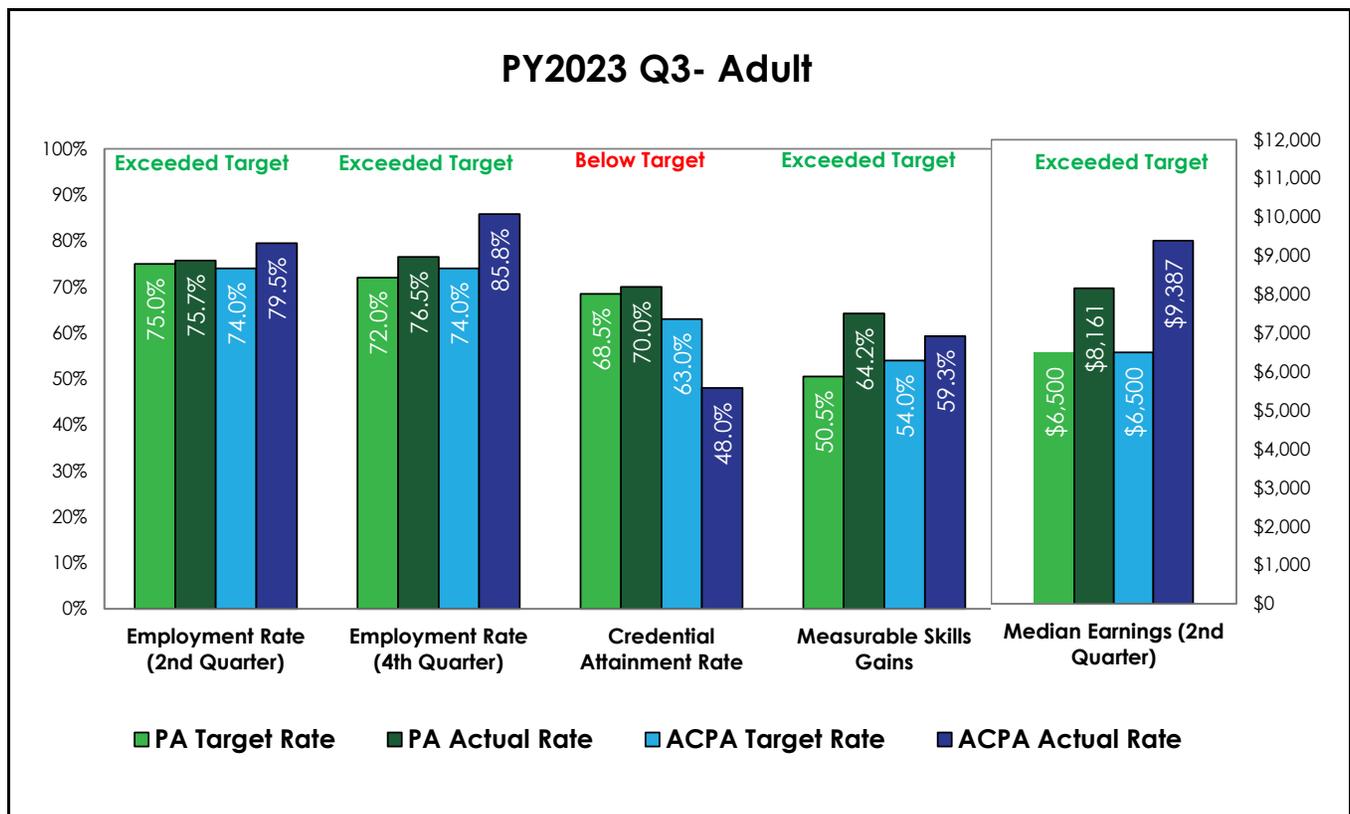
Breakdown between Adult and Dislocated Worker Participants based on accessing ITA (individual training account for classroom training) and/or OJT or not.



Other* PY22Q3: N/A
(applies to All Exits) PY23Q3: N/A

Common Measure Performance - Adult Program Year 2023 Q3

Performance Metric	Adult			
	Numerator Denominator	Actual	Negotiated	% of Goal
Employment Rate (2nd Quarter)	120 151	79.50%	74.00%	107.40%
Employment Rate (4th Quarter)	109 127	85.80%	74.00%	115.90%
Median Earnings (2nd Quarter)	- -	\$9,387	\$6,500	144.40%
Credential Attainment Rate	24 50	48.00%	63.00%	76.20%
Measurable Skill Gains	54 91	59.30%	54.00%	109.80%
Average Program Score				110.80%



Common Measure Definitions

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

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

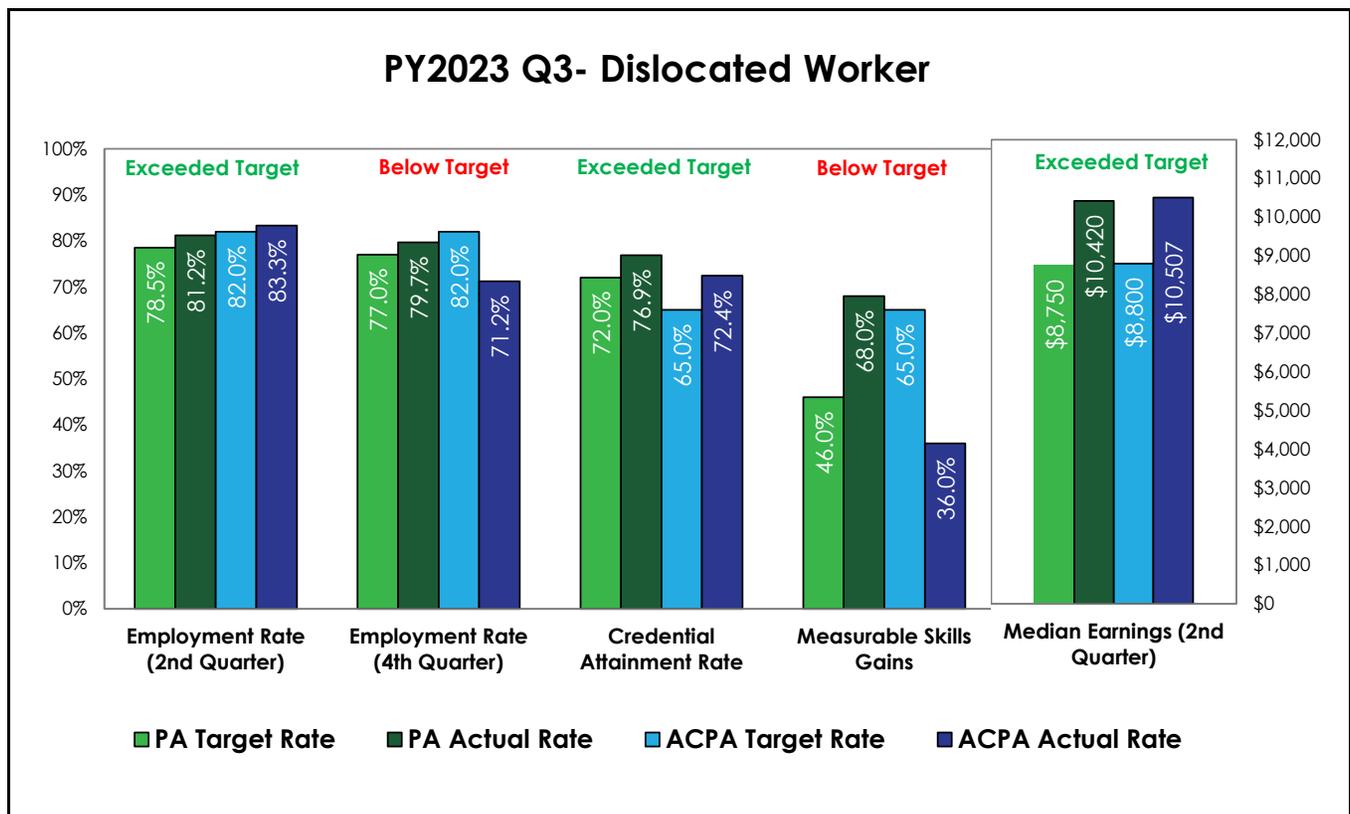
Credential Attainment Rate - % of participants who during participation or within one year from exit: 1) attain a high school diploma/equivalent along with employment or enrollment in postsecondary training, or 2) attained a postsecondary credential

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

Common Measure Performance - Dislocated Worker Program Year 2023 Q3

Performance Metric	Dislocated Worker			
	Numerator Denominator	Actual	Negotiated	% of Goal
Employment Rate (2nd Quarter)	20 24	83.30%	82.00%	101.60%
Employment Rate (4th Quarter)	42 59	71.20%	82.00%	86.80%
Median Earnings (2nd Quarter)	- -	\$10,507	\$8,800	119.40%
Credential Attainment Rate	21 29	72.40%	65.00%	111.40%
Measurable Skill Gains	9 25	36.00%	65.00%	55.40%
Average Program Score				94.90%



Common Measure Definitions

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

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

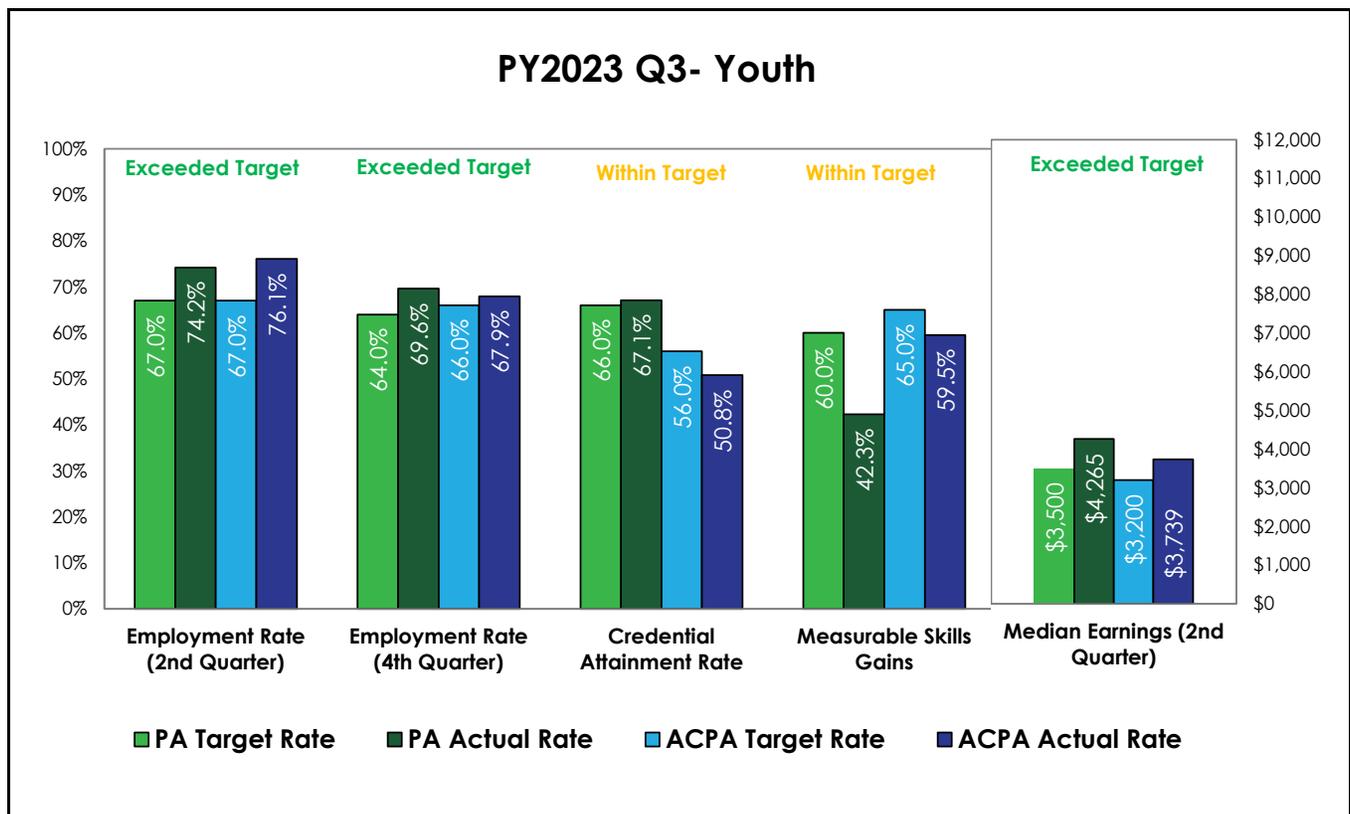
Credential Attainment Rate - % of participants who during participation or within one year from exit: 1) attain a high school diploma/equivalent along with employment or enrollment in postsecondary training, or 2) attained a postsecondary credential

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

Common Measure Performance - Youth Program Year 2023 Q3

Performance Metric	Youth			
	Numerator Denominator	Actual	Negotiated	% of Goal
Employment Rate (2nd Quarter)	108	76.10%	67.00%	113.60%
	142			
Employment Rate (4th Quarter)	131	67.90%	66.00%	102.90%
	193			
Median Earnings (2nd Quarter)	-	\$3,739	\$3,200	116.90%
	-			
Credential Attainment Rate	63	50.80%	56.00%	90.70%
	124			
Measurable Skill Gains	75	59.50%	65.00%	91.50%
	126			
Average Program Score				103.10%



Common Measure Definitions

Employment Rate (2nd Quarter) - % of participants in unsubsidized employment or education/training in the 2nd quarter after exit

Employment Rate (4th Quarter) - % of participants in unsubsidized employment or education/training in the 4th quarter after exit

Credential Attainment Rate - % of participants 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 Applauds 2024 Governor's Achievement Award Winner **JACKSON REED**

Jackson Reed was a high school sophomore attending Columbia-Montour Area Vocational Technical School when he joined the Bridges to the Future In-School-Youth program.

Jackson faced many barriers as a high school student, but he was determined, enthusiastic, and hard-working. He made the most of his time in the program, participating in career exploration activities, frequent meetings with his Workforce Specialist, Mark Hauck, and planning his post-high school career pathway. This led to an 8-week paid internship over the summer, just a few weeks after program enrollment, as a member of his school's maintenance team. Jackson completed his paid internship with flying colors, while simultaneously participating in a two-week long Camp STEAM event. The school's Maintenance Director was impressed with Jackson, saying he was one of the best students they have had in their paid internship position.



During his many meetings with Mark, Jackson indicated that he had an interest in a career in HVAC. Jackson was soon able to secure a spot in his school's cooperative education program, which he started the spring of his junior year, working with a local construction company. Over the course of 3 months participating in his co-op, Jackson's hourly wage increased from \$11 to \$16 per hour. Jackson participated in his co-op through the summer and fall, until an unfortunate incident at his worksite led to removal from his job and co-op. A set-back like that would cause most to feel defeated, but with encouragement from his family and Mark, Jackson got right back up and kept preparing for his future. He learned from his mistake, continued working toward high school graduation, and was able to secure a part-time job while finishing school.

Jackson decided during the spring of his senior year that he would like to pursue a career in the military. He enlisted in the United States Marine Corps. After graduating from high school in June 2023, Jackson left for Basic Training at Camp LeJeune, where he showed exceptional discipline and dedication to his country. Since being enlisted, Jackson has served as a Junior Recruiter and is currently serving active duty in Pensacola Florida, where he works and trains in the communications field. Jackson is a shining example of how to overcome barriers and not give up on yourself. Mark describes Jackson as having a good attitude, never giving up, and always learning from his mistakes.

Local Elected Official Board Joint Meeting Action Items June 19, 2024

1. Motion to approve the minutes from the March 20, 2024 joint WDB/LEO Board meeting.

Motion:

Second:

2. Motion to approve Advance Central PA's Fiscal Year 2025 Operating Budget.

Motion:

Second:

3. Motion to approve Advance Central PA's Fiscal Year 2025 Central Region Budget.

Motion:

Second:

Fiscal Year 2024 Competitive Funding Portfolio As of June 4, 2024

GRANTS CARRIED OVER FROM FY23

Program/Project Name & Funding Information	Funding Available	Grant Objectives
<p>PASmart Next Generation Sector Partnerships (2019/2020)</p> <p>PA Dept. of Labor & Industry</p> <p>January 1, 2019 – June 30, 2022 (Extension through June 30, 2024)</p>	\$112,162	<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.
<p>PASmart Next Generation Industry Partnerships (2020/2021)</p> <p>PA Dept. of Labor & Industry</p> <p>July 1, 2019 – June 30, 2022 (Extended through June 30, 2025)</p>	\$235,332	<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.
<p>PASmart Next Generation Industry Partnerships (2020/2021)</p> <p>PA Dept. of Labor & Industry</p> <p>July 1, 2019 – June 30, 2022 (Extended through June 30, 2025)</p>	\$229,562	<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.
<p>Appalachian Regional Commission Partnership for Opportunity and Workforce and Economic Revitalization (POWER) Initiative</p> <p>Appalachian Regional Commission</p> <p>October 2020- September 2023 (Extended through September 30, 2024)</p>	\$531,280	<p>CPWDC in partnership with Geisinger and SEDA-COG will provide solutions to address the opioid crisis in Central PA.</p> <ul style="list-style-type: none"> • 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.
<p>Business Education Partnership (PY21)</p> <p>PA Dept. of Labor & Industry</p> <p>February 1, 2022 – December 31, 2023 (Extended through June 30, 2024)</p>	\$100,859	<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

Program/Project Name & Funding Information	Funding Available	Grant Objectives
		<p>with understanding of business needs and expectations for bright career opportunities.</p> <ul style="list-style-type: none"> • Develop unique networking events designed to allow a small group of students and their families to intentionally and meaningfully network over dinner with local business leaders to increase awareness of local career pathway opportunities and make connections between students, their guardians, and businesses.
<p>Business Education Partnership (PY22)</p> <p>PA Dept. of Labor & Industry, Bureau of Workforce Development Administration</p> <p>June 1, 2023 - August 31, 2024</p>	<p>\$146,837</p>	<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.
<p>PAsmart Apprenticeship Grant</p> <p>PA Dept. of Labor & Industry</p> <p>January 1, 2022 – June 30, 2024 (Extended through June 30, 2025)</p>	<p>\$273,379</p>	<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. (Note: Effective 11/9/23 per guidance from the PA Dept. of Labor & Industry, Solar PV Installer may not be pursued.) • 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.
<p>PREP Pennsylvania Free Enterprise Week (PFEW)</p> <p>PA Dept. of Community and Economic Development</p> <p>July 1, 2022– June 30, 2023 (Extended through December 31, 2023)</p>	<p>\$22,334 (as part of larger grant submitted by SEDA-COG)</p>	<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/Project Name & Funding Information	Funding Available	Grant Objectives
<p>Manufacturing-to-Career Grant Program</p> <p>PA Dept. of Community and Economic Development</p> <p>August 1, 2022 – June 30, 2024</p>	\$14,550	<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.
<p>Apprenticeship Building America</p> <p>PA Dept. of Labor & Industry Apprenticeship & Training Office</p> <p>January 1 2023 – March 31, 2026</p>	\$181,537	<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.

NEW GRANTS SECURED

Program/Project Name & Funding Information	Funding Available	Grant Objectives
<p>WIOA Statewide Activity Projects – Regional Analysis</p> <p>PA Dept. of Labor & Industry</p> <p>July 1, 2023 – June 30, 2024</p>	\$50,000	<ul style="list-style-type: none"> • Procure an independent firm to perform and comprehensively report on an assessment of regional training needs and gaps.
<p>WIOA Statewide Activity Projects – Outreach Coordinator</p> <p>PA Dept. of Labor & Industry</p> <p>July 1, 2023 – June 30, 2024</p>	\$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.
<p>WIOA Statewide Activity Projects – Enhancements to Better Serve People with Barriers</p> <p>PA Dept. of Labor & Industry</p> <p>July 1, 2023 – June 30, 2024</p>	\$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 across the Region.
<p>Engage!</p> <p>PA Dept. of Community and Economic Development</p> <p>July 1, 2023– June 30, 2024</p>	\$15,200 (as part of larger grant submitted by SEDA-COG)	<ul style="list-style-type: none"> • As a partner in the grant, Advance Central PA and TIU business services staff will conduct interviews of C-Suite executives from a minimum of 15 companies to discuss each company's needs and match them with solutions for economic stability and/or growth.
<p>Industry Partnerships</p>	\$150,000	<ul style="list-style-type: none"> • Supports the development/launch of an Industry Partnership for Agriculture.

Program/Project Name & Funding Information	Funding Available	Grant Objectives
PA Dept. of Labor & Industry January 1, 2024 – June 30, 2025		<ul style="list-style-type: none"> Includes funds for incumbent worker training. Goals include: improved worker retention, increased prosperity, increased job quality, and expansion of the partnership members' employee base to include marginalized populations with barriers.
Industry Partnerships PA Dept. of Labor & Industry January 1, 2024 – June 30, 2025	\$175,000	<ul style="list-style-type: none"> Supports the development/launch of an Industry Partnership for the Building & Construction sector. Includes funds for incumbent worker training. Goals include: improved worker retention, increased prosperity, increased job quality, and expansion of the partnership members' employee base to include marginalized populations with barriers.
Disaster Recovery National Dislocated Worker Grant to Address The Opioid Crisis US Dept. of Labor Employment & Training Administration	\$1,211,675 (as part of larger grant submitted by PA Dept. of Labor & Industry)	<ul style="list-style-type: none"> Supports provision of workforce employment and training services to dislocated workers impacted by opioid use, addiction, and overdose. ITAs that lead to eligible HPO's that can positively impact the opioid epidemic with scholarships up to \$20,000 each; in addition to above targeted population, these ITAs are open to any dislocated worker. Funds four (4) Title I Career Coach staff (1 new hire) and two (2) Wellness Coaches (both new hires.)

GRANTS SUBMITTED

Program/Project Name & Funding Information	Funding Requested	Grant Objectives
NA		

GRANTS BEING EXPLORED

Funding Source/Grant Name	Funding to be Requested	Grant Details
USDOL Workforce Opportunity for Rural Communities (WORC Grant) Applications due 6/20/24	TBD	\$49.2 million available for grants ranging from \$150,000 - \$1.5 million; maximum of 35 grantees nationally. Eligible entities must be in Appalachian, Delta, and Northern Border Regions. Funds can be used for training and employment programs that result in a minimum starting wage of \$15/hour. Funds can be used to overcome barriers impacting rural areas like transportation and childcare.

GRANTS NOT FUNDED

Funding Source/Grant Name	Funding to be Requested	Grant Details
Distressed Area Recompete Pilot Program – Strategy Development US Economic Development Administration Performance Period: 3 years after date of award	\$362,550	Funds will be used to support continued intentional cross-sector collaboration with partners across Union County to develop a holistic prime-age (25-54 years old) employment gap strategy to create a prosperous economy for future generations. Note: Over 500 applications were received for this competitive grant.

Distressed Area Recompete Pilot Program – Phase 1 Plan Approval	\$17,123,000	Submitted along with the Strategy Development grant application above, this application could lead to being selected as one of 20 applicants who will enter Phase 2 where final selection of 4-8 grant candidates will be awarded funding to implement strategies to increase the employment of prime-age (25-54 years old) individuals. Funds will be used to support infrastructure, childcare, transportation, other barrier remediation needs, and training.
US Economic Development Administration		
Performance Period: 5 years after date of award		



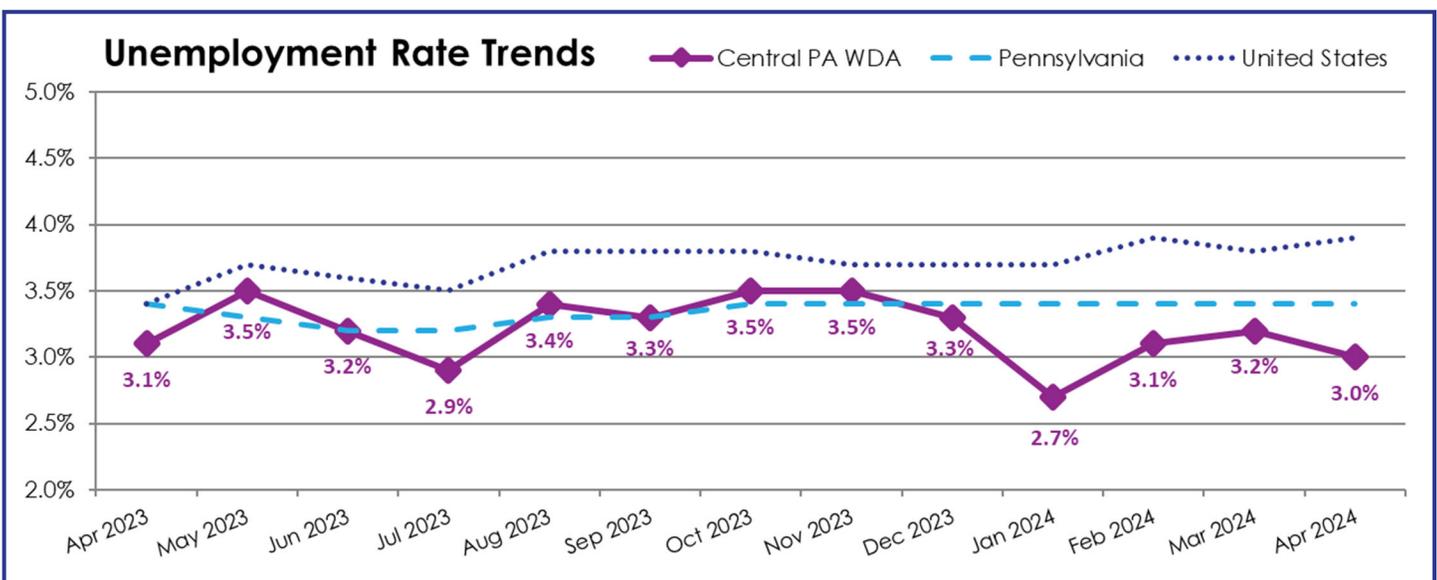
This report provides an overview of the labor market conditions in the Central Workforce Development Area (WDA), which includes Centre, Clinton, Columbia, Lycoming, Mifflin, Montour, Northumberland, Snyder, and Union Counties. In April 2024, the labor force grew while the employed population increased and the unemployed population decreased, resulting in a lower unemployment rate over the last month.

Civilian Labor Force	
305,700	
Monthly Change	Annual Change
↑ 700	↑ 5,000

Employed Population	
296,500	
Monthly Change	Annual Change
↑ 1,200	↑ 5,000

Unemployed Population	
9,200	
Monthly Change	Annual Change
↓ -400	— 0

Unemployment Rates			
Region	April 2024	Monthly Change	Annual Change
Centre County	2.6%	↔	↓
Clinton County	3.7%	↓	↓
Columbia County	3.5%	↓	↔
Lycoming County	3.3%	↔	↓
Mifflin County	3.4%	↓	↓
Montour County	2.5%	↓	↓
Northumberland County	3.9%	↔	↑
Snyder County	3.4%	↔	↑
Union County	2.8%	↓	↑
Central WDA	3.0%	↓	↓
Pennsylvania	3.4%	↔	↔
United States	3.9%	↑	↑



April 2024 Preliminary Seasonally Adjusted Data (Downloaded May 2024)

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.

This report provides a detailed overview of the labor market conditions for the nine counties that comprise the Central Workforce Development Area (WDA).

Civilian Labor Force					
Region	April 2024	Monthly Change		Annual Change	
Centre County	82,000	↑	200	↑	2,000
Clinton County	17,700	↑	100	↑	300
Columbia County	35,200	↑	200	↑	800
Lycoming County	56,100	↑	200	↑	700
Mifflin County	21,700	↑	100	↑	300
Montour County	9,600	↑	100	↑	200
Northumberland County	43,200	↑	100	↑	500
Snyder County	19,400	↓	-500	↓	-500
Union County	20,300	↑	100	↑	400
Central WDA	305,700	↑	700	↑	5,000
Pennsylvania	6,596,000	↑	17,000	↑	88,000
United States	167,982,000	↑	87,000	↑	1,304,000

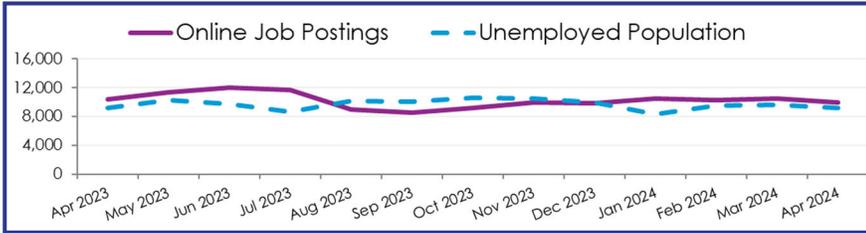
Region	Employed Population				Unemployed Population					
	April 2024	Monthly Change		Annual Change		April 2024	Monthly Change		Annual Change	
Centre County	79,900	↑	200	↑	2,000	2,100	↔	0	↓	-100
Clinton County	17,000	↑	100	↑	300	700	↔	0	↔	0
Columbia County	34,000	↑	200	↑	800	1,200	↓	-100	↔	0
Lycoming County	54,300	↑	200	↑	900	1,800	↔	0	↓	-100
Mifflin County	21,000	↑	200	↑	400	700	↓	-100	↔	0
Montour County	9,400	↑	100	↑	300	200	↔	0	↔	0
Northumberland County	41,500	↑	100	↑	400	1,700	↔	0	↑	100
Snyder County	18,700	↓	-500	↓	-600	700	↔	0	↑	100
Union County	19,700	↑	100	↑	300	600	↔	0	↑	100
Central WDA	296,500	↑	1,200	↑	5,000	9,200	↓	-400	↔	0
Pennsylvania	6,373,000	↑	17,000	↑	87,000	223,000	↔	0	↑	1,000
United States	161,491,000	↑	25,000	↑	529,000	6,492,000	↑	63,000	↑	777,000

April 2024 Preliminary Seasonally Adjusted Data (Downloaded May 2024)

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.



In April 2024, there were 9,200 unemployed jobseekers in the Central WDA who are eligible and actively searching for employment. If every individual filled an online job posting, 700 postings would remain unfilled.



Online Job Postings	
9,900	
Monthly Change	Annual Change
↓ -560	↓ -492

Occupational Grouping	Online Job Postings April 2024	Unemployed February 2024
Healthcare Practitioners and Technical Occupations	2,246	178
Management Occupations	828	748
Sales and Related Occupations	765	575
Office and Administrative Support Occupations	618	932
Educational Instruction and Library Occupations	578	110
Healthcare Support Occupations	525	330
Transportation and Material Moving Occupations	494	1,274
Installation, Maintenance, and Repair Occupations	454	439
Unclassified Occupation	428	0
Business and Financial Operations Occupations	424	247
Community and Social Service Occupations	362	91
Architecture and Engineering Occupations	318	152
Food Preparation and Serving Related Occupations	278	520
Production Occupations	276	1,101
Computer and Mathematical Occupations	267	204
Life, Physical, and Social Science Occupations	256	97
Arts, Design, Entertainment, Sports, and Media Occupations	200	144
Construction and Extraction Occupations	191	2,647
Building and Grounds Cleaning and Maintenance Occupations	134	861
Personal Care and Service Occupations	97	164
Protective Service Occupations	92	133
Farming, Fishing, and Forestry Occupations	38	204
Legal Occupations	33	20
Military-only occupations	2	1

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.



Top Occupations

Unique Job Postings - Advertised Wage

Registered Nurses	647	\$50.09
Retail Salespersons	331	\$15.94
Postsecondary Teachers	235	\$32.92
Heavy and Tractor-Trailer Truck Drivers	220	\$34.89
Licensed Practical and Licensed Vocational Nurses	207	\$26.22
Home Health and Personal Care Aides	159	\$14.95
Physical Therapists	157	\$46.65
First-Line Supervisors of Retail Sales Workers	148	\$21.97
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	148	\$20.62
Nursing Assistants	133	\$19.26

Top Industries

Unique Job Postings

Educational Services	2,083
Health Care and Social Assistance	2,039
Administrative and Support and Waste Management and Remediation Services	844
Retail Trade	834
Public Administration	642
Manufacturing	440
Professional, Scientific, and Technical Services	387
Accommodation and Food Services	262
Transportation and Warehousing	216
Finance and Insurance	213

Top Employers

Unique Job Postings

Pennsylvania State University	1,748
Geisinger Health System	887
Commonwealth Of Pennsylvania	445
University of Pittsburgh Medical Center	161
Weis Markets	157
BAYADA Home Health Care	122
Georgia College	108
Encompass Health	102
Bucknell University	76
Walmart	72

Top Skills

- Communication
- Management
- Customer Service
- Operations
- Research
- Leadership
- Sales
- Detail Oriented
- Planning
- Writing

Top Qualifications

- Valid Driver's License
- Registered Nurse (RN)
- Basic Life Support (BLS) Certification
- Cardiopulmonary Resuscitation (CPR) Certification
- Licensed Practical Nurse (LPN)
- Commercial Driver's License (CDL)
- Certified Nursing Assistant (CNA)
- Nurse Practitioner (APRN-CNP)
- Advanced Cardiovascular Life Support (ACLS) Certification
- Top Secret-Sensitive Compartmented Information (TS/SCI Clearance)

Source: Lightcast, 2024.2 • Updated: May 2024

Advertised wage is the median hourly wage associated with the online job posting occupation.

County	
Chester County	2.4%
Montour County	2.5%
Adams County	2.6%
Centre County	2.6%
Lancaster County	2.6%
Montgomery County	2.7%
Cumberland County	2.8%
Franklin County	2.8%
Lebanon County	2.8%
Perry County	2.8%
Union County	2.8%
Bucks County	2.9%
Butler County	2.9%
Fulton County	2.9%
Susquehanna County	2.9%
Blair County	3.0%
Delaware County	3.0%
York County	3.0%
Bradford County	3.1%
Allegheny County	3.2%
Dauphin County	3.2%
Juniata County	3.2%
Northampton County	3.2%
Bedford County	3.3%
Elk County	3.3%
Lehigh County	3.3%
Lycoming County	3.3%
Washington County	3.3%
Berks County	3.4%
Crawford County	3.4%
Lackawanna County	3.4%
Mifflin County	3.4%
Snyder County	3.4%
Westmoreland County	3.4%
Carbon County	3.5%
Clearfield County	3.5%
Columbia County	3.5%
Erie County	3.5%
Wyoming County	3.5%
Beaver County	3.6%
Tioga County	3.6%
Warren County	3.6%
Wayne County	3.6%
Armstrong County	3.7%
Clinton County	3.7%
Jefferson County	3.7%
Mercer County	3.7%
McKean County	3.8%
Schuylkill County	3.8%
Venango County	3.8%
Cambria County	3.9%
Greene County	3.9%
Northumberland County	3.9%
Clarion County	4.0%
Indiana County	4.0%
Somerset County	4.0%
Huntingdon County	4.1%
Luzerne County	4.1%
Monroe County	4.1%
Philadelphia County	4.1%
Sullivan County	4.1%
Lawrence County	4.2%
Pike County	4.2%
Potter County	4.3%
Cameron County	4.4%
Fayette County	4.5%
Forest County	4.5%

Workforce Development Area (WDA)	
Chester County WDA	2.4%
Lancaster County WDA	2.6%
Montgomery County WDA	2.7%
Bucks County WDA	2.9%
South Central WDA	2.9%
Central WDA	3.0%
Delaware County WDA	3.0%
Northern Tier WDA	3.1%
Three Rivers WDA	3.2%
Tri-County WDA	3.2%
Southwest Corner WDA	3.3%
Berks County WDA	3.4%
Lackawanna County WDA	3.4%
Lehigh Valley WDA	3.4%
Northwest WDA	3.4%
Southern Alleghenies WDA	3.4%
North Central WDA	3.5%
Westmoreland-Fayette WDA	3.5%
Pocono Counties WDA	3.8%
West Central WDA	3.8%
Luzerne-Schuylkill WDA	4.0%
Philadelphia County WDA	4.1%

For Comparison Purposes	
Pennsylvania	3.4%
United States	3.9%

Seasonally adjusted, preliminary data provided by the Center for Workforce Information and Analysis (CWIA), PA Department of Labor and Industry (May 2024). CWIA is not liable for the content as presented nor does CWIA necessarily endorse the statements made herein.

2024 MEETING SCHEDULE

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

February 9 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
March 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
April 12 <i>Second Friday</i>	Executive Committee Cancelled
May 10 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
June 19 <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 9 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
September 18 <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 11 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
November 8 <i>Second Friday</i>	Executive Committee 10:00 a.m. to Noon
December 18 <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

Michele Foust, Chairperson
Glenn O. Hawbaker, Inc.

Vice Chairperson
Vacant

Jim Stopper, Treasurer
Evangelical Community Hospital

Dave Zartman, Immediate Past Chairperson
Zartman Construction

Jay Alexander
Wayne Township Landfill

Sue Auman
Union-Snyder Community Action Agency

Jamie Aurand
Lock Haven Rehabilitation & Senior Living

Jim Beamer
IBEW, Local #812

Talia Beatty
UPMC

Kenneth Chappell
Lycoming/Tioga County Assistance Office

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

Beth Gilmore
Kish Bank

Dean Girton
Girton Manufacturing Company

Jonah Howe
PPL Electric Utilities

Bruce Jones
*Bureau of Workforce Partnership &
Operations*

Keith Koppenhaver
IUOE, Local #66

Lynn Kuhns
Apex Homes of PA, LLC

Zollie Rayner
AFSCME Labor Union

Jonathan Ritter
Playworld

Stephanie Servose
Geisinger

Steve Stumbris
*Bucknell University Small Business
Development Center*

Susan Swartz
Office of Vocational Rehabilitation

Todd Taylor
*Central PA Institute of Science &
Technology*

Jenna Witherite
Central Intermediate Unit 10

Local Elected Official Board (LEO) Membership

Commissioner Robert Postal, Chairperson
Mifflin County

Commissioner David Kovach, Vice Chairperson
Columbia County

Commissioner Steven Dershem
Centre County

Commissioner Mark Mussina
Lycoming County

Commissioner Angela Harding
Clinton County

Commissioner Chuck Steininger
Snyder County

Commissioner Rebecca Dressler
Montour County

Commissioner Stacy Richards
Union County

Commissioner Joe Klebon
Northumberland County

Standing Committees of the Workforce Development Board

Executive Committee

Michele Foust, Chair
Dave Zartman, Immediate Past Chair
Jay Alexander
Jamie Aurand
Jim Beamer
Kenneth Chappell
Dean Girton
Rob Postal *
Jon Ritter
Jim Stopper

Staff Contact: Erica Mulberger

Audit/Finance Committee

Jim Stopper, Chair
Jamie Aurand
Dean Girton
Susan Swartz
Todd Taylor
Angela Harding*
Stacy Richards*

Staff Contact: Brooke Gessner

Governance Committee

Dean Girton, Chair
Angela Harding*
Rob Postal*

Staff Contact: Erica Mulberger

* LEO Board Member

^ Non-WDB/LEO Board Member

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

Dave Zartman, Chair
Jamie Aurand
Jay Alexander
Michele Foust

Staff Contact: Erica Mulberger

Policy & Performance Committee

Jim Beamer, Chair
Talia Beatty
Beth Gilmore
Zollie Rayner
Todd Taylor

Staff Contact: Marca O'Hargan

Youth Committee

Jon Ritter, Chair
Jonah Howe
Stephanie Servose
Jenna Witherite

Staff Contact: Allison Grose

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

Amy Keefer, Fiscal 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. akeefer@AdvanceCentralPA.org

Operations Department

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

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

Allison Grose, 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. agrose@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

Kristie Swetts, 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. kswetts@AdvanceCentralPA.org

Vacant, 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.

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.

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