



**Advance  
Central PA**  
Linking People & Business

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

September 17, 2025

Union County Government Center  
Lewisburg, Pennsylvania

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

## Agenda

Union County Government Center, Lewisburg  
Wednesday, September 17, 2025 10:00 a.m.

10:00 – 10:10	<b>Call to Order, Welcome, and Introduction of Guests</b>	Michele Foust & Rob Postal
10:10 – 10:15	<b>Public Comment</b>	
10:15 – 10:25	<b>PA CareerLink® Awareness Day Update</b>	Jamison Bond, Judy Fitzgerald, & Rachael Ulmer
10:25 – 11:05	<b>PPL Presentation</b>	Shelby Linton-Keddie
11:05 – 11:40	<b>WDB and LEO Board Action Items</b>	Michele Foust & Rob Postal
	<ul style="list-style-type: none"> <li>• <b>WDB Non-Consent Agenda &amp; Committee Reports</b> <ul style="list-style-type: none"> <li>– Action Needed: Approval of Consent Agenda</li> <li>– Action Needed: Approval of Program Year 2025 - 2028 Local Plan                             <ul style="list-style-type: none"> <li>○ Audit/Finance</li> <li>○ EARN</li> <li>○ Governance                                     <ul style="list-style-type: none"> <li>– Action Needed: Approve amended Local Elected Officials and CPWDC Partnership Agreement</li> </ul> </li> <li>○ Personnel</li> <li>○ Policy &amp; Performance</li> <li>○ Youth</li> </ul> </li> </ul> </li> <li>• <b>LEO Board Action Items</b> <ul style="list-style-type: none"> <li>– Action Needed: Approval of June 18, 2025 meeting minutes</li> <li>– Action Needed: Approval of Program Year 2025 – 2026 Local Plan Submission</li> <li>– Action Needed: Approve amended Local Elected Officials and CPWDC Partnership Agreement</li> </ul> </li> </ul>	
11:40 – 11:50	<b>Executive Director's Update</b>	Erica Mulberger
11:50 – 11:55	<b>Open Discussion</b>	
11:55	<b>Date of Next Meeting</b>	Michele Foust

- Executive Committee – October 10, 2025 at 10:00 a.m.
- LEO Board Meeting – December 17, 2025 at 9:00 a.m. - 9:30 a.m.
- WDB/LEO Board Joint Meeting – December 17, 2025 at 10:00 a.m. - 12:00 p.m.

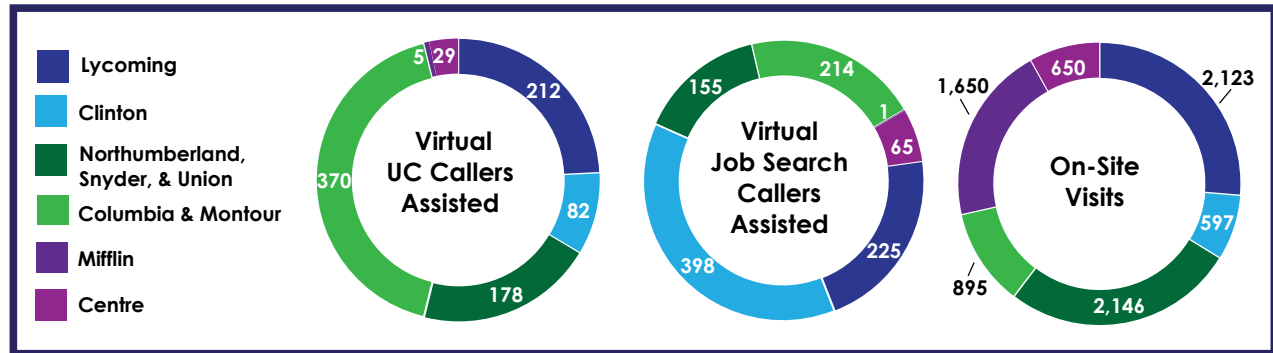
12:00

**Adjournment**

Michele Foust & Rob  
Postal

# PA CareerLink® Jobseeker Services

## Q2 2025: April - June

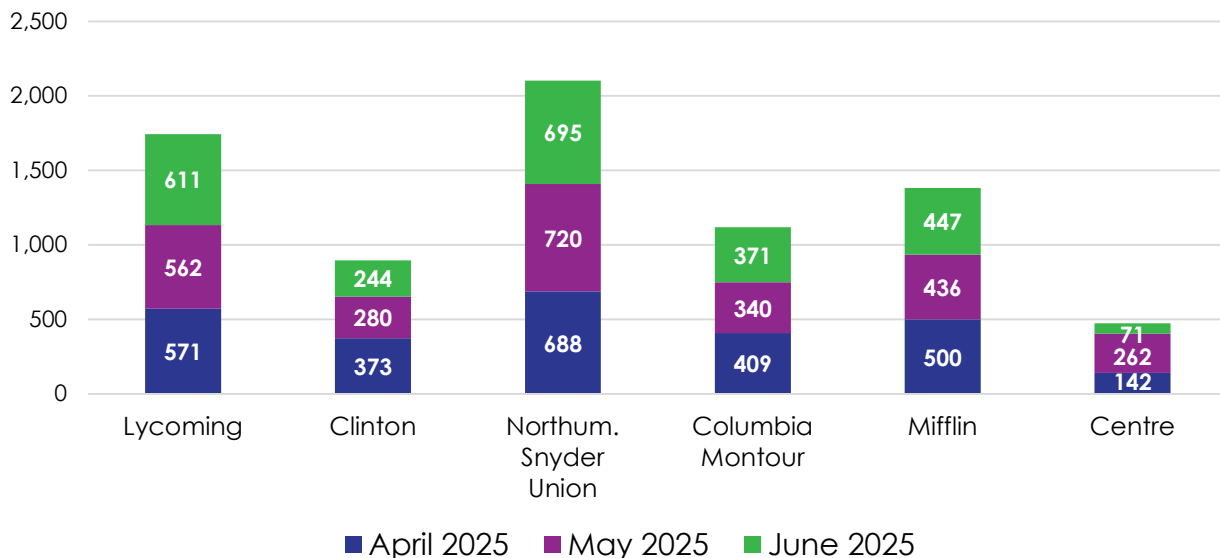


Includes on-site and virtual services

**Total Workshops Offered: 150**  
**Total Workshop Attendance: 886**  
**Total Services Provided: 30,098**  
**Unique Quarterly Participants: 5,681**

Includes on-site and virtual services

### Total Unique Participants Served By Month



# PA CareerLink® Business Solutions

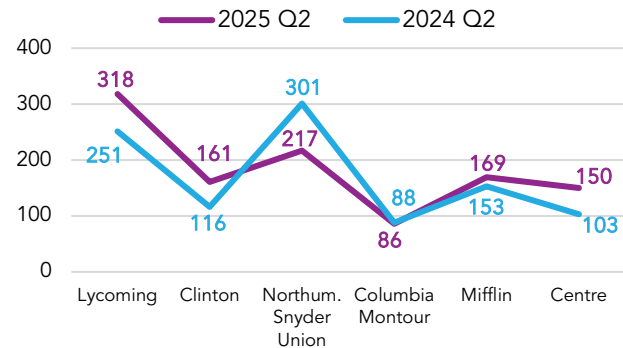
Q2 2025: April - June

## Employer Services Overview

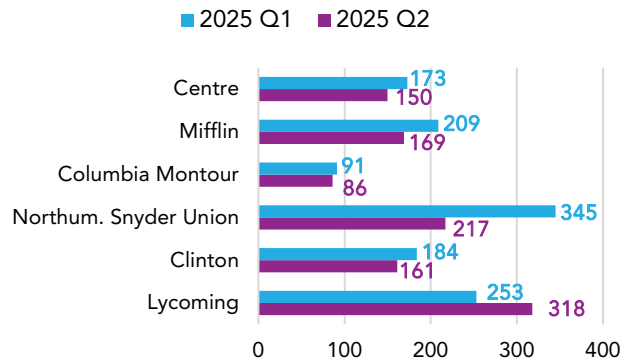
### Business Services Highlights



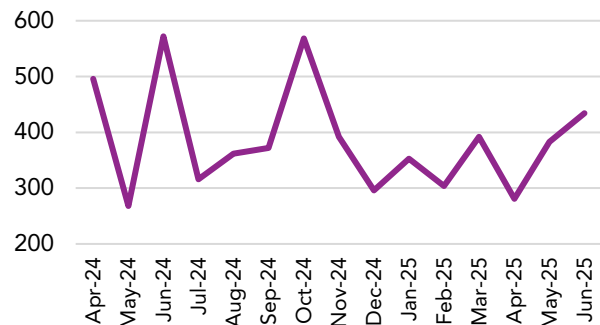
### Businesses Served: Annual Comparison



### Businesses Served: Quarter Comparison



### Staff-Assisted Job Openings Posted



### Top 3 Industries Served

1. Manufacturing
2. Health Care and Social Assistance
3. Public Administration

*Based on total services provided*

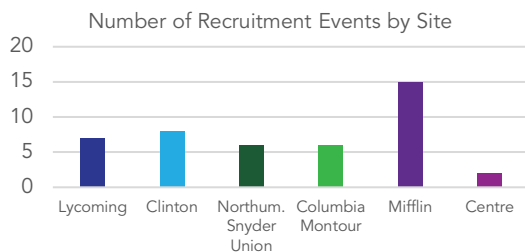
# PA CareerLink® Business Solutions

Q2 2025: April - June

## Employer Event Highlights

### Recruitment Events

44 on-site recruitment events served 121 employers and 729 jobseekers.



### Job Fairs

7 job fairs connected 291 employers with 892 jobseekers.

Events included:

- Centre County Spring Job Fair (78 employers, 283 jobseekers)
- Clinton County Spring Job Fair (49 employers, 103 jobseekers)
- Columbia/Montour Spring Job Fair (22 employers, 70 jobseekers)
- Lycoming County Spring Job Fair (42 employers, 115 jobseekers)
- Mifflin County Spring Job Fair (34 employers, 118 jobseekers, 3 training providers)
- NSU Spring Job Fair (37 employers, 122 jobseekers)
- NSU and Berks Technical Institute Job Fair (29 employers, 81 jobseekers)

### Employer Seminars

5 regional employer seminars were attended by 53 total employers.

Topics included:

- Career Fair Best Practices
- Employment Law Updates
- Unemployment Compensation 101
- Understanding the Americans with Disabilities Act (ADA)

### Student Events

9 student events occurred connecting 75 employers with 1,215 youth.

## Rapid Response Events

Company	Bonham's Nursing Home	Merck	Merck
PA CareerLink® County	Col/Mon	NSU	NSU
Rapid Response Date	4/3/2025	4/16/2025	4/17/2025
Workers Affected	69	48	48
Workers at RR Event	14	13	15
Layoff/Closure	Closure	Closure	Closure
Status	Permanent	Permanent	Permanent

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

## **Joint Meeting Minutes**

**June 18, 2025**

Advance Central PA's Workforce Development Board (WDB) and Local Elected Official (LEO) Board held a joint meeting on Wednesday, June 18, 2025, at Playworld in Lewisburg, PA.

### WDB Members Attending

Jay Alexander  
Jamie Aurand  
Jim Beamer  
Kenneth Chappell  
Misty Dion  
Michele Foust  
Beth Gilmore  
Dean Girton  
Jonah Howe  
Bruce Jones  
Keith Koppenhaver  
Zollie Rayner  
Jonathan Ritter  
Stephanie Servose  
Jenna Witherite  
Dave Zartman

### LEO Board Members Attending

Steven Dershem  
Rebecca Dressler  
Joe Klebon  
David Kovach  
Robert Postal  
Stacy Richards  
Jeffrey Snyder  
Chuck Steininger

### WDB Staff Attending

Jamison Bond  
Brooke Gessner  
Allison Grose  
Amy Keefer  
Korrie Lucas  
Jamie Mercaldo  
Erica Mulberger  
Patrick O'Connor  
Marca O'Hargan  
Gabi Randall  
Rachael Ulmer  
Kelly Walter  
Morgan Whitteker

### WDB Members Excused

Talia Beatty  
Lynn Kuhns  
Steve Stumbris  
Susan Swartz  
Todd Taylor  
Susie Weller

### LEO Board Members Excused

Angela Harding  
Mark Mussina

### Guests Attending

Lenair Ahlum  
Megan Bair  
Kristi Brawley  
Joanne Cashman  
David Christman  
Jon DeWald  
Judy Fitzgerald  
Representative Joe Hamm  
Angelic Hardy  
Juliet Harshbarger  
Erik Houser  
Cheryl Johnson  
Ann Kaufman  
Mike Kuziak  
Derek Reber  
Michaelene Shirey  
Katherine Vastine  
Daniel Wagner  
Jill Walter

## Call to Order and Welcome

Shelly Foust, Workforce Development Board Chairperson, called the meeting to order at 10:02 am with a quorum present.

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. She welcomed guests Julie Harshbarger from US Senator David McCormick's office and Ann Kaufman from US Representative Glenn Thompson's office.

Commissioner Rob Postal, LEO Chairperson, also welcomed the legislative guests to the meeting and greeted his fellow Commissioners, confirming a quorum. Commissioner Postal announced that six WDB members were each reappointed for a three-year term during the Annual Meeting of Members: Kenneth Chappell, Keith Koppenhaver, Zollie Rayner, Jonathan Ritter, Susan Swartz and Jenna Witherite. He thanked them for their dedication.

Jon Ritter welcomed everyone to Playworld and went over housekeeping notes given the active manufacturing environment.

## Invitation for Public Comments

There were none.

## PA CareerLink® Operator Update

Cheryl Johnson shared an update from the Operator.

Throughout the quarter staff have continued to plan and implement innovative outreach efforts, designing events to engage a wide range of individuals and employers. Rapid Response events were held, including to support employees from Merck Pharmaceuticals and Bonham's Nursing Home. The region also hosted a series of successful job and career fairs. Highlights include the Centre County Spring 2025 Job Fair, which saw a 67% increase in attendance over the previous year, and the Clinton Spring Job Fair, which drew nearly 130 job seekers. Other fairs in Columbia/Montour, Lycoming, Mifflin, and NSU attracted strong participation from both employers and job seekers, with positive feedback reported across the board.

Additional outreach included growing bi-weekly recruitment events, averaging 7–9 employers and 20–30 job seekers per event, resulting in multiple hires. After-hours recruitment events, such as one for the Department of Corrections at SCI Coal Township, drew 41 attendees and led to several on-site job offers.

The PA CareerLink® has continued to strengthen strategic partnerships to enhance community support and workforce development. PA CareerLink® Clinton County joined STEP, Inc.'s Transportation Designated Stop program, collaborating on new stop locations to improve access to work transportation. In response to AmeriCorps losing funding, staff at Lycoming provided an overview of services and upcoming recruitment opportunities. Across the region, staff participated in resource fairs and in Clinton County, staff partnered with Keystone Central School District to host a financial reality fair. Other events include Pardon and Expungement Clinics and a Veterans event at Kish Park that drew 200 attendees.

In response to an on-site incident for which law enforcement was involved, the Operator conducted a thorough review in coordination with the Site Administrator, leading to enhanced safety measures, including regular fire drills across the region.

Planning has begun for the 2025 PA CareerLink® Awareness Day.

Erica Mulberger, Advance Central PA Executive Director, shared an opportunity for all to volunteer in an upcoming financial reality fair being held as part of Pennsylvania Free Enterprise Week, an event supported with Business Education Partnership funds.

## FY26 Budget Presentation



Brooke Gessner, Advance Central PA Finance Manager, provided a detailed presentation of the proposed fiscal year 2026 (FY26) budget, including the Advance Central PA FY26 Operating Budget and the overall FY26 Central Region Operating Budget. She explained the philosophy upon which the proposed FY26 Budget is built: the budgeting process is guided by current known factors while planning for anticipated needs with flexibility to adapt to changing service delivery requirements as they arise.

Brooke reviewed projected revenues for FY26, specifically highlighting the Workforce Innovation and Opportunity Act (WIOA) Title I allocations. Pennsylvania experienced notable reductions in all three categories, Adult, Dislocated Worker (DW), and Youth with the Central Region facing steep cuts of approximately \$921,000.

Factoring in projected carryover, core funding (WIOA Title I and EARN) is expected to decline by approximately \$1,671,404. Additionally, competitive/special grant funding is projected to decrease by about \$1,382,142, largely due to the conclusion of certain grants effective June 30, 2025 and the federal rescission of the National Dislocated Worker Opioid grant funds. Overall, this results in a total revenue decrease of 20.29%, from FY25 to FY26.

As a result, the proposed Advance Central PA Operating Budget has a decrease of 17.1%, or \$300,000. Two open positions will remain unfilled and expenses for travel and other costs will be strictly limited to maintain operations within the available budget.

When reviewing the PA CareerLink® Operating Budget, the 22% increase from FY25 to FY26 is mostly attributable to the inclusion of The Link and the Advance Central PA Communications Coordinator position which were previously covered by special grants but clearly benefit all partners across the region.

Brooke reviewed the training budget philosophy, which commits WIOA Adult and DW allocations for Individual Training Accounts (ITAs) to support classroom-based training, and On-the-Job Training (OJT), which provides employer reimbursements for wages during a training period. For FY26, the proposed budget is significant at 21% of the total Adult/DW allocation, an amount necessary to meet anticipated need. In accordance with WIOA, at least 20% of the Youth allocation is dedicated to paid work experience.

Brooke concluded her presentation by reviewing proposed budgets for each of the subcontractors, including Central Susquehanna Intermediate Unit (CSIU), Central Susquehanna Opportunities (CSO), and Tuscarora Intermediate Unit (TIU).

Commissioner Postal expressed concern regarding the amount of carryover available for FY26 and going forward if WIOA allocations continue to decrease and requested more information about how staff are planning ahead for this. Erica responded that Advance Central PA is historically successful in obtaining competitive grants which is one strategy moving forward, including to look beyond federal grants which are no longer as available. Staff is also reviewing cost-saving options to reduce the amount of the budget that is tied to building leases. The FY26 budget has been carefully crafted to maintain all current PA CareerLink® sites, however, that may need to change if federal funding levels do not increase. Further, the subcontractor budgets include significant cuts, including to staffing.

Jamie Aurand asked what the WDB can do to help advocate for the workforce system and educate legislators on the negative impact of reduced funding. Erica in turn asked the legislative guests in the room if they could speak to preferred methods of advocacy. Ann Kaufman from US Representative Glenn Thompson's office replied that it's important to directly hear how legislation and federal budgets impact local areas, such as in the form of letters. Julie Harshbarger from US Senator David McCormick's office noted that she appreciates attending the WDB/LEO meeting so she can hear information like this firsthand and relay sentiments and data to the Senator. Erica emphasized the importance of business leaders' voices in guiding legislation and budgetary decisions; sharing how funding cuts are impacting workforce programs and their businesses carries significant weight with policymakers. She encouraged WDB members to communicate their concerns.

## WDB Updates and Action Items

### Action Items

Shelly called for a motion to approve the Consent Agenda.

- ▲ **Zollie Rayner made a motion to approve the June 18, 2025 Consent Agenda Action Items. Dean Girton seconded the motion. The motion was unanimously approved with no abstentions.**

## **Audit/Finance Committee**

Jamie Aurand, Audit/Finance Committee Chair, provided the update.

The Audit/Finance Committee met on May 14, 2025 and reviewed and approved the FY26 Advance Central PA Operating Budget at that time, which is the same as the budget presented by Brooke today.

- ▲ **Jamie Aurand made a motion to approve Advance Central PA's Fiscal Year 2026 Operational Budget. Dave Zartman seconded the motion. The motion was unanimously approved with no abstentions.**

The Committee also approved Advance Central PA's FY26 Central Region Budget for the PA CareerLink®. Of note, the final for approval today as presented by Brooke includes more recent modifications that were necessary regarding the CSO A/DW budget.

- ▲ **Jamie Aurand made a motion to approve Advance Central PA's Fiscal Year 2026 Central Region Budget. Jay Alexander seconded the motion. The motion was unanimously approved with no abstentions.**

Jamie expressed thanks for Brooke for her diligence in effectively developing the budgets.

### Future Budgets

Although funding is currently available to keep all current PA CareerLink® sites open, staff will be reviewing various scenarios if funding continues to decline. We're optimistic that workforce development continues to have bipartisan support because of its clear importance.

### Financial Reports

Jamie referenced the Financial Reports through March 31, 2025 and the FY 25 Budget Update Report as well.

The Audit/Finance Committee will meet as needed.

## **EARN Committee**

Ken Chappell, EARN Committee Chair, provided the update.

### EARN Program Updates

There were 289 new enrollments between July 1, 2024 through May 31, 2025 which is a decrease compared to the previous year. This aligns with an overall downward trend in the number of TANF cases in both the state and the nation. Locally, Ken reported the downward trend is present in Lycoming County as well. Despite fewer EARN enrollments, Advance Central PA continues to serve a significant percentage of TANF recipients in the area.

### PA Department of Human Services (DHS) Bureau of Employment Programs (BEP)

Advance Central PA was pleased to host an in-person meeting at the PA CareerLink® Northumberland/Snyder/Union Counties on June 4, 2025 with Jolene Reid, Director of the DHS BEP, and Laura Schlaghauser, BEP Division Director for Contracted Programs. The meeting featured productive discussions around Advance Central PA's EARN contract, people-centered policies, integration of EARN as a PA CareerLink® partner, customer experience, and co-enrollment strategies. Staff shared best practices and gained new ideas for continuous improvement, which will be further explored with the EARN Committee.

Following the meeting, Site Administrator Jamison Bond led a tour of the facility, highlighting program offerings and the smooth customer service flow. Bruce Jones and Megan Bair contributed valuable insights into local processes and case management approaches.

The EARN Committee will meet on Monday, June 23.

## Governance Committee

Dean Girton, Governance Committee Chair, provided the update.

### Board Certification

Staff received notice that the Local Workforce Development Board has been re-certified through December 31, 2026. This process included review of current member composition, statements of financial interest, letters of recommendation, and conflict of interest forms.

Dean thanked the WDB for their timely reply when asked for these documents so that we remain in compliance.

### Recruitment

The Governance Committee provided a recommendation to the LEO Board who took action at their meeting earlier this morning to appoint Joshua Bell, Organizational Development Manager for Sekisui Kydex, to fill a private sector vacancy. With this successful appointment, the WDB remains in compliance with membership requirements.

Dean reminded everyone to refer interested parties to Erica for Governance Committee review so there is a pipeline of prospective members when vacancies occur.

### Workforce Development Leadership

Dean also reminded the group that a private sector member is needed to fill the Vice Chair role for the remainder of the calendar year and to assume the Chairperson position at the start of the next year. Until someone steps forward, Erica noted Shelly will continue serving as Chair.

The Governance Committee will meet as needed.

## Personnel Committee

Dave Zartman, Personnel Committee Chair, provided the update.

### Salary and Performance Tool Analysis

As previously reported, the Personnel Committee met in January and moved to procure a third-party vendor to complete a market analysis of Advance Central PA's salary scale as per normal protocol; the last analysis was complete in 2021. However, due to current budget cuts, this initiative has been tabled until further notice.

### Staffing

Advance Central PA staff have remained consistent. Assistant Director Korrie Lucas celebrated her 16<sup>th</sup> work anniversary on Monday. Dave expressed gratitude to Korrie for her leadership and guidance she brings to the Operations Department and PA CareerLink® network.

### Staff Award

Dave shared congratulations to Erica for being part of the inaugural City & State PA's 2025 Trailblazers in Economic & Workforce Development.

The Personnel Committee will meet as needed.

## Policy & Performance Committee

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

### Monitoring Update (March 2025 – May 2025)

Jim provided an update on monitoring activities, referring to a detailed report covering both local and state-level oversight. Current local monitoring efforts include evaluations of the One-Stop Operator, PA CareerLink® operations in Clinton County, In-School Youth programming, and EARN operations.

As reported by Dean, the Workforce Development Board successfully achieved recertification. In addition, annual "Equal Opportunity and Accessibility Compliance Certification" from the Office of Equal Opportunity was achieved.

#### Adult/Dislocated Worker Exit Report

The exit outcomes for Adult/Dislocated Worker programming, comparing the third quarter of program year 2023 to the third quarter of program year 2024, with the goal of employment confirmed at the time of exit, have improved slightly up to 55%.

#### Common Measures PY2024 Quarter 3 Reports

Jim shared the official measures for Workforce Innovation and Opportunity Act Title I Adult, Dislocated Worker, and Youth Programs. The Average Program Score indicates the strength of each overall program across measures. Both the Adult and Dislocated Worker programs exceeded targets in several areas and remained within acceptable ranges for those not fully met, each earning an average program score above 100%. The Youth programming achieved an average score of 96.8% this quarter. While performance in Measurable Skill Gains for Youth fell below target, improvements are anticipated in the next quarter. Current underperformance is partly attributed to technical issues within the state's system of record, which are actively being addressed.

The Policy and Performance Committee will meet as needed.

### Youth Committee

Jonathan Ritter, Youth Committee Chair, provided the report.

#### Youth Program Updates

Jon shared contract goal performance for the In-School Youth (ISY) program, operated by Central Susquehanna Opportunities, Inc. (CSO), from July 1, 2024, through May 29, 2025.

The comprehensive enrollment goal is exceeded, and further increases are expected in the final weeks of the program year as participants begin their summer paid internships. Additionally, a Camp STEAM event scheduled for June is anticipated to boost performance in the specialized program category. Business Challenge activities are also in progress, with students actively developing solutions to real-world business problems. Jon shared that Playworld recently hosted a successful Business Challenge with students.

The Out-of-School Youth (OSY) program, operated by the Central Susquehanna Intermediate Unit (CSIU), has successfully exceeded its goal for On-The-Job Training (OJT) placements. To support continuous improvement across other contract goals, Advance Central PA is collaborating closely with program staff to implement long-term solutions. These efforts include streamlining enrollment and data entry processes allowing staff to dedicate more time to direct participant engagement. Additionally, new outreach materials are being developed to best communicate the key benefits of program participation.

#### Business Education Partnership Grant Update

Advance Central PA partnered with local businesses to host six Dinner & Dessert Student Networking events in 2025. These events were attended by 47 high school students and 45 parents/guardians. Post-event surveys reflect high overall satisfaction, with students reporting increased understanding of and interest in exploring careers in the featured industries. Shelly Foust shared Glenn O. Hawbaker Inc.'s positive experience as a participating business, describing it as highly successful and an initiative the company may continue independently.

The Youth Committee will meet as needed.

### LEO Board Action Items

- ▲ Commissioner Joe Klebon made a motion to approve the minutes from the March 19, 2025 Joint WDB/LEO Board meeting. Commissioner David Kovach seconded the motion. The motion was unanimously approved with no abstentions.
- ▲ Commissioner Stacy Richards made a motion to approve Advance Central PA's Fiscal Year 2026 Operating Budget. Commissioner Chuck Steininger seconded the motion. The motion was unanimously approved with no abstentions.
- ▲ Commissioner Joe Klebon made a motion to approve Advance Central PA's Fiscal Year 2026 Central Region Budget. Commissioner Stacy Richards 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 Funding Portfolio and Future Funding Outlook

Advance Central PA is currently pursuing two grant opportunities that would fund the replacement of customer computers in the PA CareerLink® with Windows 10 which Microsoft has announced they will no longer support starting in October. The FY26 budget will be utilized if the grant applications are not successful.

### Industry Partnership Activity

A limited amount of funds for incumbent worker training funds are available for manufacturing and healthcare through June 30, 2025. Erica asked members to reach out for more information.

MADE, the local Industry Partnership for Advanced Manufacturing is convening in the next quarter in partnership with Penn College. An initial priority is to conduct a comprehensive assessment of the skills and workforce needs identified by the manufacturing partners.

### Artificial Intelligence (AI) in the Workplace

Erica recently attended a TEAM PA Manufacturing Competitiveness Collaborative meeting at Lycoming Engines where the topic was AI in the workforce, specifically as it pertains to manufacturing. A key question raised was: How are we adapting to AI, and how can we prepare our workforce to do the same? Erica noted manufacturers from across the state indicated a wide spectrum of use from not at all to some using bots to help streamline processes.

Commissioner Postal highlighted a recent report noting how various state departments are leveraging AI for scheduling and administrative efficiency. Jenna Witherite from the Central Intermediate Unit shared her frequent use of AI tools for tasks like speech writing, noting their usefulness but also cautioned that generated AI should be carefully reviewed, as AI can make assumptions.

Cheryl Johnson emphasized the importance of understanding AI from a safety and security perspective. She raised concerns about the lack of safeguards for personal information when using open-access tools and recommended exploring secure, paid AI platforms.

Commissioner Richards expressed interest in how AI might reshape job roles and protocols. While there is concern that AI could displace certain jobs, it also presents an opportunity to redirect training investments and prepare workers for emerging career paths. Noting to remain competitive, we must explore AI, ensuring both our systems and our workforce are equipped to adapt when necessary.

### WIOA Re-Authorization

Erica emphasized once again the critical importance of advocating for workforce funding, not just as board members, but especially as business owners whose voices carry significant weight. She encouraged everyone to actively engage in this effort by reaching out to policymakers. Staff will be happy to assist members in drafting impactful letters to support continued investment in workforce development.

### Labor Market Information (LMI)

Erica referenced the provided labor market information noting the data is now seasonally adjusted as expected.

#### Other Announcements

Erica welcomed everyone to attend PA CareerLink® Awareness Day scheduled for September 10<sup>th</sup> from 9:00 am until 12:00 pm.

The PA WDB has a sub-committee reviewing co-enrollment strategies. Erica will be meeting with them to share information about how this works locally.

#### Open Discussion

There was none.

#### Date of Next Meetings

Upcoming meetings are as follow:

- Executive Committee – August 8, 2025, 10:00 a.m.
- LEO Board Meeting – September 17, 2025, 9:00 a.m. at Union County Government Center
- LEO/WDB Joint Board Meeting – September 17, 2025, 10:00 a.m. at Union County Government Center

#### Adjournment

With no further business to attend to, Commissioner Robert Postal then Shelly Foust adjourned the LEO Board and WDB meetings at 11:20 a.m.

Respectfully submitted,



Kelly Walter, Office/Board Coordinator

# Local Elected Officials (LEO Board)

## Meeting Minutes

### June 18, 2025

The Local Elected Official (LEO) Board of Advance Central PA held a meeting Wednesday, June 18, 2025 at Playworld in Lewisburg, PA.

#### LEO Board Members Attending

Commissioner Steven Dershem, Centre County  
Commissioner Jeffrey Snyder, Clinton County  
Commissioner Rebecca Dressler, Montour County  
Commissioner Joe Klebon, Northumberland County  
Commissioner David Kovach, Columbia County  
Commissioner Robert Postal, Mifflin County  
Commissioner Chuck Steininger, Snyder County  
Commissioner Stacy Richards, Union County

#### LEO Board Members Excused

Commissioner Angela Harding, Clinton County  
Commissioner Mark Mussina, Lycoming County

#### Guests Attending

Jon Dewald  
Michele Foust  
Dean Girton  
Dave Zartman

#### WDB Staff Attending

Korrie Lucas  
Erica Mulberger  
Kelly Walter

### Call to Order and Welcome

Commissioner Robert Postal opened the meeting at 9:23 a.m. and confirmed a quorum was met.

### Approval of Meeting Minutes

Commissioner Postal called for a motion to approve the March 19, 2025 meeting minutes previously sent to all LEO Board members.



Commissioner Klebon made a motion to approve the minutes from the March 19, 2025 LEO Board meeting. Commissioner Steininger seconded the motion. The motion was unanimously approved with no abstentions.

### Invitation for Public Comments

Commissioner Postal opened the floor for public comments. There were none.

### Workforce Development Board Membership

Commissioner Postal reported the Governance Committee received an application from Joshua Bell, Sekisui Kydex Organizational Development Manager, for private sector membership on the Workforce Development Board (WDB); the Committee endorses the application for LEO Board consideration. The LEO Board discussed Sekisui Kydex having a strong reputation in the manufacturing sector and consistent engagement in workforce development initiatives.



Commissioner Dressler made a motion to appoint Joshua Bell, Organizational Development Manager at Sekisui Kydex, to the Workforce Development Board as a private sector business representative with a term from July 1, 2025 through June 30, 2028. Commissioner Dershem seconded the motion. The motion was unanimously approved with no abstentions.



## Executive Director's Update

Erica Mulberger, Advance Central PA Executive Director, provided updates.

### Follow-Up to 'The Rising Storm' Presentation

As requested by the LEO Board, this topic will remain on the agenda. Erica shared that WDB member Jon Ritter may have insight to offer regarding actions Playworld is taking in response to the economic conditions and labor shortages.

### Workforce Innovation and Opportunity Act (WIOA) Re-Authorization

A letter jointly written by three national workforce associations - the National Association of Workforce Boards, the United States Workforce Association, and the National Association of Workforce Development Professionals - explains potential implications of the President's Executive Order, Make America Skilled Again. The order calls for a thorough review and possible consolidation of existing workforce programs. Federal agencies are required to submit a report identifying which programs could be merged or eliminated and which should remain independent.

### FY26 Budget

The FY26 budget has been developed based on the information currently available. Erica highlighted a substantial reduction in WIOA Title I funding for FY26 which results from the normal allocation calculations. Staffing has been reduced within Advance Central PA Title I programming at PA CareerLink®, all sites are able to remain open.

Commissioner Postal acknowledged the current financial constraints, emphasizing the need to work with the resources available and move forward accordingly with multiple plans of action should adjustments be needed.

## Open Discussion

Commissioner Kovach shared that he received his invitation for PA CareerLink® Awareness Day. He is planning to attend on September 10<sup>th</sup> and encouraged others to attend as well.

Commissioner Kovach discussed the announcement that Amazon is investing billions to establish data centers across the Commonwealth, including neighboring Luzerne County. The LEO Board discussed the opportunities and jobs that will come with these data centers, as well as concerns about electricity supply and cost. Erica mentioned that PPL is preparing a presentation to help better understand the potential impact of the Amazon project and the steps they are taking to address increased energy demands. Commissioner Richards offered there may be a significant rise in the demand for solar, emphasizing that energy production and distribution will be a major focus in the coming years.

## Date of Next Meetings

Commissioner Postal announced the following upcoming meetings:

- Executive Committee Meeting – August 8, 2025 at 10:00 a.m.
- Annual Meeting of the Members – September 17, 2025 at Union County Government Center at 9:00 a.m.
- WDB/LEO Joint Meeting – September 17, 2025 Meeting at Union County Government Center at 10:00 a.m.

## Adjournment

With no further business to attend to, Commissioner Postal adjourned the LEO Board at 9:44 a.m.



Respectfully submitted,  
Kelly Walter

A handwritten signature in cursive script that reads "Kelly Walter".

Office/Board Coordinator

## Workforce Development Board Consent Agenda Action Items September 17, 2025

1. Motion to approve the minutes from the June 18, 2025 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 August 8, 2025.*

2. Motion to add Positive Pay to the Advance Central PA general fund account.
3. Motion to revise the Advance Central PA EARN Incentives Services Policy to replace tangible family incentives with a \$50 gift card and eligibility requirements as currently written plus an additional once per week on-site participation requirement for the month.

## Workforce Development Board Non-Consent Agenda Action Items September 17, 2025

1. Motion to approve the September 17, 2025 Consent Agenda Action Items.

Motion:

Second:

2. Motion to approve the Program Year 2025-2028 Local Plan and submit it as final to the Pennsylvania Department of Labor and Industry.

Motion:

Second:

### Audit/Finance Committee • Jamie Aurand, Chair

The Audit/Finance Committee will meet as necessary.

### EARN Committee • Kenneth Chappell, Chair

The EARN Committee will meet as necessary.

### Governance Committee • Vacant, Chair

- Action Needed: Approve amended Local Elected Officials and CPWDC Partnership Agreement

The Governance Committee will meet as necessary.

### Personnel Committee • Dave Zartman, 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 • Jon Ritter, Chair

The Youth Committee will meet as necessary.

# Program Year 2025-2028 Local Plan

Effective retroactively July 1, 2025- June 30, 2029

## Background

The Workforce Innovation and Opportunity Act (WIOA) requires the governor of each state to submit a four-year unified/combined state plan outlining the state's workforce development strategy. Each Local Workforce Development Board is responsible for developing a Local Plan in alignment with the State Plan.

In alignment with WIOA and Code of Federal Regulations, Local Plans must be newly written every four years with a modification at the two-year mark. The last Local Plan was implemented July 1, 2021 with modifications that were effective July 1, 2023.

A re-written Local Plan (the Plan) is required for July 1, 2025 – June 30, 2029.

## Initial Approval Process

The PA Dept. Of Labor & Industry's Bureau of Workforce Development Administration (BWDA) oversees the administrative duties related to the Plans for the state. The draft Local Plan was submitted to BWDA on February 21, 2025. BWDA reviewed and disbursed to other Bureau's within L&I and other Commonwealth agencies for their review. Combined comments were returned to Advance Central PA for additional information and/or edits on May 19, 2025. Requested edits were made accordingly and the Plan was re-submitted on June 10, 2025. On June 18, an additional change was requested by the PA Department of Human Services; staff submitted edits accordingly on June 25 and they were accepted the same day.

## Public Comments

The Local Plan was posted for the required 30-day public comment period on June 30, 2025. There were no comments received.

## Conditional Approval

In a letter dated July 1, 2025, Advance Central PA received conditional approval for the Local Plan. Final approval requires the following.

- Documentation the WDB had the opportunity to vote and approve the new Local Plan for final submission.
- Documentation the LEO was aware of the vote and consents to the final submission of the Local Plan.

## Local Plan Summary

### 1. Strategic Planning: Local Area Workforce and Economic Analysis

#### Workforce Analysis

Updated labor market information is included in the Local Plan on the demographic changes and evolving workforce trends that can vary at the county-level in the Central Workforce Development Area.

- Regional demographic and workforce trends show a declining, aging population that is becoming more racially diverse. Over half of jobs in the region are held by prime-age workers and a significant portion of those positions are occupied by workers aged 55+.
- Household incomes and wages are rising in the region, with 80% of jobs paying above \$15.00 per hour.
- The labor market has largely recovered from the 2020 downturn, though employment remains below pre-pandemic levels. Job growth over the next five years is projected to be modest, concentrated in service-providing sectors. Nearly half of all jobs are in Government (including public education), Healthcare and Social Assistance, and Manufacturing, reflecting key regional economic drivers.
- Most jobs (60%) require a high school diploma or less, but demand is rising for occupations that require a bachelor's degree or higher and positions needing moderate to long-term on-the-job training, while jobs that allow for short-term on-the-job training are projected to decrease. Higher education is linked to lower unemployment, though underemployment exists as many workers have more education than local jobs require in the current labor market.
- Commuting patterns show a net outflow of workers overall, with some counties attracting inbound commuters due to major employers and others experiencing more residents leaving the area for employment.
- Populations with barriers experience unique workforce challenges, contributing to the overall complexity of local labor market dynamics: limited English proficiency is below the statewide average but varies significantly by county; poverty is marked by low labor-force participation and high unemployment among job seekers; nearly one-quarter of households include children under 18, with many led by single parents; individuals with disabilities participate in the labor force at lower rates and experience higher unemployment; and a meaningful segment of the population is returning to the community after incarceration. Targeted workforce development support is essential for these groups to ensure they have access to training, skill development, and employment opportunities that lead to good jobs.

## Economic Analysis

The economic analysis of the local plan examines evolving industry and occupation trends in the Central Workforce Development Area to inform Advance Central PA's workforce strategies and guide efforts to align training, career pathways, and employer needs.

Overall, the region's economy is increasingly service-oriented, with growth projected in service-providing industries and modest changes in goods-producing and self-employment sectors. Health Care and Education remain the region's largest industry clusters, with employment concentrations above the national average, reflecting its strong local presence, and wages above the regional average. Advanced Manufacturing, Building & Construction, Logistics & Transportation, and Agriculture & Food Production are experiencing continued and projected employment growth, highlighting their importance as major contributors to local economic activity and job opportunities.

Protective, Food, Building & Personal Service occupations make up the largest occupational cluster, with strong demand projected to continue, while Health Care roles are growing fastest in both total numbers and percent change. Other rapidly expanding occupations include food service, social services, and transportation roles, such as Home Health and Personal Care Aides, Fast Food & Counter Workers, School Bus Drivers, and administrative support roles, whereas Farming, Fishing, Forestry, Sales, and Production occupations are projected to decline slightly.

Advance Central PA aligns workforce development with regional industry demand, focusing on key clusters such as Healthcare, Advanced Manufacturing, Building & Construction, and Agriculture to strengthen employer collaboration and economic growth. Workforce strategies are implemented to emphasize career pathways, registered apprenticeships and pre-apprenticeships, incumbent worker training, and youth career exposure to address current and projected skill gaps. Data-driven decision-making, informed by employment statistics, occupational projections, and employer input guides partnerships with education providers and local businesses to prepare job seekers for high-growth, family-sustaining careers.

## Skills Gap Analysis

Advance Central PA defines skill gaps by identifying discrepancies between the skills businesses require and the skills the available workforce possesses and has developed the Local Plan based on a comprehensive third-party skills gap analysis, intelligence directly from local businesses, and hard data and projections.

- An unbiased consultant was hired to conduct a comprehensive skills gap analysis that included desktop research, industry leader interviews and public surveys. The study found that the biggest challenges for the workforce according to business are as follows:
  - Attracting new talent to Central PA
  - Lack of communication skills, leadership skills, and other employability skills within the workforce
  - Need for better alignment of education to industry needs

- Lack of technical skills
- The PA CareerLink® BST uses a consultative approach with local employers to understand their needs and learn about skill gaps during their daily interactions. Insights shared via Industry Partnerships supported by Advance Central PA provide insight into the most pressing and current concerns. According to the BST, employer partners currently report the following positions are difficult to fill for numerous reasons, including the low unemployment rate and low foundational/employability skills for those in the workforce:
  - CNA, LPN, RN, Direct Care Worker
  - Teachers, Early Childhood Education
  - Corrections Officers
  - Bookkeeping/Accounting
  - Medical Billing & Coding
  - IT related positions
  - Skilled trades: CDL, HVAC, Electrical, Plumbing, Carpentry, Construction, Auto Mechanic, Welders, Housekeeping, Manufacturing (various positions)

Examples of foundational skill needs include: communication and listening, professionalism, emotional intelligence, critical thinking, digital literacy, and work ethic. The Local Plan also includes a list of trainings and certifications frequently cited by businesses as high need.

- Data analytics are integral to understanding the most in-demand hard skills, foundational skills, and certifications advertised by employers in the Central WDA. The Local Plan includes a table that identifies the top 20 hard or specialized skills, foundational or common skills, and qualifications advertised through online job postings by local employers for all occupations in the Central WDA, see page 24.

Advance Central PA will direct strategy and programming to address skill gaps based on the above analysis, insights, and data. PA CareerLink® partners are experts in coaching participants in improving foundational skills and public workshops at the PA CareerLink® are designed to support learning in many of these areas. Incumbent worker training funds, ITAs, and other resources from partners such as WEDnet will be part of the overall plan to reduce the skills gap.

#### Workforce Development Activities Analysis

With the PA CareerLink® network of core partners plus leveraged community and other partners, the system is positioned to provide best-in-class, responsive, relevant, and effective services to businesses, job seekers, young people, Veterans, and learners.

#### Top Strengths:

- Engaged WDB Members and Staff
- Business Solutions and Economic Development Partnerships:

- Comprehensive and Holistic PA CareerLink® Program Services for Individuals:
- Data-driven Strategies
- Maximum Accessibility (including in-person and virtual service delivery)
- Variety of Training Opportunities and ETPL

#### Weaknesses:

- Shrinking Workforce
- Under-utilization of PA CareerLink®
- Limited Resources
- Minimal Active Registered Apprenticeship
- Limited Resources for People to Access Mental Health Services
- PA CareerLink® Staff Turnover

#### Alignment Challenges

Aligning the skills and education of the labor force with business needs is critical to the health of Central PA. Challenges in aligning existing labor force skills and education, and training activities with the needs of regional employers are defined in this section.

- Skills Gap and Training Infrastructure  
A third-party analysis revealed that while the region has a robust training infrastructure, there is a significant lack of awareness of available programs among both the public and employers. To bridge this gap, the board will focus on improving communication and collaboration with stakeholders. Key initiatives to this end:
  - Business Education Partnership (BEP) to engage students and educators in workplace initiatives to better align school curricula with industry needs.
  - Highlighting Career & Technical Education (CTE) as a high-quality, affordable pathway to family-sustaining jobs, while working with providers to develop new registered apprenticeship and pre-apprenticeship programs.
  - Working with post-secondary to adapt their offerings, such as developing shorter-term, non-degree training programs to meet immediate workforce demands.
- Limited Workforce  
With a workforce that is not large enough to fill available posted job openings, it is critical to examine underlying causes and develop effective solutions.
  - A declining and aging population is at the forefront of the region's workforce challenges. The Local Plan outlines ways to address this as follows.
    - Attracting and Retaining Talent: Partnering with economic development agencies to showcase the region as an attractive place to live and work.



- Investing in the Current Workforce: Focusing on incumbent worker training through Industry Partnerships to upskill current employees and prevent the loss of institutional knowledge.
  - Developing a Comprehensive Talent Pipeline: Targeting populations such as individuals with disabilities, older workers, and justice-involved people to expand the talent pool.
- A lack of early childhood education slots are an underlying factor to a declining population and the overall limited workforce as parents are forced to stay home rather than work. Advance Central PA will continue to advocate that childcare is a workforce issue that requires bi-partisan policy that will make early childhood education accessible and affordable while paying these trusted employees a wage more comparable to the impact they have.
  - Transportation is a persistent underlying cause to the limited number of people in the workforce. With a large rural geographic area, Advance Central PA works diligently to make services accessible, including remote options for service delivery at the PA CareerLink®.

## 2. Strategic Planning: Vision and Goals

### Strategic Vision

The strategic vision for the Local Plan is centered on creating a high-performing workforce development network that effectively connects talent with opportunities. Its primary goals are to enhance jobseeker skills, match talent with job openings, and improve the overall customer experience. and better align the workforce with the needs of the region's key industries. Importantly, the primary goals extend into specifically increasing meaningful engagement with businesses to be more responsive and forward-thinking about workforce challenges facing the region's key industries.

A core component of this vision is building a career pathway network that is easily accessible to all job seekers through strategic partnerships. The Plan aims to improve career and college readiness outcomes for youth through targeted education, training, and employment programs.

To achieve these goals, the strategy emphasizes Advance Central PA's responsible and purposeful management of public and private resources to foster innovation and growth in workforce solutions.

### Alignment with the Governor's Strategic Vision

The strategic vision of the Local Plan is aligned with that of the Governor, focusing on several key areas to drive statewide workforce goals. The plan seeks to expand opportunities for individuals to enter registered apprenticeship and pre-apprenticeship programs, creating a

sustainable ecosystem in part by increasing successful collaborations with the high-quality Career and Technical Education (CTE) providers in the region. Further, the Local Plan outlines strategies designed to increase engagement with employers and industry clusters to improve the connection and responsiveness of PA CareerLink® programs and services aligned with labor market demand. Work-based learning opportunities for young people is prioritized. A commitment to the continuous improvement of the overall PA CareerLink® system is described. Also in alignment with the Governor's priorities, the Local Plan outlines strategies to support individuals with barriers to employment and address the pressing workforce challenges faced by critical industries.

#### Performance and Accountability

The Local Plan explains inclusion of minimum performance standards in all contracts with Title I service providers, establishing a clear expectation for results. Active Grant Management concepts informed by training from the Harvard Kennedy Governance Performance Lab will be implemented to emphasize a proactive, data-driven strategy to overseeing grants and improve outcomes. To further support a culture of high performance, this section describes provision of training and technical assistance to program provider ensuring they have the necessary resources and expertise to meet their goals. Finally, the use of competitive procurement processes is key to selecting the most qualified and effective service providers; if a provider does not meet expectations, it can prompt a new procurement process.

### **3. Operational Planning: Local Area Workforce System and Investment Strategies**

The Local Workforce System Structure is defined by the bylaws of both the LEO Board and the Workforce Development Board (WDB), with Advance Central PA designated as the fiscal agent by the LEO. Key to this structure are the Standing Committees of the WDB which are described. The process for procuring a qualified Operator and a description of their role is important to the operation operational planning and is included as well. The roles and programs of each partner within the PA CareerLink® network are described along with how their offerings align with the goals of the Governor and Advance Central PA.

The strategy for Core Program Facilitation focuses on expanding access to essential services, including employment, training, and education. It promotes career pathways and activities that lead to obtainment of recognized postsecondary credentials. A key component of this is the Individual Training Account (ITA) Strategy, which provides a policy overview and emphasizes informed customer choice combined with the vetting process of the ETPL. This section also includes a specific funding strategy to support registered apprenticeships.

Coordination with Education Programs, highlights Advance Central PA staff's advisory role with K-12 and partnership with Career and Technical Education (CTE) providers. It outlines TANF Youth Development In-School Youth programming supporting students and schools. The gap analysis completed in 2024 is referenced in regard to fostering collaboration with post-secondary

institutions. This strategic approach also continues to include close partnership with the Title II Adult Basic Education providers.

#### **4. Operational Planning: Local Area Workforce Delivery System**

The plan defines businesses as a primary customer, outlining how Advance Central PA will meet their needs to help them grow and thrive. The PA CareerLink® Business Solutions Team (BST) and core partners, such as OVR (Office of Vocational Rehabilitation), are central to this effort. The plan includes strategies for continuous improvement, such as leveraging data from tools like EconoVue™ to track progress and success.

On-the-Job Training (OJT) and Incumbent Worker Training (IWT) are highlighted as key supports for businesses, with a strong focus on building a registered apprenticeship ecosystem. The plan also describes Advance Central PA's partnerships with economic development organizations, providing essential support like labor market data.

The Business and Employer Program Support section prioritizes a menu of services available through the BST, including applicant pre-screening, job fairs, labor market information, and specialized services like Rapid Response and registered apprenticeship programs.

Continuous Improvement is a core theme, driven by the use of labor market information and direct feedback from businesses. This is reinforced by competitive procurement processes and intentional oversight from Advance Central PA staff to ensure subcontractors maintain high standards.

#### **5. Compliance**

This section of the Local Plan outlines key operational and strategic components of the local workforce development system, focusing on collaboration, financial oversight, board performance, and public engagement.

##### Memoranda of Understanding (MOU)

Success relies on a strong network of partners, formally defined within the MOU. This agreement between the WDB and each PA CareerLink® partner defines the expectations, service levels, and resource contributions of each organization.

##### Fiscal Responsibility

Advance Central PA has fiscal policies and procedures in place that are aligned with federal and state policies. Information specific to the local debt collection system and how the WDB will ensure the collection of debts established as a result of audits is detailed in this section.

##### High-Performing Board

Advance Central PA is committed to maintaining its status as a high-performing organization through a variety of actions:

- Strategic Alignment: Our work directly aligns with and supports the goals of the PA WIOA Combined State Plan.
- Performance & Compliance: We consistently meet or exceed federal performance goals and maintain stringent fiscal and administrative controls.
- Continuous Improvement: We proactively research new methods to assist individuals facing employment barriers, conduct robust procurements to drive innovation, and leverage labor market information for strategic planning.
- Committee Structure: Standing Committees of the WDB are designed to ensure continuous improvement, compliance, and effective oversight.

### Next Steps

- WDB decision to accept and submit the PY25- PY28 Local Plan
- LEO consent to the final submission of the PY25- PY28 Local Plan
- Administrative duties and paperwork for final submittal and posting by October 31, 2025

Advance Central PA  
 FY 25 Contract Expense and Obligation Report  
 From 7/1/2024 Through 6/30/25

Contract Period	Contract Title	Available Funds	Total Expended	Obligated Funds <sup>1</sup>	% of Total Oblig. and Exp	Unoblig. Amount
07/23 - 06/25	PY23 1st Inc. WIOA Adult	7,148	7,148	0	100.00%	0
10/23 - 06/25	PY23 2nd Inc. WIOA Adult	1,105,194	1,105,194	0	100.00%	0
07/24 - 06/26	PY24 1st Inc. WIOA Adult	242,160	242,160	0	100.00%	0
10/24 - 06/26	PY24 2nd Inc. WIOA Adult	989,634	244,231	660,258	91.40%	85,145
10/24 - 06/26	PY24 WIOA DW to WIOA Adult Transfer	1,000,000	0	740,709	74.07%	259,291
10/23 - 06/25	PY23 Additional Funds	318,425	318,425	0	100.00%	0
	<b>Adult Programs</b>	<b>3,662,561</b>	<b>1,917,158</b>	<b>1,400,967</b>	<b>90.60%</b>	<b>344,436</b>
10/23 - 06/25	PY23 2nd Inc. WIOA Dislocated Worker	915,283	915,283	0	100.00%	0
07/24 - 06/26	PY24 1st Inc. WIOA Dislocated Worker	411,078	411,078	0	100.00%	0
07/24 - 06/26	PY24 2nd Inc. WIOA Dislocated Worker	495,884	291,935	166,341	92.42%	37,608
	<b>Dislocated Worker Programs</b>	<b>1,822,245</b>	<b>1,618,296</b>	<b>166,341</b>	<b>97.94%</b>	<b>37,608</b>
10/23 - 06/25	PY22 Rapid Response	69,027	69,027	0	100.00%	0
	<b>Rapid Response Programs</b>	<b>69,027</b>	<b>69,027</b>	<b>0</b>	<b>100.00%</b>	<b>0</b>
04/23 - 06/25	PY23 WIOA Youth	1,069,231	1,069,231	0	100.00%	0
04/24 - 06/26	PY24 WIOA Youth	1,612,444	369,439	1,087,730	90.37%	155,275
07/23 - 06/25	PY23 TANF Youth	478,111	478,111	0	100.00%	0
07/24 - 06/25	PY24 TANF Youth	762,667	587,103	164,368	98.53%	11,196
06/23 - 06/25	PY22 Business & Education Partnership	63,942	63,942	0	100.00%	0
09/24 - 06/26	PY24 Business & Education Partnership 1st Inc.	51,450	13,031	0	25.33%	38,419
10/24 - 06/26	PY24 Business & Education Partnership 2nd Inc.	98,550	0	0	0.00%	98,550
	<b>Youth Programs</b>	<b>4,136,395</b>	<b>2,580,857</b>	<b>1,252,098</b>	<b>92.66%</b>	<b>303,440</b>
07/24 - 06/25	EARN	2,684,111	1,905,599	186,175	77.93%	592,337
	<b>Welfare Programs</b>	<b>2,684,111</b>	<b>1,905,599</b>	<b>186,175</b>	<b>77.93%</b>	<b>592,337</b>
02/20 - 06/25	Next Gen 19 - Healthcare	227,294	173,633	0	76.39%	53,661
02/20 - 06/25	Next Gen 19 - Adv. Man.	217,904	188,101	0	86.32%	29,803
01/24 - 06/26	Next Gen 23 - Building & Construction	175,000	1,149	0	0.66%	173,851
01/24 - 06/26	Next Gen 23 - Agricultural	149,692	2,201	0	1.47%	147,491
NA	IP Sustainability Fund	519,170	0	0	0.00%	519,170
	<b>Industry Partnerships</b>	<b>1,289,060</b>	<b>365,084</b>	<b>0</b>	<b>28.32%</b>	<b>923,976</b>
01/22 - 06/26	PASmart CPI Apprenticeship	194,571	68,860	101,641	87.63%	24,070
01/23 - 06/26	Apprenticeship Building America	159,642	16,080	8,975	15.69%	134,587
06/25 - 06/26	School to Work	103,592	438	0	0.42%	103,154
	<b>Reemployment Services</b>	<b>457,805</b>	<b>84,940</b>	<b>110,616</b>	<b>42.72%</b>	<b>262,249</b>
08/22 - 06/25	DCED Videos	29,810	4,941	0	16.57%	24,870
10/20 - 09/24	ARC Reboot	361,065	57,577	0	15.95%	303,488
07/24 - 12/24	Statewide - CareerLink Awareness	19,597	19,597	0	100.00%	0
07/24 - 06/26	Statewide - Communications Coordinator	49,525	34,486	0	69.63%	15,039
04/24 - 04/26	DWG Opioid <sup>2</sup>	386,912	151,590	200,743	91.06%	34,579
NA	Research Department	124,854	45,087	0	36.11%	79,767
NA	Degenstein	3,000	1,602	0		1,398
NA	Gold Standard	53,144	3,186	0	6.00%	49,018
NA	Highmark Initiative	777	310	0	39.90%	467
NA	Engage	28,828	6,008	0	20.84%	22,821
NA	Fit4Construction	42,500	0	0	0.00%	42,500
NA	ELIC	432	238	0	55.09%	194
	<b>Other Programs</b>	<b>253,535</b>	<b>56,431</b>	<b>0</b>	<b>22.26%</b>	<b>197,104</b>
	<b>Grand Total</b>	<b>14,374,739</b>	<b>8,597,392</b>	<b>3,116,197</b>	<b>81.49%</b>	<b>2,661,150</b>

**Notes:**

1 Obligated funds include the funds unexpended but obligated for the FY 25 subcontractor, training, and Resource Sharing Agreement budgets.

2. Grant was separated into increments, second increment has been rescinded.

Advance Central PA  
Operating Budget to Actual Comparison  
From 7/1/2024 Through 6/30/25

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	1,353,122	1,056,693	296,428.54	78.09%
Staff Travel & Development	35,207	12,690	22,517.00	36.04%
Board Expenses	8,413	4,104	4,308.86	48.78%
General Office Supplies	6,996	5,543	1,452.80	79.23%
Leases - Copiers/Equipment	2,289	1,844	444.94	80.56%
Outreach	2,050	1,347	702.53	65.73%
Subscriptions	18,647	16,473	2,173.81	88.34%
Memberships	10,998	10,748	249.91	97.73%
Vehicles	0	0	0.00	0.00%
Equipment And Furnishings	11,237	1,670	9,567.43	14.86%
Professional Fees	16,950	14,451	2,498.98	85.26%
Business Services	14,760	15,226	(465.65)	103.15%
Computer Services	45,144	22,652	22,492.20	50.18%
Facility Costs	<u>76,886</u>	<u>76,868</u>	<u>18.24</u>	<u>99.98%</u>
Total Operational Expenses	1,602,699.00	1,240,309.41	362,389.59	<u>77.39%</u>
Total Expenditures	1,602,699.00	1,240,309.41	362,389.59	<u>77.39%</u>

Notes:

\* Anticipated expenditure rate of 100%.

Advance Central PA  
FY25 Consolidated RSAB Budget to Actual Comparison  
From 7/1/2024 Through 6/30/25

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended *	Percent Total Budget Remaining
<b>REVENUE:</b>					
WIOA Adult	234,608	193,808	40,800	82.61%	17.39%
WIOA Dislocated	234,608	193,808	40,800	82.61%	17.39%
WIOA Out of School	133,946	110,871	23,075	82.77%	17.23%
EARN	264,688	215,055	49,633	81.25%	18.75%
Advance Central PA Total: <sup>1</sup>	867,849	713,542	154,307	82.22%	17.78%
WAGNER PEYSER	254,608	210,014	44,594	82.49%	17.51%
WP REGIONAL	15,420	13,177	2,243	85.45%	14.55%
VETS	121,097	101,749	19,348	84.02%	15.98%
RAPID RESPONSE	12,234	10,223	2,011	83.57%	16.43%
OVR	114,584	94,963	19,621	82.88%	17.12%
OVERSIGHT	15,420	13,177	2,243	85.45%	14.55%
RESEA	217,036	179,491	37,545	82.70%	17.30%
STAFF DEVELOPMENT	29,378	26,193	3,185	89.16%	10.84%
TRADE	0	-	-	0.00%	100.00%
State Partner Total:	779,776	648,987	130,789	83.23%	16.77%
Total REVENUE	1,647,625	1,362,529	285,096	82.70%	17.30%
<b>EXPENSES:</b>					
<b>PERSONNEL</b>					
Total PERSONNEL	848,971	765,928	83,042.89	90.22%	9.78%
<b>FACILITY</b>					
Total FACILITY	693,729	667,034	26,694.59	96.15%	3.85%
<b>OPERATIONAL</b>					
Total OPERATIONAL	304,321	195,469	108,852	64.23%	35.77%
<b>USAGE FEE (Non-Partner Renters)</b>					
Total USAGE FEE	222,386	222,386	-	100.00%	0.00%
TOTAL EXPENDITURES	1,624,635	1,406,046	218,589	86.55%	13.45%

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 100%.

1 Advance Central PA is responsible for approximately 52% of the total shared PA CareerLink<sup>®</sup> operating costs compared to 48% paid by other required PA CareerLink<sup>®</sup> partners.

Advance Central PA  
 Subcontractor Budget and Actual Comparison  
 From 7/1/2024 Through 6/30/25

**Tuscarora Intermediate Unit 11 (TIU)**

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended <sup>1</sup>	Percent Total Budget Remaining
<b>OPERATIONAL EXPENSES <sup>2</sup></b>					
Adult Pool	528,641	484,071	44,570	91.57%	8.43%
Dislocated Worker Pool	556,933	556,933	0	100.00%	0.00%
PACL Awareness	1,188	1,188	-	100.00%	0.00%
OS Youth Pool <sup>3</sup>	100,000	89,694	10,306	89.69%	10.31%
TANF	10,000	8,966	1,034	89.66%	10.34%
ARC Reboot <sup>5</sup>	18,999	15,992	3,007	84.17%	15.83%
NDWG	26,987	26,987	-	100.00%	0.00%
Engage	5,863	5,863	-	100.00%	0.00%
EARN Pool <sup>3</sup>	100,000	89,692	10,308	89.69%	10.31%
<b>Total OPERATIONAL EXPENSES</b>	<b>1,348,610</b>	<b>1,279,385</b>	<b>69,225</b>	<b>94.87%</b>	<b>5.13%</b>
<b>DIRECT CUSTOMER SERVICES <sup>4</sup></b>					
ARC Reboot	6,693	-	-	0.00%	100.00%
<b>Total DIRECT CUSTOMER SERVICES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>100.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,348,610</b>	<b>1,279,385</b>	<b>69,225</b>	<b>94.87%</b>	<b>5.13%</b>

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

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended <sup>1</sup>	Percent Total Budget Remaining
<b>OPERATIONAL EXPENSES <sup>2</sup></b>					
Adult Pool	618,633	582,469	36,164	94.15%	5.85%
IS Youth Pool	39,735	30,741	8,994	77.37%	22.63%
TANF Youth	583,520	511,101	72,419	87.59%	12.41%
Dislocated Worker Pool	607,399	585,833	21,566	96.45%	3.55%
Business Edu. Partnership	30452	23,753	6,699	78.00%	22.00%
Rapid Response	65,913	65,913	-	100.00%	0.00%
ARC Reboot <sup>5</sup>	32,620	28,164	4,456	86.34%	13.66%
NDWG	69,811	69,811	-	100.00%	0.00%
EARN Pool	1,398,998	1,261,873	137,125	90.20%	9.80%
EARN SNAP	46,714	46,714	-	100.00%	0.00%
<b>Total OPERATIONAL EXPENSES</b>	<b>3,493,795</b>	<b>3,206,372</b>	<b>287,423</b>	<b>91.77%</b>	<b>8.23%</b>



DIRECT CUSTOMER SERVICES <sup>4</sup>					
Adult Pool	10,621	10,621	-	100.00%	0.00%
IS Youth Pool	6,014		6,014	0.00%	100.00%
TANF Youth	238,775	144,375	94,400	60.46%	39.54%
ABA	3,055	3,055	-	100.00%	0.00%
Dislocated Worker Pool	5,000	4,332	668	86.64%	13.36%
ARC Reboot <sup>5</sup>	7,535	474	7,061	6.29%	93.71%
EARN Pool	52,621	52,621	-	100.00%	0.00%
Total DIRECT CUSTOMER SERVICES	323,621	215,478	108,143	66.58%	33.42%
TOTAL EXPENDITURES	3,817,416	3,421,850	395,566	89.64%	10.36%

**Central Susquehanna Intermediate Unit**

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended	Percent Total Budget Remaining
OPERATIONAL EXPENSES <sup>2</sup>					
TANF Youth	167,230	166,148	1,082	99.35%	0.65%
OS Youth Pool	790,389	790,389	-	100.00%	0.00%
Total OPERATIONAL EXPENSES	957,619	956,537	1,082	99.89%	0.11%
DIRECT CUSTOMER SERVICES <sup>4</sup>					
TANF Youth	75,688	75,688	-	100.00%	0.00%
OS Youth Pool	238,861	219,147	19,714	91.75%	8.25%
Total DIRECT CUSTOMER SERVICES	314,549	294,835	19,714	93.73%	6.27%
TOTAL EXPENDITURES	1,272,168	1,251,372	20,796	98.37%	1.63%

**NOTES:**

1 Anticipated expenditure rate of 100% 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 ARC Reboot budget is for 7/1/24 through 9/30/24.

**FY25 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS**  
As of **6/30/2025**

Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance	Number of Participants	Percentage of Total Budget Obligated
<b>INDIVIDUAL TRAINING ACCOUNTS (ITAs)</b>						<b>FY25 ITA</b>	
Adult	\$5,054	\$0	\$4,327	\$4,327	\$727	3	85.61%
Adult POS	\$245,539	\$29,987	\$196,270	\$226,257	\$19,282	86	92.15%
Dislocated Worker	\$91,546	\$0	\$62,138	\$62,138	\$29,408	20	67.88%
NDWG	\$67,057	\$8,980	\$48,049	\$57,029	\$10,028	17	85.05%
<b>TOTAL ITA</b>	<b>\$409,197</b>	<b>\$38,967</b>	<b>\$310,784</b>	<b>\$349,751</b>	<b>\$59,446</b>	<b>126</b>	<b>85.47%</b>

<b>ON THE JOB TRAININGS (OJTs)</b>						<b>FY25 OJT</b>	
Adult	\$12,036	\$775	\$10,776	\$11,551	\$485	2	95.97%
Adult POS	\$93,847	\$24,627	\$65,980	\$90,607	\$3,240	18	96.55%
Dislocated Worker	\$61,031	\$7,321	\$37,968	\$45,290	\$15,741	7	74.21%
Out of School Youth	\$152,329	\$33,040	\$68,141	\$101,180	\$51,149	18	66.42%
<b>TOTAL OJT</b>	<b>\$319,243</b>	<b>\$65,763</b>	<b>\$182,865</b>	<b>\$248,628</b>	<b>\$70,616</b>	<b>45</b>	<b>77.88%</b>
<b>TOTAL ITA/OJT</b>	<b>\$728,440</b>	<b>\$104,730</b>	<b>\$493,649</b>	<b>\$598,378</b>	<b>\$130,062</b>	<b>171</b>	<b>82.15%</b>

<b>INCUMBENT WORKER TRAINING</b>						<b>Number of Participants</b>	<b>Percentage of Total Budget Obligated</b>
Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance		
Adv. Manufacturing	\$197,975	\$0	\$169,734	\$169,734	\$28,241	239	86%
Healthcare	\$206,431	\$0	\$179,573	\$179,573	\$26,858	246	87%
Agriculture	\$102,052	\$0	\$0	\$0	\$102,052	0	0%
Construction	\$134,170	\$0	\$0	\$0	\$134,170	0	0%
<b>Total</b>	<b>\$640,628</b>	<b>\$0</b>	<b>\$349,307</b>	<b>\$349,307</b>	<b>\$291,321</b>	<b>485</b>	<b>55%</b>

**FY26 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS**  
As of 8/31/2025

Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance	Number of Participants	Percentage of Total Budget Obligated
<b>INDIVIDUAL TRAINING ACCOUNTS (ITAs)</b>						<b>FY26 ITA</b>	
Adult	\$93,600	\$0	\$0	\$0	\$93,600	0	0.00%
Adult POS	\$140,400	\$90,221	\$1,035	\$91,256	\$49,144	31	65.00%
Dislocated Worker	\$66,890	\$18,737	\$3,295	\$22,032	\$44,858	7	32.94%
NDWG	\$19,008	\$4,077	\$0	\$4,077	\$14,931	0	21.45%
<b>TOTAL ITA</b>	<b>\$319,898</b>	<b>\$113,035</b>	<b>\$4,330</b>	<b>\$117,365</b>	<b>\$202,533</b>	<b>38</b>	<b>36.69%</b>

<b>ON THE JOB TRAININGS (OJTs)</b>						<b>FY26 OJT</b>	
Adult	\$62,400	\$0	\$0	\$0	\$62,400	0	0.00%
Adult POS	\$93,600	\$56,133	\$214	\$56,347	\$37,253	10	60.20%
Dislocated Worker	\$44,593	\$23,980	\$917	\$24,898	\$19,695	3	55.83%
Out of School Youth	\$155,000	\$26,147	\$0	\$26,147	\$128,853	4	16.87%
<b>TOTAL OJT</b>	<b>\$355,593</b>	<b>\$106,261</b>	<b>\$1,131</b>	<b>\$107,392</b>	<b>\$248,201</b>	<b>17</b>	<b>30.20%</b>
<b>TOTAL ITA/OJT</b>	<b>\$675,491</b>	<b>\$219,296</b>	<b>\$5,461</b>	<b>\$224,757</b>	<b>\$450,734</b>	<b>55</b>	<b>33.27%</b>

<b>INCUMBENT WORKER TRAINING</b>						<b>Number of Participants</b>	<b>Percentage of Total Budget Obligated</b>
Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance		
Agriculture	\$102,052	\$0	\$0	\$0	\$102,052	0	0%
Construction	\$134,170	\$0	\$0	\$0	\$134,170	0	0%
<b>Total</b>	<b>\$236,222</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$236,222</b>	<b>0</b>	<b>0%</b>

## FY26 Central Region Budget Updates As of September 17, 2025

The Central Region's revenues increased by \$506,330 due to updated carryover amounts for all grants and a new grant for PA CareerLink® Awareness Day.

Advance Central PA's budget increased by \$54,001 due to adjustments from carryover.

The Service Delivery budget for CSO increased due to a re-allocation from Other Service Delivery to CSO. The Other Service Delivery budget decreased based on this adjustment as well as other adjustments for carryover.

The Regional Budget was increased by \$19,695 due to the addition of the PA CareerLink® Awareness Day funds, offset slightly by BEP carryover adjustments.

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

**Advance Central PA  
FY 26 Central Region Budget Updates  
As of September 17, 2025**

Following is the net change to the FY26 Revenues that were presented on June 18, 2025. This includes updated carryover amounts for all grants and a new grant for PA CareerLink® Awareness Day.

<b>Total Revenues presented 6/18/25</b>	\$ 11,997,496
<b>Adjustments:</b>	
Adult	28,141
Dislocated Worker	203,949
WIOA Youth	(26,222)
TANF	268
EARN Performance	(9,513)
Unrestricted	1,683
Industry Partnership Sustainability	125,660
DWG Opioid	25,323
Apprenticeship Building America (ABA)	13,561
BEP 2024	6,700
PASmart Apprenticeship	90,711
Industry Partnership Agriculture	(12,252)
Industry Partnership Construction	35,720
Statewide Communications Coordinator	39
Electrical Pre-Apprentice	2,562
CareerLink Awareness	20,000
Net Increase	506,330
<b>Revised Available Revenues</b>	<u><u>\$ 12,503,826</u></u>

Below is a summary of adjustments to the FY26 expense budgets along with explanations for the changes. The budgets represent all funding sources.

<b>Total Budget presented 6/18/25</b>	\$ 11,997,496
Net Increase in Allocated Funds	103,848
Net Increase in Unallocated Funds	402,479
<b>Revised Total Budget</b>	<u><u>\$ 12,503,824</u></u>

Advance Central PA's available budget had a net increase due to adjustments from carryover.

<b>Advance Central PA Budget presented 6/18/25</b>	\$ 1,455,807
<b>Adjustments:</b>	
Net Increase	54,001
<b>Revised Advance Central PA Budget</b>	<u><u>\$ 1,509,808</u></u>

The training budget increased due to adjustments in the Industry Partnership Agriculture and Construction budgets based on carryover amounts.

<b>Training Budget presented 6/18/25</b>	\$ 883,358
Net Increase	16,222
<b>Revised Training Budget</b>	<u><u>\$ 899,580</u></u>

The Service Delivery budget for CSO increased due to a re-allocation from Other Service Delivery to CSO. The Other Service Delivery budget decreased based on this adjustment as well as other adjustments for carryover.

	<b>CSO</b>	<b>TIU</b>	<b>CSIU</b>	<b>Other</b>
<b>Service Delivery Budgets presented 6/18/25</b>	\$ 3,677,700	\$ 759,098	\$ 1,272,168	\$ 368,755
Net Increase/Decrease	57,316	-	-	(43,386)
<b>Revised Service Delivery Budgets</b>	<u><u>\$ 3,735,016</u></u>	<u><u>\$ 759,098</u></u>	<u><u>\$ 1,272,168</u></u>	<u><u>\$ 325,369</u></u>

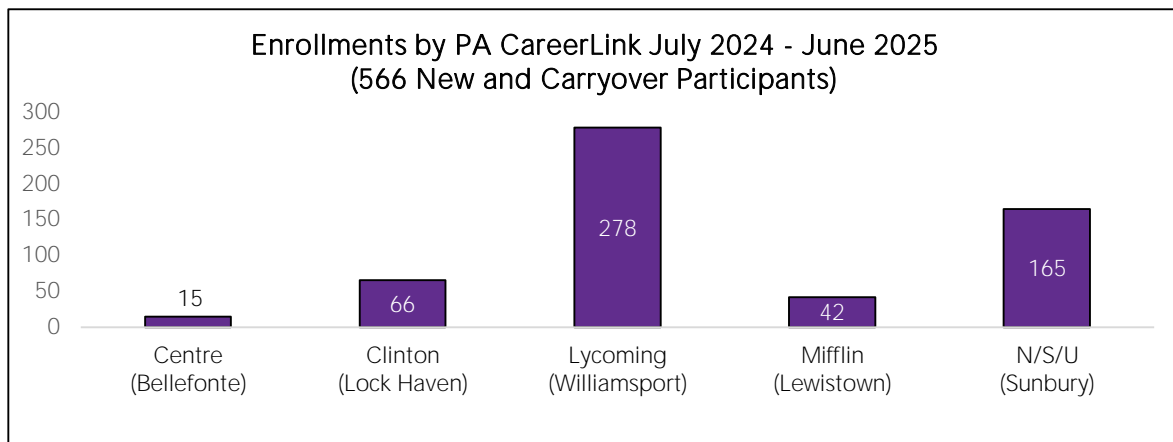
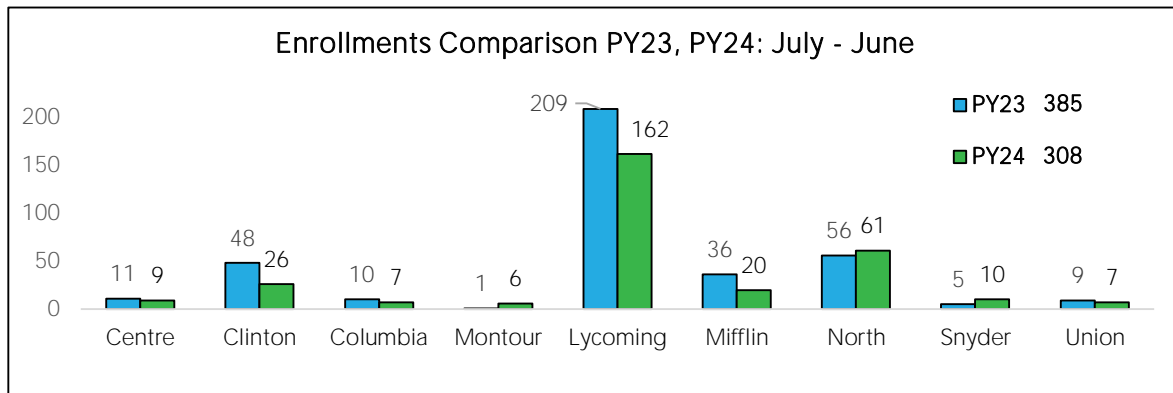
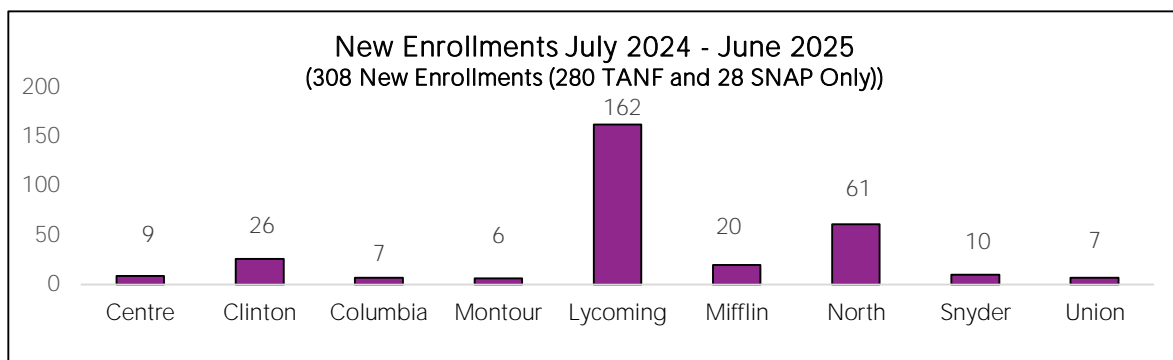
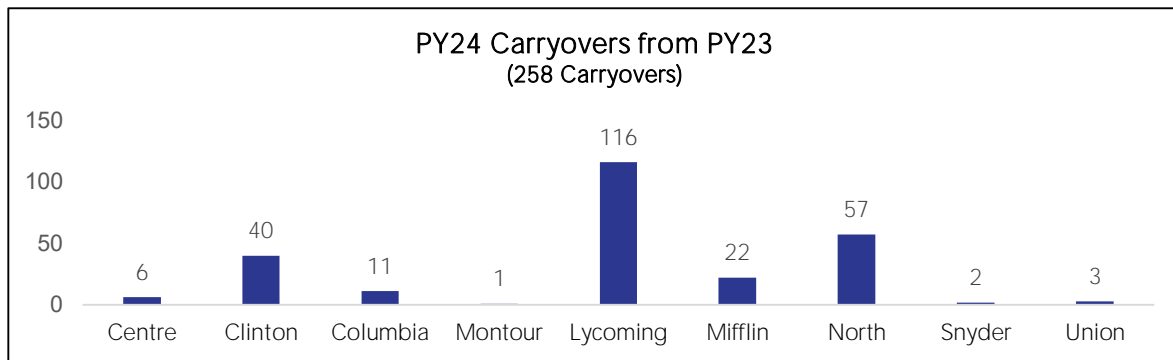
The Regional Budget was increased due to the addition of the PA CareerLink® Awareness Day funds, offset slightly by BEP carryover adjustments.

<b>Regional and Other Budget presented 6/18/25</b>	\$ 8,901
Net Increase	19,695
<b>Revised Regional and Other Budget</b>	<u><u>\$ 28,596</u></u>

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

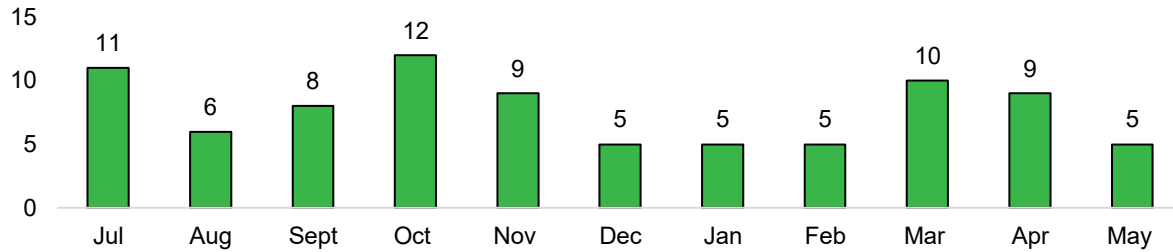
<b>Unallocated Budget presented 6/18/25</b>	\$ 1,342,481
<b>Adjustments:</b>	
Net Increase	402,479
<b>Revised Unallocated Budget</b>	<u><u>\$ 1,744,960</u></u>

## EARN Program Year 2024-2025 Enrollment Report

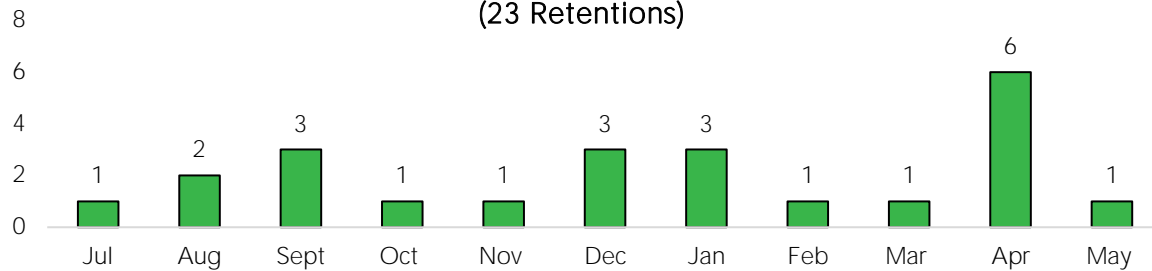


## EARN Program Year 2024-2025 Performance Report

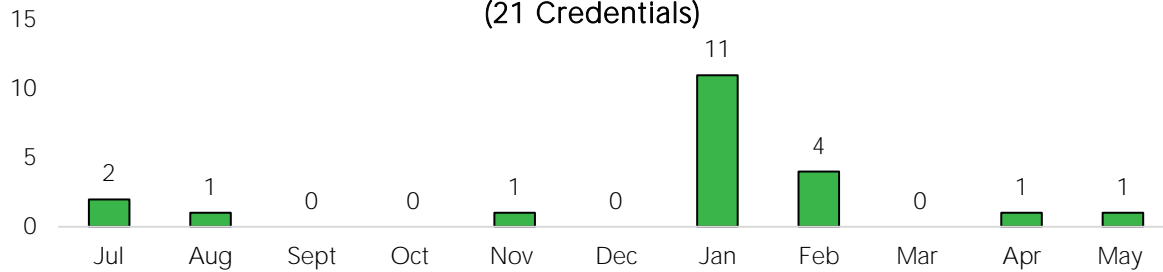
**PY 24 Placement July 2024 - May 2025**  
(85 Placements)



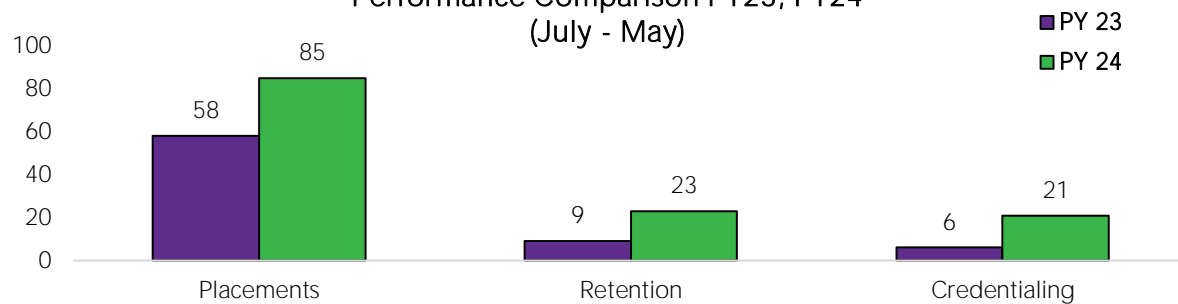
**PY 24 Retention July 2024 - May 2025**  
(23 Retentions)



**PY 24 Credentialing July 2024 - May 2025**  
(21 Credentials)



**Performance Comparison PY23, PY24**  
(July - May)



**Summary of Proposed Changes to the Central Pennsylvania Local Elected Official  
Board and Central Pennsylvania Workforce Development Board Partnership Agreement  
September 17, 2025**

The Workforce Innovation of Opportunity Act of 2014 (WIOA) replaced the Workforce Investment Act of 1998 (WIA). As such, specific terms and responsibilities from the original Agreement need updated to align with WIOA.

**The following terms that were changed during the transition from WIA to WIOA have been updated throughout the *agreement*.**

New Term	Old Term
Workforce Innovation and Opportunity Act (the Act)	Workforce Investment Act (the Act)
Local Workforce Development Board (LWDB)	Local Workforce Investment Board (LWIB)
PA CareerLink®	Team Pennsylvania CareerLink
Workforce development	Workforce investment
One-Stop delivery system for workforce services	Career centers
PA Department of Labor and Industry	PA Human Resources Investment Council (HRIC)
Youth Committee	Youth Council
Career services	Core and intensive services
PA CareerLink® Operator	Operator Consortium
LEO Board Chairperson	Chief Elected Official of the LEO Board

**All other changes not clearly related to a change in terms are noted below.**

Section of Change	Summary of Change
Cover page	<ul style="list-style-type: none"> <li>Added cover page</li> <li>Changed name of agreement to reflect Central PA Workforce Development Board instead of Central PA Workforce Development Corporation in alignment with PA Dept. of Labor's Local Governance Policy.</li> </ul>
Page 1	<ul style="list-style-type: none"> <li>Added new language to indicate Central Pennsylvania Workforce Development Corporation is doing business as Advance Central PA.</li> <li>Removed references to Workforce Investment Act (WIA).</li> </ul>
Page 6 Sect. VIII. Terms of Agreement	<ul style="list-style-type: none"> <li>Will be effective with new date of approval</li> </ul>



<p>Page 6 Sect. X. Acceptance</p>	<ul style="list-style-type: none"> <li>• Added new required language from the Commonwealth indicating the following. <ul style="list-style-type: none"> <li>○ The individuals signing this agreement have the authority to commit the parties they represent to the terms of this agreement and do so by signing below.</li> <li>○ The undersigned have read, fully understand, and agree to comply with the current Partnership agreement.</li> <li>○ I understand I reserve the option to request negotiations to amend the LEO agreement at any time during my tenure as a LEO/CEO.</li> </ul> </li> <li>• Added date and email fields for LEO Board Chairperson and WDB Chairperson per Commonwealth requirements.</li> <li>• Removed Witnessed By section.</li> </ul>
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**Central Pennsylvania Local Elected  
Official Board  
and  
Central Pennsylvania Workforce  
Development Board  
Partnership Agreement**

**PARTNERSHIP AGREEMENT BETWEEN**  
***CENTRAL PENNSYLVANIA'S LOCAL ELECTED OFFICIAL BOARD***  
***and the***  
***CENTRAL PENNSYLVANIA WORKFORCE DEVELOPMENT CORPORATION BOARD***

This agreement is made and entered into by and between the Central Pennsylvania Local Elected Official Board (consisting of one county commissioner each from Centre, Clinton, Columbia, Lycoming, Mifflin, Montour, Northumberland, Snyder, and Union Counties of the Commonwealth of Pennsylvania), hereinafter referred to as the "the LEO Board," and the Central Pennsylvania Workforce Development Board~~Investment Board~~, which has been incorporated under the name "Central Pennsylvania Workforce Development Corporation", and doing business as, Advance Central PA hereinafter referred to as the "the LWDBLWIB" and

**WHEREAS**, the Workforce Innovation & Opportunity Act (WIOA)~~Workforce Investment Act of 2014~~~~1998, Public Law 105-220 August 27, 1998,~~ hereinafter referred to as "the Act" authorizes the LWDBLWIB to consolidate, coordinate and improve employment, training, literacy, and vocational rehabilitation programs in its designated workforce investment-development area, and

**WHEREAS**, the Governor of Pennsylvania has designated Centre, Clinton, Columbia, Lycoming, Mifflin, Montour, Northumberland, Snyder, and Union counties as a Local Workforce Development~~Investment~~ Area as defined by the Act, and

**WHEREAS**, the Act requires the LWDB~~LWIB~~ and the LEO Board to define the scope of their partnership by means of an agreement.

**NOW, THEREFORE**, be it resolved that this agreement pursuant to the requirements outlined in the Act be made and entered into by and between the LEO Board and the LWDB~~LWIB~~.

**I. Statement of Purpose**

By affixed signatures of the Chairperson of the LEO Board who represents the nine counties of Centre, Clinton, Columbia, Lycoming, Mifflin, Montour, Northumberland, Snyder and Union and the Chairperson of the Central Pennsylvania Workforce Development Corporation (*i.e.*, "the LWIBWDB") on behalf of the full membership the parties entering into this agreement do, hereby, agree that the purpose of the LWIBWDB is to:

- Develop policy, goals, objectives, and overall direction of a nine-county workforce investment development area with respect to activities under the Act;
- Increase the business community's involvement in the workforce investment-development programs operated within the nine-county workforce investment-development area;

And that the purpose of the LEO Board is to provide oversight of policy affecting:

- Programs and services for which funds are provided through the Act, or other related programs;
- Services for which funds may otherwise be made available to the LWIBWDB;
- And for all other workforce investment-development programs provided thorough the One-Stop Career Centers, as defined in the Act and related regulations.

**II. Authorities and Responsibilities of the LEO Board**

The LEO Board's responsibilities shall include but are not necessarily limited to the following:

- A. Appointment and re-appointment of members of the L~~WIBWDB~~ from individuals nominated or recommended to/by the LEO Board by the appropriate organizations in accordance with the Act. Nominations and individuals selected from the private sector must reflect the industrial and demographic composition of the local labor market.
- B. Approval of the budget developed by the L~~WIBWDB~~ for the purpose of carrying out the duties of the L~~WIBWDB~~.
- C. Establishment of by-laws for the LEO Board's operation.
- D. Provide oversight to the L~~WIBWDB~~ by reviewing areas of policy development that are under joint control of the L~~WIBWDB~~ and LEO Board as defined by the Act, initial implementation of the Act; and in all matters affecting fiscal management of funds related to Title I of the Act.
- E. Be the recipient of all funds under Title I of the Act and maintain the authority, responsibility, and liability for the oversight of all workforce ~~investment-development~~ programs in accordance with the Act;
- F. Such other functions as the LEO Board may deem appropriate for the exercise of the LEO Board's powers and in the discharge to the LEO Board's duties and responsibilities under the Act and the regulations promulgated thereunder.

Any delegation of power or authority by the LEO Board does not relieve its members of their ultimate responsibility for use of the funds. The LEO Board reserves the right to review, evaluate, and make a determination on any plan, proposal, or request for funding as submitted by the L~~WIBWDB~~.

### III. **AUTHORITIES AND RESPONSIBILITIES OF THE L~~WIBWDB~~**

The L~~WIBWDB~~ powers, functions, and responsibilities shall include, but are not limited to:

- A. Initiate and develop all policies and policy actions including the distribution of funds related to Title I of the Act to One-Stop Operators through the nine-county local Workforce ~~Investment-Development~~ Area and for Board Operations.
- B. Identification of eligible providers of youth activities by awarding grants or ~~contract~~contracts on a competitive basis based on the recommendation of the ~~Youth-Council~~Youth Committee, as defined in the Act and regulations promulgated thereunder.
- C. Identification of eligible providers of training services for adults and dislocated workers, as defined by the Act and relevant ~~regulation~~regulations.
- D. Identification of eligible providers of ~~intensive~~ services for adults and dislocated workers and award contracts for ~~service delivery intensive services if the Pennsylvania CareerLink® Operator Consortium does not provide the intensive services.~~
- E. Submission for approval of a budget for the purpose of carrying out the L~~WIBWDB~~ duties to the LEO Board.
- F. Assistance to the state's Department of Labor and Industry in developing a statewide employment statistics system.

- G. Coordination of workforce investment development activities authorized under the Act with local economic development strategies and the development of other employer linkages with those activities.
- H. Promotion of the participation of private sector employers in the statewide workforce investment development system; ensure private sector participation through the connecting brokering, and coaching activities, through intermediaries such as the PA CareerLink® Operator Consortium or through other organizations, to assist employers in meeting hiring needs.
- I. Solicitation and acceptance of grants and donations from sources other than Federal funds made available under the Act.
- J. Establishment of by-laws for the operation of the LWIBWDB.
- K. Promotion of good public relations for the entire workforce development system investment system.
- L. Delegation of such functions and responsibilities to agencies, sub-groups, or individuals as the LWIBWDB deems appropriate for executive administration; all powers not expressly delegated are reserved by the LWIBWDB.
- M. Such other functions as the LWIBWDB may deem appropriate for the exercise of the LWIBWDB's powers and in the discharge of the LWIBWDB duties and responsibilities under the Act and the regulations promulgated thereunder.

#### IV. RESPONSIBILITIES HELD JOINTLY BY BOTH PARTIES

The Act outlines specific responsibilities held jointly by the LEO Board and the LWIBWDB. In matters pertaining to these areas of joint responsibility, it will be the LWIBWDB's role to initiate activity and submit recommendations regarding this activity to the LEO Board for input, review, and approval.

The joint responsibilities of the LEO Board and the LWIBWDB shall include, but are not necessarily limited to:

- A. Development and submission of all plans and subsequent modifications to the Governor and/or other organizations for funding.
- B. Designation or certification of PA CareerLink® Operator Consortium (consistent with criteria established by the Pennsylvania Workforce Investment Board Workforce Development Board and Pennsylvania Department of Labor and Industry and termination for cause the certification of the PA CareerLink® Operator Consortium).
- C. Conduct oversight with respect to local programs of youth, adult and dislocated worker activities authorized under the Act and the PA CareerLink® delivery system.
- D. Negotiation of and reaching an agreement with the Pennsylvania Department of Labor & Industry on behalf of the Governor on local performance measures.
- E. Appointment of a Youth Council Youth Committee as a sub-group of the LWIBWDB responsible for recommendations to the LWIBWDB concerning youth programs and issues.

- F. Solicitation of support and comment from the general public in providing comprehensive workforce ~~development~~~~investment~~ programsplans.
- G. Development of other agreements which further defines the organizational structure and relationship of the L~~WIB~~~~WDB~~ and LEO Board.
- H. Employ staff and/or utilize other options for carrying out the authorities and responsibilities set forth in this agreement.

## V. RESTRICTIONS OF BOTH THE LEO BOARD AND THE L~~WIB~~~~WDB~~

The restrictions of the LEO Board and the L~~WIB~~~~WDB~~ shall include:

- A. May not provide ~~core services or intensive services~~WIOA Title I career services to individuals through a PA CareerLink® system or be designated or certified as a PA CareerLink® Operator unless an agreement is reached between the LEO Board and the Governor;
- B. May not provide training services unless granted a waiver by the Governor due to an insufficient number of eligible providers of training services to meet the local area demand;
- C. May not mandate curricula for schools; and
- D. May not vote on a matter under consideration by them regarding provisions of services by the member or the entity the member represents; matters that would provide direct financial benefit to the member, his/her immediate family; or a business with which the member or his/her immediate family is associated or another activity that would be in conflict with the conflict of interest prohibitions outlined in the State Plan. Conflict or conflict of interest does not include an action having *de minimis* economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation, or other group which includes the member of the L~~WIB~~~~WDB~~ or the LEO Board or a member of his/her immediate family, or a business with which he/she or a member of his/her immediate family is associated.

## VI. FISCAL AGENT, L~~WIB~~~~WDB~~ STAFFING, AND L~~WIB~~~~WDB~~ STAFFING SUPPORT TO THE LEO BOARD

Under the terms of this agreement the L~~WIB~~~~WDB~~ and LEO Board agree to the following:

- A. The LEO Board will appoint the L~~WIB~~~~WDB~~ as fiscal agent for the nine-county Workforce ~~Development~~~~Investment~~ Area represented by the L~~WIB~~~~WDB~~.
  - 1. The LEO Board will maintain sole authority to appoint the fiscal agent;
  - 2. The LEO Board agrees that the personnel oversight of individual(s) managing the Fiscal Agent duties will be the authority of the L~~WIB~~~~WDB~~; and
  - 3. It is agreed that the duties of the fiscal agent will be limited to those duties authorized by the Act and the regulations promulgated thereunder, which are specifically related to the management, accounting, and bookkeeping of funds related to Title I of the Act for reasons related to the financial liability of the LEO Board for such funds. The role of the Fiscal Agent does not include policy reflecting the manner in which these funds are disbursed to one-stop operators.
- B. The L~~WIB~~~~WDB~~ staff, including personnel acting in accordance with the role of Fiscal Agent, will be employed by the L~~WIB~~~~WDB~~. As the employer of the L~~WIB~~~~WDB~~ staff, the L~~WIB~~~~WDB~~'s responsibilities include:
  - 1. Hiring, appointment, dismissal and compensation of staff;

2. Development of all policy and procedures related to L~~WIBWDB~~ staff;
3. Determination of compensation, including but not necessarily limited to: financial compensation, insurance coverage, bonuses, and leave policy; and
4. All other personnel items not outlined here.

C. The L~~WIBWDB~~ agrees to make specific provisions to ensure that the LEO Board has ample and adequate access to information regarding the L~~WIBWDB~~'s operations and to L~~WIBWDB~~ staff and staff support. In order to ensure that information related to workforce development policy is regularly and routinely shared between the L~~WIBWDB~~ and LEO Board, the LEO Board and the L~~WIBWDB~~ further agree to the following:

1. The LEO Board will hold regularly scheduled meetings and that the L~~WIBWDB~~ will include provision in its overall budget to administer and accommodate such meetings.
2. A single professional member of the L~~WIBWDB~~ staff will be designated to work with the LEO Board and if need be 100% of the time such individual or groups of individuals will be devoted to workforce development matters of particular interest to the LEO Board. The role of this L~~WIBWDB~~ staff will include but will not necessarily be limited to the following:
  - a. Ensure that routine and regular communication and distribution of information on matters related to workforce development and L~~WIBWDB~~ activity.
  - b. Provide the LEO Board with routine and extraordinary synopses of information related to the PA CareerLink® system in the nine-county area represented by the L~~WIBWDB~~
  - c. Manage the logistics of all LEO Board meetings including facilities, meeting notices, minutes and other duties as defined by the LEO Board.
  - d. All other activities deemed necessary by the LEO Board in agreement with the L~~WIBWDB~~.
3. The L~~WIBWDB~~ will provide the LEO Board with routine and extraordinary updates on all policy activity and decisions, as well as information on the operations of the region's workforce development system.
4. The L~~WIBWDB~~ will copy LEO Board members on information related to public L~~WIBWDB~~ meetings. Individual LEO Board members will be copied on matters related to workforce development activities particular to their counties.

## VII. RESOLUTION OF DISAGREEMENTS

The LEO Board reserves the right to refer any policy decisions, in particular policy decisions related to the fiscal management of the funds related to Title I of the Act, made by the L~~WIBWDB~~, back to the L~~WIBWDB~~ for additional review.

In the event that the LEO Board seeks a policy review, a formal written request will be submitted to the L~~WIBWDB~~, signed by the ~~Chief Elected Official sitting on the~~ LEO Board Chairperson, describing the specific reasons for the policy review. This request must occur within 15 business days of the policy-related information being received by the ~~Chief Elected Official of the~~ LEO Board Chairperson.

If additional policy review does not bring the LEO Board and L~~WIBWDB~~ into consensus the following activity will occur:

- A. A meeting will be conducted by the LEO Board and L~~WIB~~WDB or a sub-group of L~~WIB~~WDB directors designated by the L~~WIB~~WDB in an attempt to reach consensus or to identify a process that will lead to consensus;
- B. If consensus is not reached, the L~~WIB~~WDB Chairperson and the Chief Elected Official of the LEO Board Chairperson will jointly choose a third-party arbitrator to review the information and make a determination;
- C. If an arbitrated decision does not result in approval by the directors of the L~~WIB~~WDB (or a designated sub-group of the L~~WIB~~WDB) and the members of the LEO Board, the issue will be forwarded to the Pennsylvania Human Resources Investment Council PA Department of Labor and Industry for a final arbitration determination.

## VIII. TERMS OF AGREEMENT

The term of this agreement shall commence on the twenty-third day of October 1999 day of September 2025 and shall be in effect until such time as it is changed or modified in writing by both parties.

## IX. AMENDMENTS OF AGREEMENT

Subject to applicable law, this agreement may be amended by an agreement in writing executed in the same manner as this agreement and authorized or ratified by the Board of Directors of the L~~WIB~~WDB and LEO Board.

## X. ACCEPTANCE

The individuals signing this agreement have the authority to commit the parties they represent to the terms of this agreement and do so by signing below.

The undersigned have read, fully understand, and agree to comply with the current Partnership agreement.

The undersigned understand they reserve the option to request negotiations to amend this agreement at any time during their tenure.

**APPROVED:**

**APPROVED:**

\_\_\_\_\_  
Chairperson  
Central Pennsylvania  
Local Elected Officials Board

\_\_\_\_\_  
Chairperson  
Central Pennsylvania  
Workforce Development Corporation Board

\_\_\_\_\_  
LEO Chairperson Email

\_\_\_\_\_  
WDB Chairperson Email

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**WITNESSED BY:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date



# Monitoring Update

## June 2025 through August 2025

### LOCAL MONITORING

Advance Central PA staff conducts regular monitoring of subrecipients, overall PA CareerLink® operations, accessibility and equal opportunity. All contacts and reports are documented. Equal Opportunity monitoring is completed at the time of subrecipient and PA CareerLink® operations monitoring unless otherwise noted. Complete monitoring reports are available to the appropriate WDB member or WDB Committee for review.

Subrecipients and core programs that are regularly monitored include:

Central Susquehanna Intermediate Unit (CSIU)	WIOA Out-of-School Youth (OSY) TANF Youth Development Program (YDP)
Central Susquehanna Opportunities (CSO)	WIOA Adult (Adult) WIOA Dislocated Worker (DW) EARN In-School Youth (ISY) TANF Youth Development Program (YDP) PA CareerLink® Operator
Tuscarora Intermediate Unit (TIU)	WIOA Business Solutions

### LOCAL MONITORING ACTIVITY

#### ELIGIBLE TRAINING PROVIDER LIST (ETPL)

Classroom training providers and courses must be approved by Advance Central PA and then the PA Department of Labor and Industry to be on the ETPL before a customer can receive funding assistance. Applications for approval can be submitted at any time, and all programs must reapply each year ensuring PA CareerLink® customers have reliable course and outcome information and prudent use of WIOA funds. Further, staff review ITA progress and outcomes, monitoring providers throughout the year.

#### Training Programs Approved for PY25 Funding (as of 09/02/2025): 20

There are several programs that have not yet been submitted by providers; staff are providing outreach and technical support as needed.

### ON-THE-JOB TRAINING CONTRACTS

Monitored for risks, quality of services, adherence to the training plan, and fiscal requirements.

#### Desk Reviews

New Contracts Reviewed: 12

Open Contracts Reviewed: 7

#### Onsite Monitoring

Jobseeker Program	BST Subrecipient	Employer	County	Visit	Findings
Adult-CSO	TIU	Kinley Jewelers	Lycoming	07/17/2025	No corrective actions needed

### SUBRECIPIENT FISCAL PRACTICES

Monitored for overall compliance with federal, state, and local requirements.

#### Desk Reviews

Monitoring of CSIU, CSO, and TIU is continuous. Technical assistance is being provided to TIU based on year-end reconciliation adjustments that Advance Central PA was able to resolve.

## ONE-STOP OPERATOR CONSORTIUM

Monitored for quality, compliance, and performance.

### Self-Monitoring Tool/Partner Staff Survey

Self-Monitoring Tool Issued	Returned	Staff Surveyed	Responses Received	Closed
04/22/2025	05/12/2025	65	47	06/20/2025

## PA CAREERLINK® OPERATIONS

Monitored for quality, compliance, and performance.

### Onsite Monitoring/Desk Reviews/Self-Monitoring Surveys

Site	Visit/Begin	Report	Findings	CAP (Initial)	Closed
Clinton County	03/17/2025	05/28/2025	3 required actions 1 recommendation	06/30/2025	06/30/2025

## SUBRECIPIENT PROGRAM OPERATIONS

Monitored for quality, compliance, and performance.

### File & Desk Reviews; Onsite Visits; Remote Observations

Program-Subrecipient	Files	Begin	Report	Findings	CAP (Initial)	Closed
ISY TANF YDP - CSO	28	06/17/2024	04/04/2025	7 required actions 2 recommendations	05/26/2025	06/11/2025
EARN-CSO	40	02/18/2025	08/28/2025	4 required actions 2 recommendations	due 09/29/2025	Pending
WIOA OSY/TANF YDP- CSIU	29	06/16/2025	Pending	Pending	Pending	Pending

## STATE MONITORING

The local area is monitored for compliance, performance, and quality by agencies within the Pennsylvania Department of Labor & Industry and Pennsylvania Department of Human Services. Advance Central PA provides requested materials, submits reports, and implements any corrective action plans required.

### STATE MONITORING ACTIVITY

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

Monitoring of the local workforce development area's fiscal and procurement systems and the local workforce development board's (LWDB) compliance and oversight functions

- BWDA has completed PY24 monitoring activities and is finalizing initial reports soon to be issued to local areas.
- BWDA's PY25 monitoring will begin in October 2025.

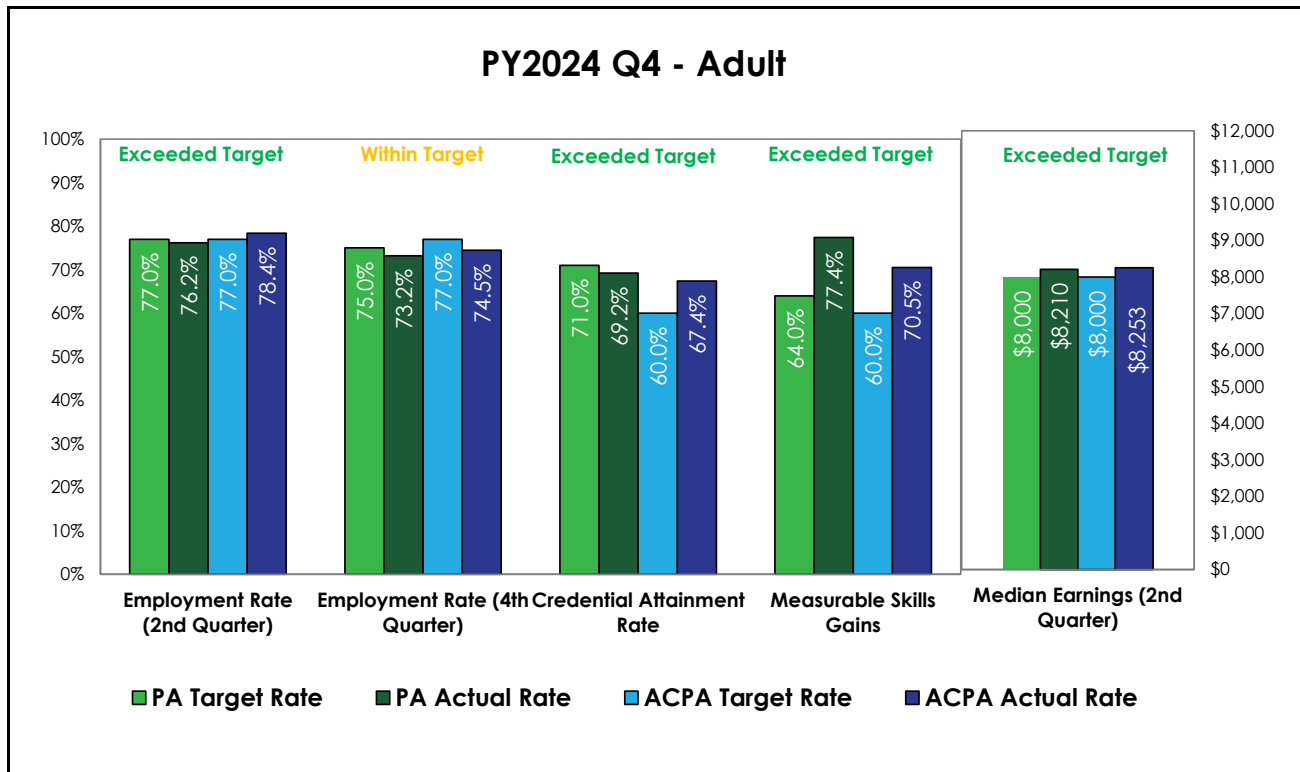
#### PENNSYLVANIA DEPARTMENT OF LABOR & INDUSTRY OFFICE OF EQUAL OPPORTUNITY (OEO)

Monitoring of the local workforce development area's services to applicants, participants, and registrants for compliance with the equal opportunity and nondiscrimination requirements of WIOA

- The next OEO monitoring cycle is expected to begin in October 2025.

## Common Measure Performance - Adult Program Year 2024 Q4

Performance Metric	Adult			
	Numerator	Actual Performance	Negotiated Goal	% of Goal Achieved
	Denominator			
Employment Rate (2nd Quarter)	127 162	78.4%	77.0%	101.8%
Employment Rate (4th Quarter)	108 145	74.5%	77.0%	96.8%
Median Earnings (2nd Quarter)	- -	\$8,253	\$8,000	103.2%
Credential Attainment Rate	31 46	67.4%	60.0%	112.3%
Measurable Skill Gains	91 129	70.5%	60.0%	117.5%
<b>Average Program Score</b>			✓	<b>106.3%</b>



### Common Measure Definitions

**Employment Rate (2<sup>nd</sup> Quarter)** - % of participants in unsubsidized employment in the 2<sup>nd</sup> quarter after exit

**Employment Rate (4<sup>th</sup> Quarter)** - % of participants in unsubsidized employment in the 4<sup>th</sup> quarter after exit

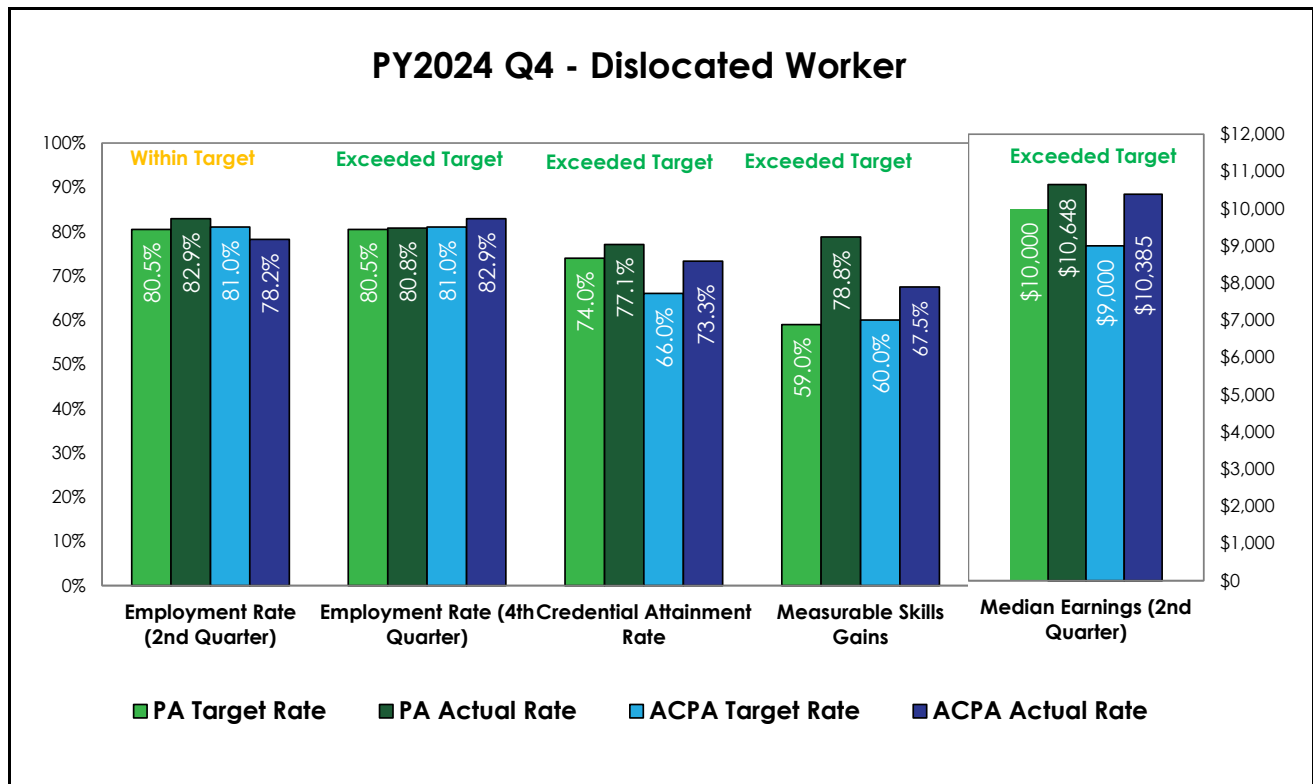
**Credential Attainment Rate** - % of participants who during participation or within one year from exit: 1) attain a high school diploma/equivalent along with employment or enrollment in postsecondary training, or 2) attained a postsecondary credential

**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 2<sup>nd</sup> quarter after exit

## Common Measure Performance - Dislocated Worker Program Year 2024 Q4

Performance Metric	Dislocated Worker			
	Numerator	Actual Performance	Negotiated Goal	% of Goal Achieved
	Denominator			
Employment Rate (2nd Quarter)	43 55	78.2%	81.0%	96.5%
Employment Rate (4th Quarter)	34 41	82.9%	81.0%	102.3%
Median Earnings (2nd Quarter)	- -	\$10,385	\$9,000	115.4%
Credential Attainment Rate	11 15	73.3%	66.0%	111.1%
Measurable Skill Gains	27 40	67.5%	60.0%	112.5%
Average Program Score				✓ 107.6%



### Common Measure Definitions

**Employment Rate (2<sup>nd</sup> Quarter)** - % of participants in unsubsidized employment in the 2<sup>nd</sup> quarter after exit

**Employment Rate (4<sup>th</sup> Quarter)** - % of participants in unsubsidized employment in the 4<sup>th</sup> quarter after exit

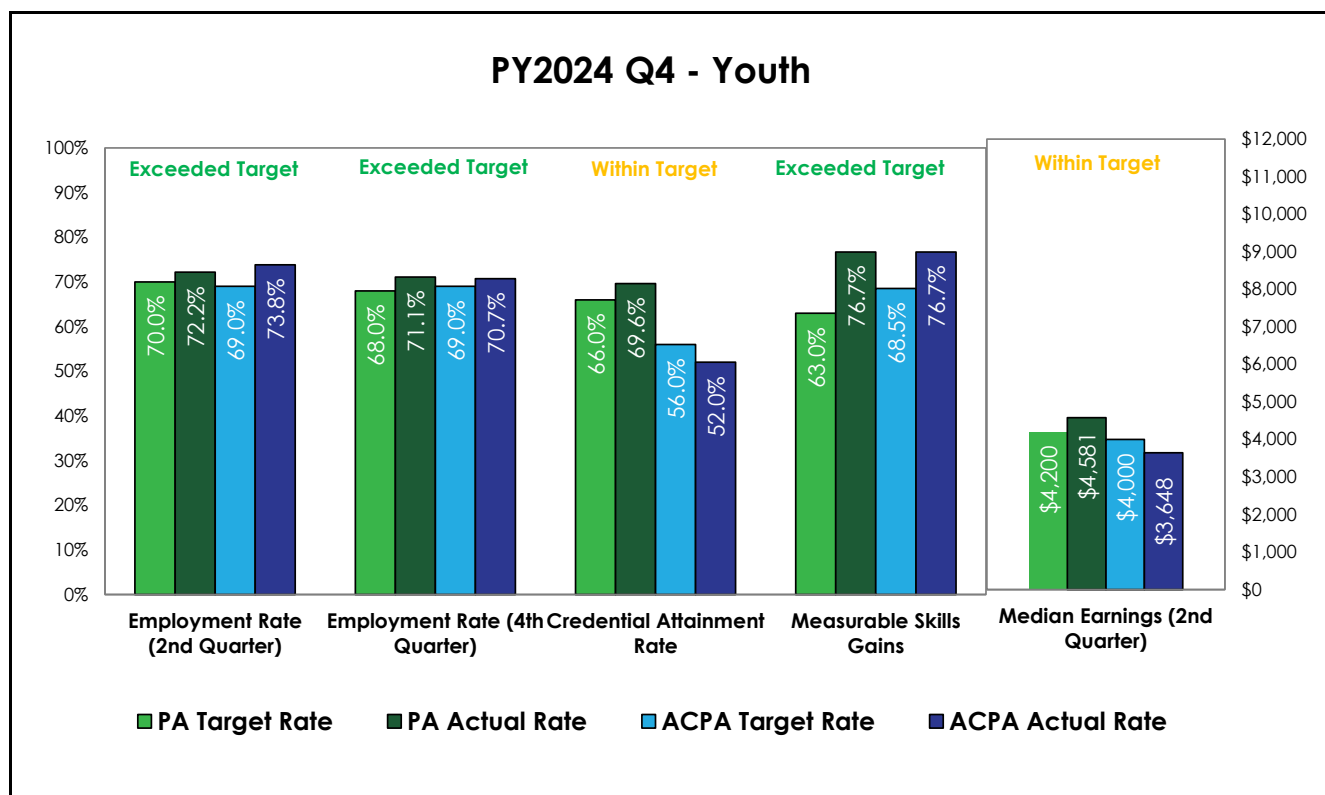
**Credential Attainment Rate** - % of participants who during participation or within one year from exit: 1) attain a high school diploma/equivalent along with employment or enrollment in postsecondary training, or 2) attained a postsecondary credential

**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 2<sup>nd</sup> quarter after exit

## Common Measure Performance - Youth Program Year 2024 Q4

Performance Metric	Youth			
	Numerator	Actual Performance	Negotiated Goal	% of Goal Achieved
	Denominator			
Employment Rate (2nd Quarter)	135 183	73.8%	69.0%	107.0%
Employment Rate (4th Quarter)	130 184	70.7%	69.0%	102.5%
Median Earnings (2nd Quarter)	- -	\$3,648	\$4,000	91.2%
Credential Attainment Rate	53 102	52.0%	56.0%	92.9%
Measurable Skill Gains	56 73	76.7%	68.5%	112.0%
<b>Average Program Score</b>				✓ 101.1%



### Common Measure Definitions

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

**Employment Rate (4<sup>th</sup> Quarter)** - % of participants in unsubsidized employment or education/training in the 4<sup>th</sup> 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

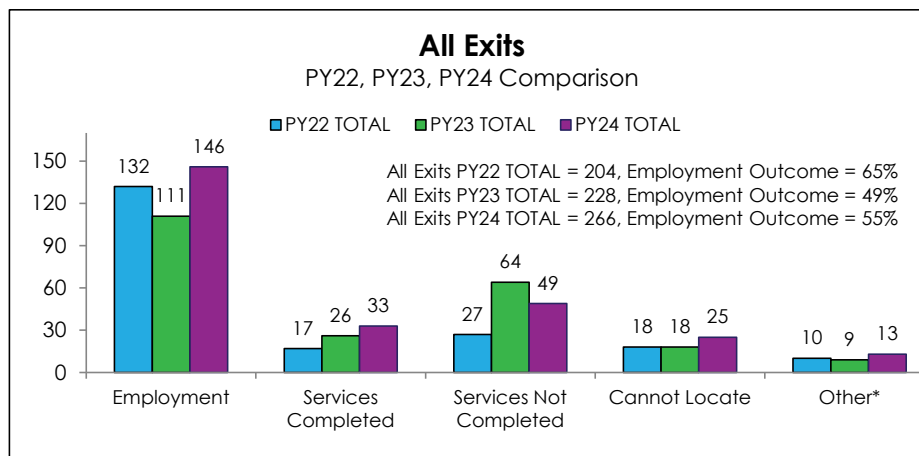
**Median Earnings** - Median earnings of Adults who have unsubsidized employment during the 2<sup>nd</sup> quarter after exit

# Adult/Dislocated Worker Outcomes Report

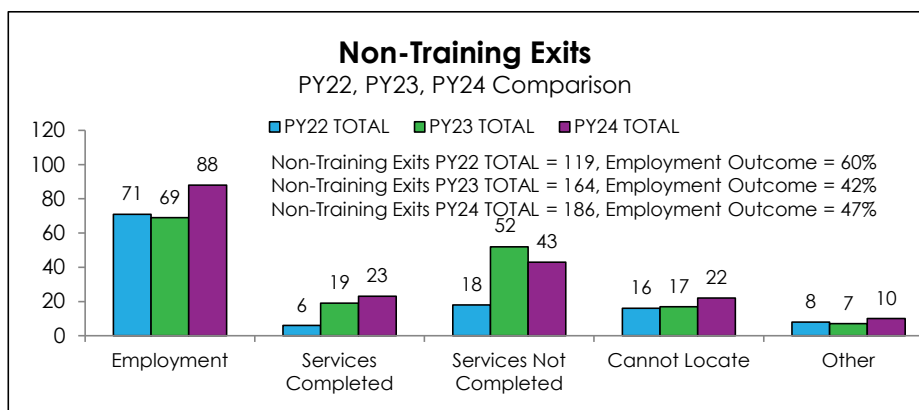
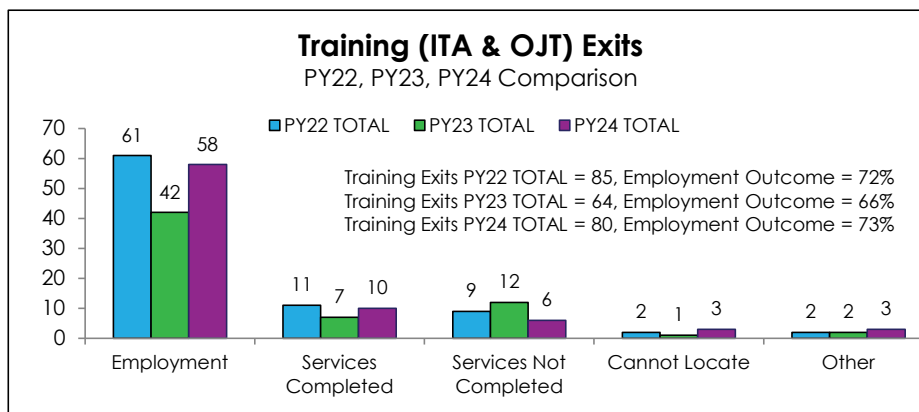
## PY22, PY23, & PY24 Comparison

July 1, 2022 - June 30, 2025

### Central Pennsylvania



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



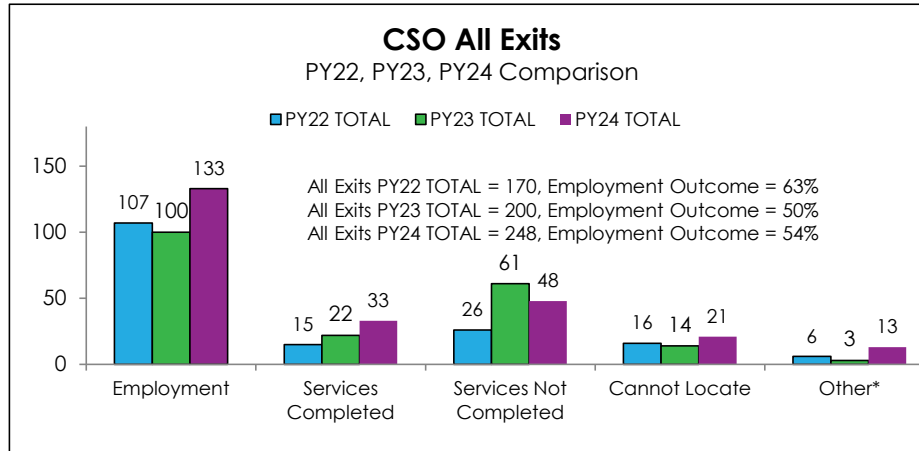
**Other\***  
(applies to All Exits)

PY22 TOTAL: Health, Medical (7), Institutionalized (1), Retirement (2)  
PY23 TOTAL: Health, Medical (7), Institutionalized (2)  
PY24 TOTAL: Deceased (2), Health, Medical (7), Institutionalized (2), Retirement (1)

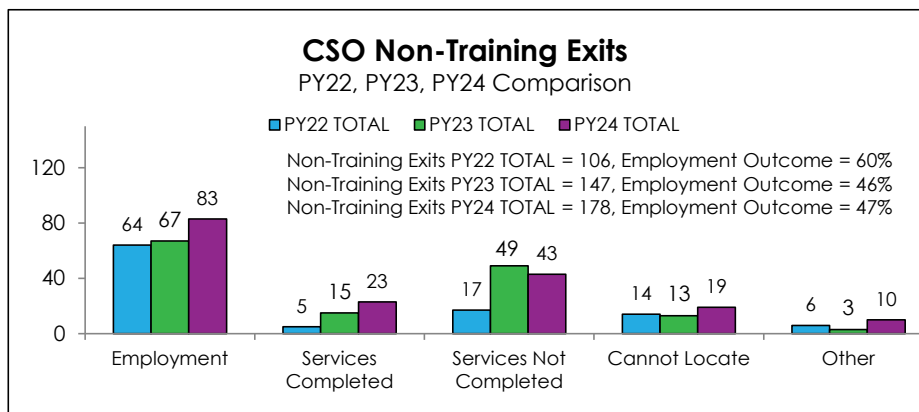
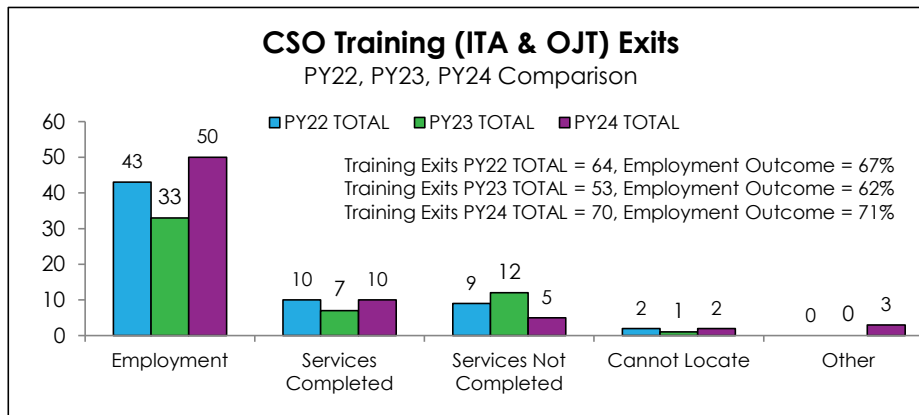
# Adult/Dislocated Worker Outcomes Report PY22, PY23, & PY24 Comparison

July 1, 2022 - June 30, 2025

## 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.**



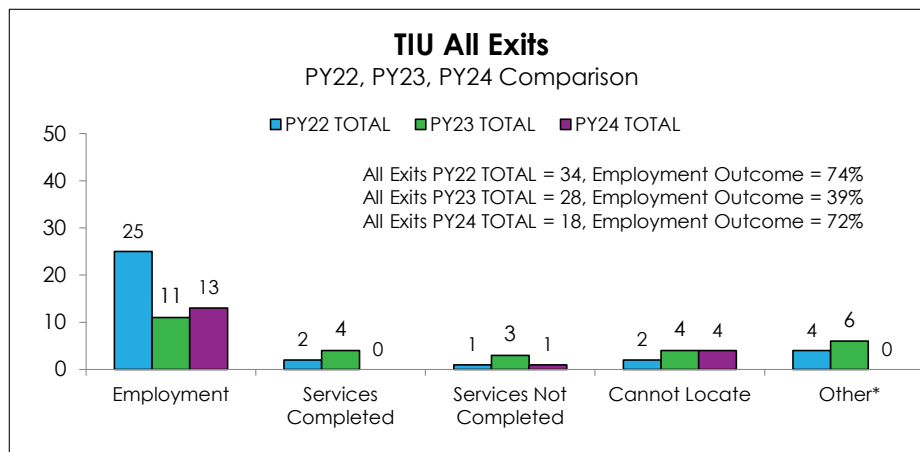
**Other\*** PY22 TOTAL: Health, Medical (4), Institutionalized (1) Retirement (1)  
**(applies to All Exits)** PY23 TOTAL: Health, Medical (1), Institutionalized (2),  
PY24 TOTAL: Deceased (2), Health, Medical (7), Institutionalized (2), Retirement (11)

# Adult/Dislocated Worker Outcomes Report

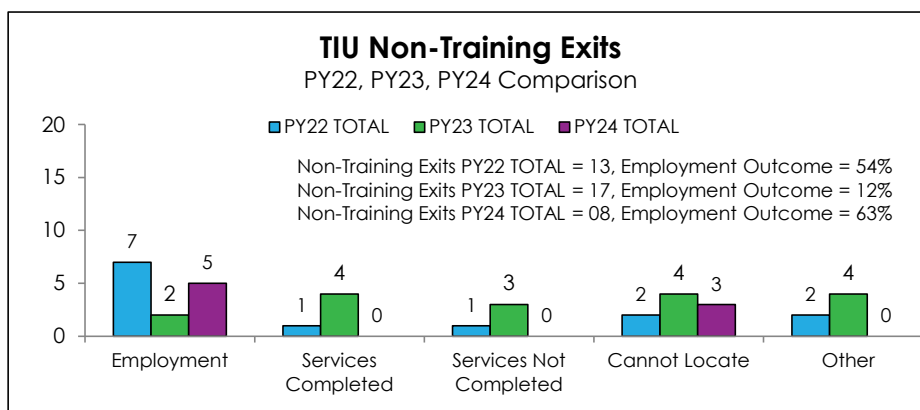
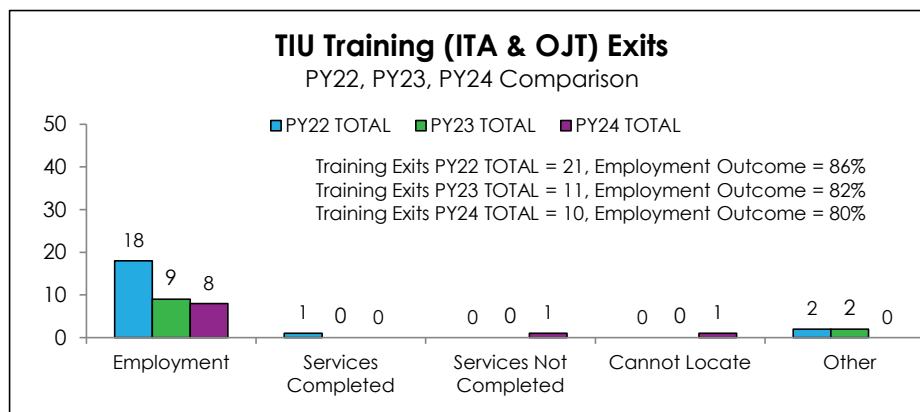
## PY22, PY23, & PY24 Comparison

July 1, 2022 - June 30, 2025

### 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\*** PY22 TOTAL: Health, Medical (3), Retirement (1)  
 (applies to All Exits) PY23 TOTAL: Health, Medical (6),



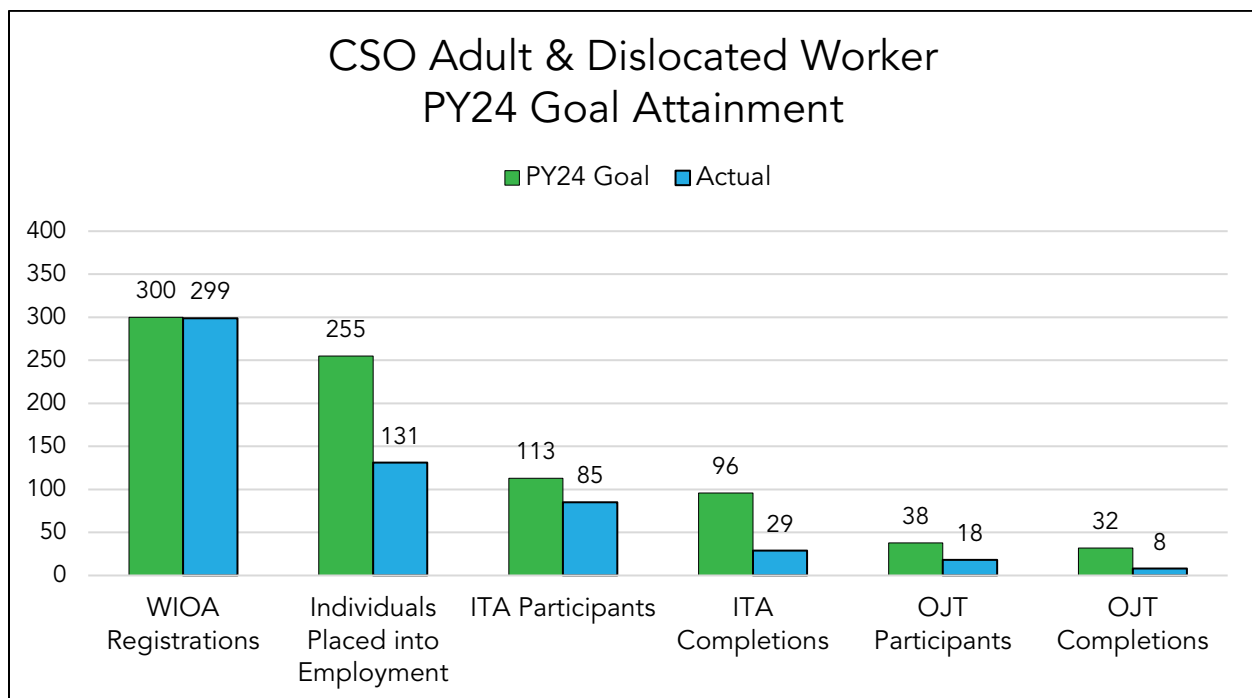
## CSO Adult and Dislocated Worker Programs Goal Attainment PY24 July 1, 2024- June 30, 2025

Program Element	Program Year Goal	Actual	% of goal reached
WIOA Registrations	300	299	99.7%
Individuals Placed into Employment	255	131	51%
ITA Participants	113	85 <sup>1</sup>	75%
ITA Completions	96	29 <sup>2</sup>	30%
OJT Participants	38	18	47%
OJT Completions	32	8 <sup>3</sup>	25%

<sup>1</sup> There are an additional 15 ITA contracts that are carryovers from PY23 not included in the measure.

<sup>2</sup> Seven of the ITA Completions are ITA carryover contracts from PY23. Most remaining ITA contracts are still ongoing.

<sup>3</sup> Two OJT completion contracts are from PY23. Eight OJT participants are still currently in training. There were four unsuccessful OJT contracts.



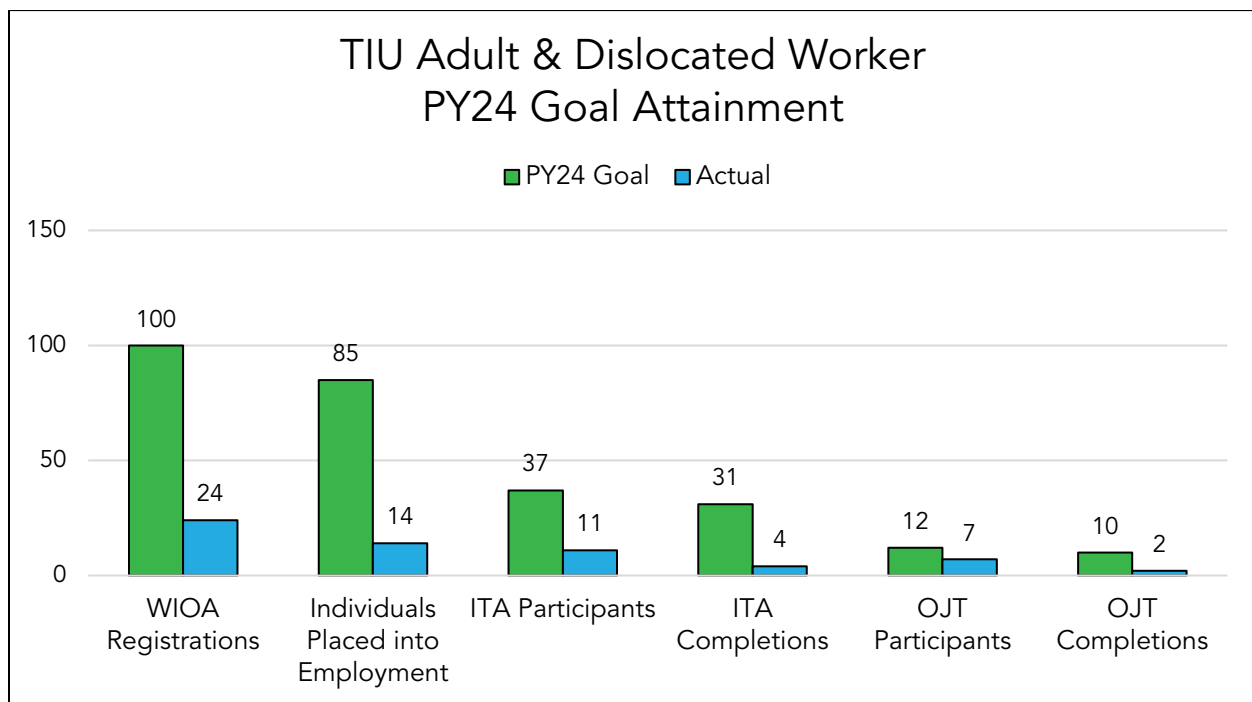
## TIU Adult and Dislocated Worker Programs Goal Attainment PY24 July 1, 2024- June 30, 2025

Program Element	Program Year Goal	Actual	% of goal reached
WIOA Registrations	100	24	24%
Individuals Placed into Employment	85	14	16%
ITA Participants	37	11 <sup>1</sup>	30%
ITA Completions	31	4 <sup>2</sup>	13%
OJT Participants	12	7	58%
OJT Completions	10	2 <sup>3</sup>	20%

<sup>1</sup> There are another 4 ITA contracts that are carryovers from PY23 not included in the measure.

<sup>2</sup> Two ITA completions are carryovers from PY23. Most remaining ITA contracts are ongoing.

<sup>3</sup> Three OJT participants are still currently in training. There were an additional two unsuccessful OJT contracts.



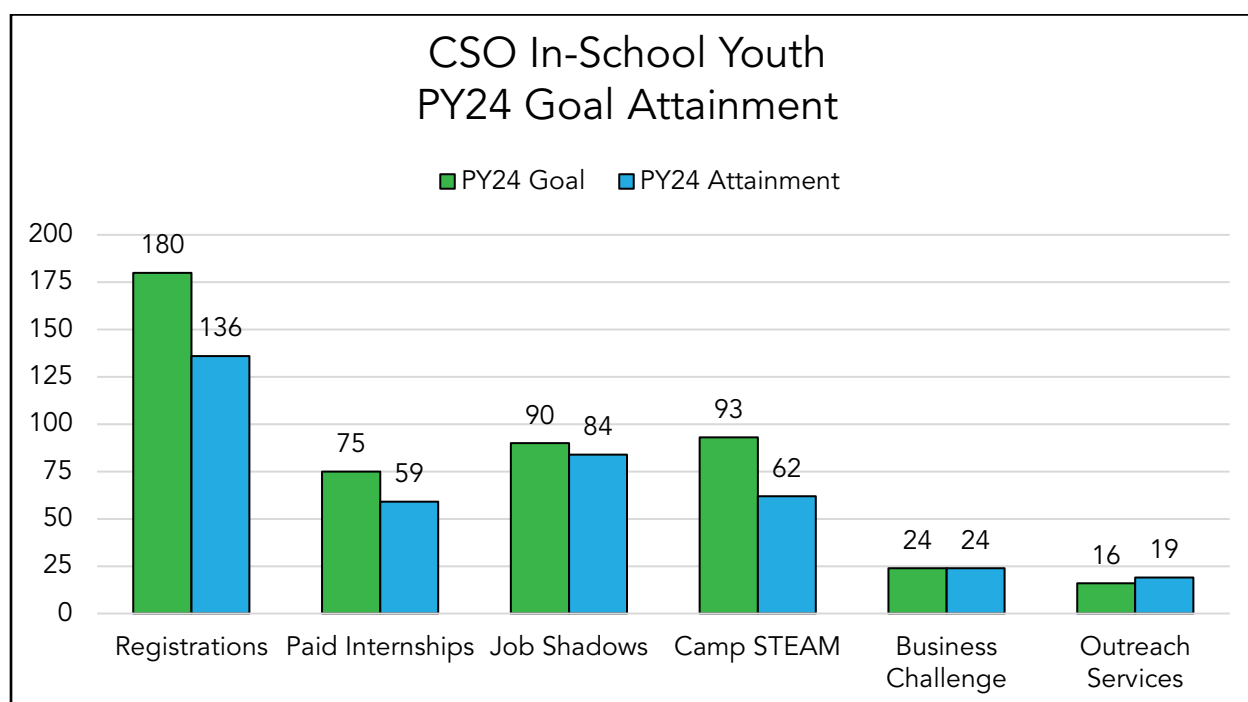
# Bridges to the Future In-School Youth Program

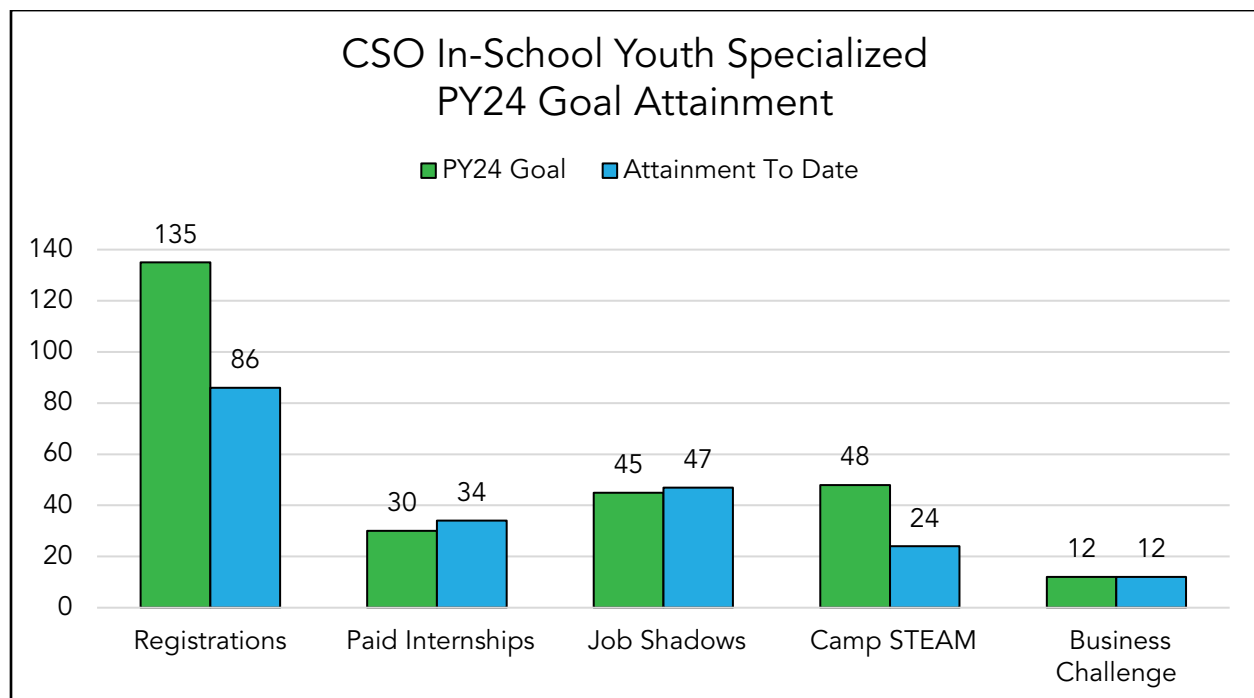
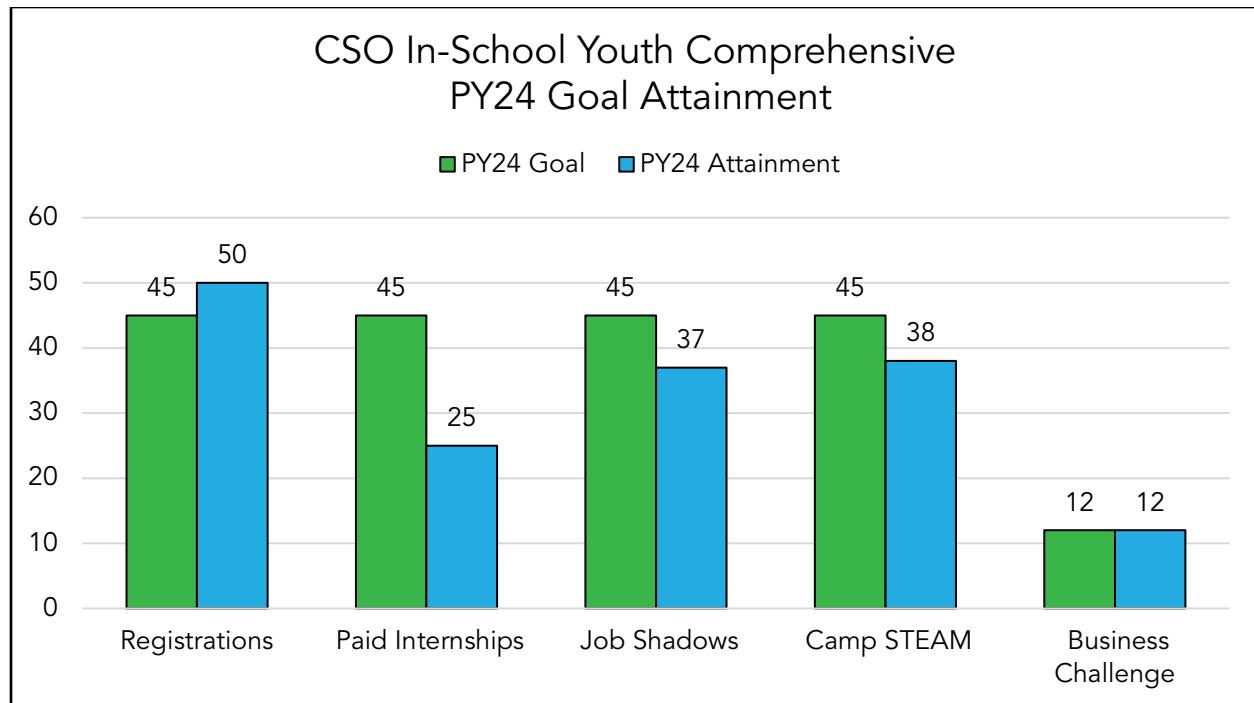
## Goal Attainment

PY24 July 1, 2024- June 30, 2025

Program Provider: CSO

Program Element	Program Year Goal	Program Year Attainment	% of goal reached
Comprehensive Registrations	45	50	111%
Comprehensive Paid Internships	45	25	56%
Comprehensive Job Shadows	45	37	82%
Comprehensive Camp STEAM	45	38	84%
Comprehensive Business Challenge	12	12	100%
Specialized Registrations	135	86	64%
Specialized Paid Internships	30	34	113%
Specialized Job Shadows	45	47	104%
Specialized Camp STEAM	48	24	50%
Specialized Business Challenge	12	12	100%
School Districts Receiving Outreach Services (BEP Grant)	16	19	119%





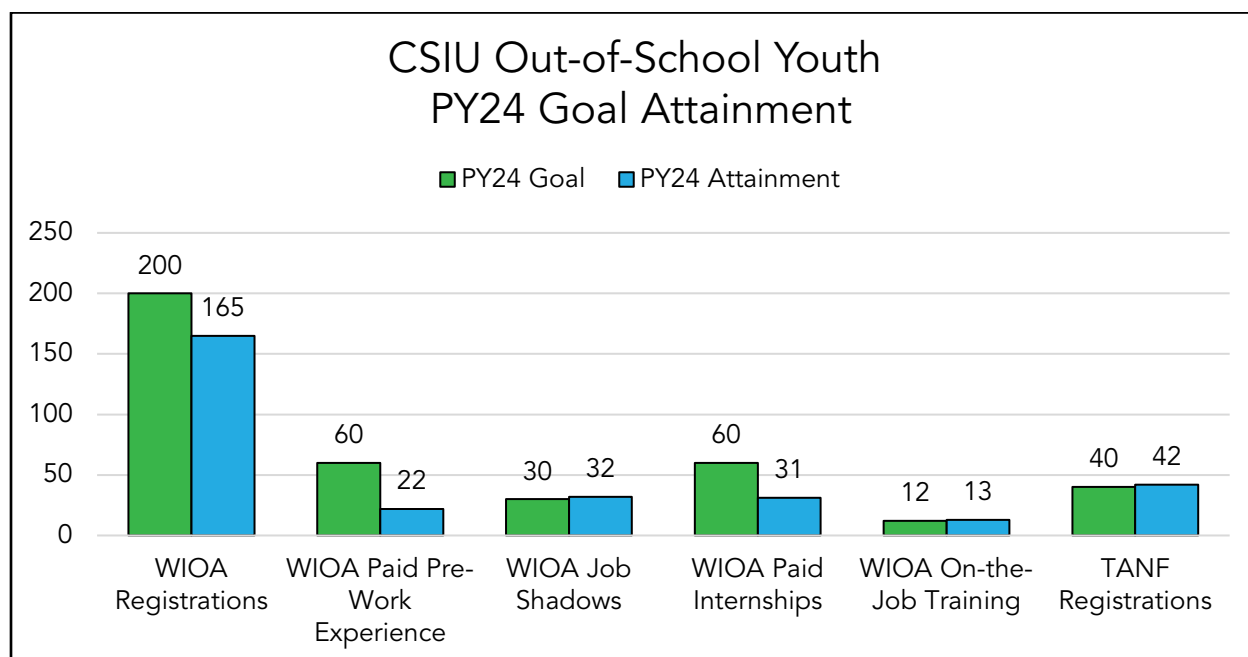
# YES to the Future Out-of-School Youth Program

## Goal Attainment

PY24 July 1, 2024- June 30, 2025

Program Provider: CSIU

Program Element	Program Year Goal	Program Year Attainment	% of goal reached
WIOA Registrations	200	165	83%
WIOA Paid Pre-Work Experience	60	22	37%
WIOA Job Shadows	30	32	107%
WIOA Paid Internships	60	31	52%
WIOA On-the-Job Training	12	13	108%
TANF Registrations	40	42	105%



## Local Elected Official Board Joint Meeting Action Items September 17, 2025

1. Motion to approve the minutes of the June 18, 2025 joint WDB/LEO Board meeting.

Motion:

Second:

2. Motion to approve the submission of the final 2025-2028 Local Plan to the Pennsylvania Department of Labor and Industry.

Motion:

Second:

3. Motion to approve the amended Local Elected Officials and CPWDC Partnership Agreement.

Motion:

Second:

## Fiscal Year 2026 Competitive Funding Portfolio As of September 2, 2025

### GRANTS CARRIED OVER FROM FY25

Program/Project Name & Funding Information	Funding Available	Grant Objectives
<b>Apprenticeship Building America</b> PA Dept. of Labor & Industry Apprenticeship & Training Office January 1 2023 – March 31, 2026	\$181,537	<ul style="list-style-type: none"> <li>Develop actionable Registered Apprenticeship (RA) and Pre-Apprenticeship (Pre-RA) strategies for incorporation within the Local and Regional Plan.</li> <li>Engage career &amp; technical education to develop and successfully register 1 new Pre-RA program and 1 new RA program.</li> <li>Serve 27 Pre-Apprentices and 27 Apprentices, half of whom will be underserved.</li> <li>Provide comprehensive support services to participants.</li> <li>Supplement the cost of RA Related Technical Instruction.</li> </ul>
<b>Apprenticeship Grant- PAsmart</b> PA Dept. of Labor & Industry January 1, 2022 – June 30, 2024 (Extended through June 30, 2026)	\$273,379	<ul style="list-style-type: none"> <li>Supports Central Pennsylvania Institute of Science and Technology (CPI), development of non-traditional Registered Apprenticeship (RA) programs: Water Operator, Wastewater Operator, and Solar Photovoltaic (PV) Installer.</li> <li>Enroll 25 Apprentices, including 7 Veterans or underserved/non-traditional populations.</li> <li>Expand Registered Apprenticeship programs to new businesses.</li> </ul> <p><b>(Note:</b> Effective 11/9/23 per guidance from the PA Dept. of Labor &amp; Industry, Solar PV Installer may not be pursued; goals have been modified including to enroll 15 Apprentices)</p>
<b>Business Education Partnership (PY24)</b> PA Dept. of Labor & Industry September 1, 2024 – June 30, 2026	\$150,000	<ul style="list-style-type: none"> <li>Provide outreach services to students across the 31 public school districts in the region to increase career awareness and readiness.</li> <li>Support the <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.</li> <li>Facilitate Student/Educator in the Workplace Events</li> <li>Continue license for Virtual Reality career awareness.</li> <li>Support two STEM Aviation Camps in partnership with Susquehanna STEM to the Skies.</li> <li>Provide scholarships for Pennsylvania Free Enterprise Week.</li> </ul>

<b>Disaster Recovery National Dislocated Worker Grant to Address the Opioid Crisis</b> US Dept. of Labor Employment & Training Administration  April 8, 2024 – April 7, 2026	\$1,211,675 (as part of larger grant submitted by PA Dept. of Labor & Industry)  Reduced to \$386,912.32 due to federal recission of future allocations	<ul style="list-style-type: none"> <li>• Supports provision of workforce employment and training services to dislocated workers impacted by opioid use, addiction, and overdose.</li> <li>• 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.</li> <li>• Funds four (4) Title I Career Coach staff (1 new hire and two (2) Wellness Coaches (both new hires.)</li> </ul> <p>(Note: Goals are reduced as is the staffing model due to the federal recission of funds.</p>
<b>Industry Partnerships</b> PA Dept. of Labor & Industry  January 1, 2024 – June 30, 2025 (Extended to June 30, 2026)	\$150,000	<ul style="list-style-type: none"> <li>• Supports the development/launch of an Industry Partnership for Agriculture.</li> <li>• Includes funds for incumbent worker training.</li> <li>• Goals include: improved worker retention, increased prosperity, increased job quality, and expansion of the partnership members' employee base to include marginalized populations with barriers.</li> </ul>
<b>Industry Partnerships</b> PA Dept. of Labor & Industry  January 1, 2024 – June 30, 2025 (Extended to June 30, 2026)	\$175,000	<ul style="list-style-type: none"> <li>• Supports the development/launch of an Industry Partnership for the Building &amp; Construction sector.</li> <li>• Includes funds for incumbent worker training.</li> <li>• Goals include: improved worker retention, increased prosperity, increased job quality, and expansion of the partnership members' employee base to include marginalized populations with barriers.</li> </ul>
<b>School-To-Work</b> PA Dept. of Labor & Industry  June 1, 2025 – May 1, 2027	\$103,592	Partnering with the IBEW Local 812 and Williamsport Joint Apprenticeship and Training Committee, Advance Central PA will develop an electrical/construction pre-apprenticeship for high school students and recent graduates, developing a pipeline to the IBEW's long-standing Registered Apprenticeship program.
<b>WIOA Statewide Activity Projects Outreach Coordinator</b> PA Dept. of Labor & Industry  July 1, 2023 – June 30, 2024 (Extended to June 30, 2025)	\$49,525	<ul style="list-style-type: none"> <li>• Pilot a portion of the cost to 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.</li> </ul>



## NEW GRANTS SECURED

Program/Project Name & Funding Information	Funding Available	Grant Objectives
<b>ARPA Digital Technology Program- Round Two</b>  PA Broadband Development Authority  July 1, 2025 – December 31, 2026	\$246,925	Laptops for customer use will be distributed throughout the PA CareerLink® sites, including The Link; usage will include job preparation and job search, digital literacy, and health access and monitoring.

## GRANTS SUBMITTED

Program/Project Name & Funding Information	Funding Requested	Grant Objectives
<b>Williamsport- Lycoming County Competitive Grant Program 2025</b>  First Community Foundation Partnership  Award announcement: 9/2025	\$187,112	Funds will be used to increase access to services at PA CareerLink® Lycoming County including to purchase and professionally install a new computer server, customer computers, Microsoft licenses, and ADA software in addition to funding a new supervisory position focused on customer experience.
<b>Supporting Pennsylvania's Advanced Manufacturing Sector Through Apprenticeships and Pre-Apprenticeships</b>  PA Dept. of Labor & Industry  Contracts anticipated to start: 1/20/2026	\$400,000	Funds will be used to build, support and register a new pre-apprenticeship program in advanced manufacturing with a concentration on serving populations traditionally underserved in apprenticeship in a collaboration with Central PA Institute of Science and Technology (CPI).

## GRANTS BEING EXPLORED

Funding Source/Grant Name	Funding to be Requested	Grant Details
<b>Engage!</b>  PA Dept. of Community and Economic Development	TBD (as part of larger grant to be submitted by SEDA-COG)	Pending renewed funding from the Commonwealth, Advance Central PA and TIU business solutions staff will conduct interviews of executives from central PA companies to discuss each company's needs and match them with solutions for economic stability and/or growth.
<b>Partnerships for Opportunity and Workforce and Economic Revitalization (POWER)</b>  Appalachian Regional Commission  Applications due October 22, 2025	TBD (Max award of \$2,000,000)	ARC's POWER Initiative offers federal grant funding for projects that help Appalachian communities that have been affected by job losses in coal mining, coal power plant operations and coal-related supply chain industries. Requires a 50% - 65% cash or in-kind match.

## GRANTS NOT FUNDED

Funding Source/Grant Name	Funding to be Requested	Grant Details
NA		



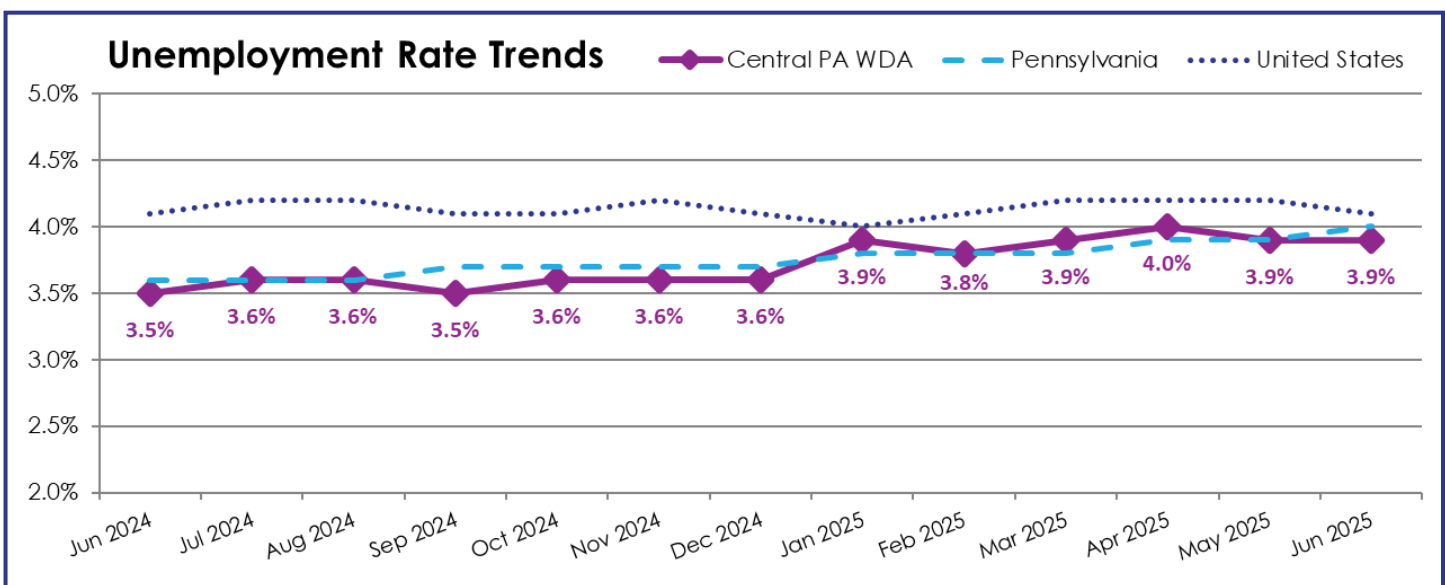
This report provides an overview of the labor market conditions in the Central Workforce Development Area (WDA), which includes Centre, Clinton, Columbia, Lycoming, Mifflin, Montour, Northumberland, Snyder, and Union Counties. In June 2025, the labor force contracted as the employed population declined and the unemployed population remained unchanged, resulting in a stable unemployment rate from the previous month.

Civilian Labor Force	
287,900	
Monthly Change	Annual Change
↓ -1,500	↓ -3,800

Employed Population	
276,700	
Monthly Change	Annual Change
↓ -1,500	↓ -4,800

Unemployed Population	
11,200	
Monthly Change	Annual Change
— 0	↑ 1,000

Unemployment Rates			
Region	June 2025	Monthly Change	Annual Change
Centre County	3.0%	↓	↑
Clinton County	4.4%	↓	↑
Columbia County	4.6%	↑	↑
Lycoming County	4.3%	↑	↑
Mifflin County	3.6%	↑	↑
Montour County	3.0%	↑	↑
Northumberland County	4.4%	↑	↑
Snyder County	3.9%	↔	↑
Union County	3.6%	↓	↑
<b>Central WDA</b>	<b>3.9%</b>	<b>↔</b>	<b>↑</b>
<b>Pennsylvania</b>	<b>4.0%</b>	<b>↑</b>	<b>↑</b>
<b>United States</b>	<b>4.1%</b>	<b>↓</b>	<b>↔</b>



**June 2025 Preliminary Seasonally Adjusted Data** (Downloaded September 2025)

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.

# Central WDA County Labor Market Report June 2025

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	June 2025	Monthly Change		Annual Change	
Centre County	76,000	↓	-200	↓	-400
Clinton County	17,000	↓	-100	↓	-400
Columbia County	31,200	↓	-200	↓	-600
Lycoming County	52,700	↓	-100	↓	-300
Mifflin County	23,200	↓	-200	↓	-400
Montour County	9,300	↔	0	↓	-100
Northumberland County	52,600	↑	100	↓	-200
Snyder County	19,000	↓	-100	↓	-600
Union County	17,400	↓	-200	↓	-600
<b>Central WDA</b>	<b>287,900</b>	<b>↓</b>	<b>-1,500</b>	<b>↓</b>	<b>-3,800</b>
Pennsylvania	6,540,000	↓	-5,000	↓	-43,000
United States	170,380,000	↓	-130,000	↑	2,375,000

Employed Population					Unemployed Population				
Region	June 2025	Monthly Change		Annual Change	June 2025	Monthly Change		Annual Change	
Centre County	73,700	↓	-100	↓ -500	2,300	↔	0	↑ 100	
Clinton County	16,300	↔	0	↓ -400	800	↔	0	↑ 100	
Columbia County	29,700	↓	-300	↓ -800	1,400	↔	0	↑ 100	
Lycoming County	50,400	↓	-200	↓ -500	2,200	↔	0	↑ 100	
Mifflin County	22,400	↓	-100	↓ -400	800	↔	0	↔ 0	
Montour County	9,100	↑	100	↓ -100	300	↔	0	↔ 0	
Northumberland County	50,300	↔	0	↓ -600	2,300	↑	100	↑ 300	
Snyder County	18,300	↓	-100	↓ -600	700	↓	-100	↔ 0	
Union County	16,800	↓	-200	↓ -600	600	↓	-100	↔ 0	
<b>Central WDA</b>	<b>276,700</b>	<b>↓</b>	<b>-1,500</b>	<b>↓ -4,800</b>	<b>11,200</b>	<b>↔</b>	<b>0</b>	<b>↑ 1,000</b>	
Pennsylvania	6,280,000	↓	-7,000	↓ -67,000	260,000	↑	2,000	↑ 24,000	
United States	163,366,000	↑	93,000	↑ 2,211,000	7,015,000	↓	-222,000	↑ 166,000	

**June 2025 Preliminary Seasonally Adjusted Data** (Downloaded September 2025)

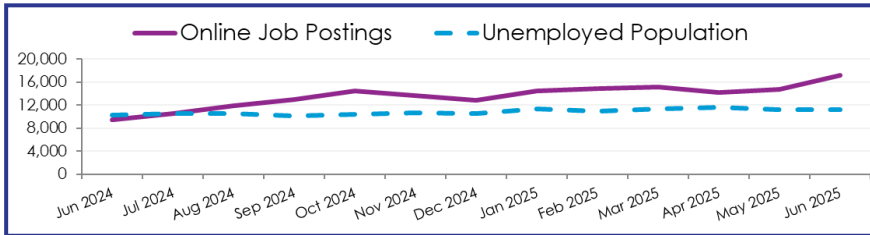
Provided by the Center for Workforce Information and Analysis (CWIA), Pennsylvania Department of Labor and Industry. CWIA is not liable for the content as presented nor does CWIA necessarily endorse the statements made herein.

# Unemployment & Online Job Postings



June 2025

In June 2025, there were 11,200 unemployed jobseekers in the Central WDA who are eligible and actively searching for employment. If every individual filled an online job posting, 5,990 postings would remain unfilled.



Online Job Postings	
17,190	
Monthly Change	Annual Change
↑ 2,458	↑ 7,686

Occupational Grouping	Online Job Postings June 2025	Unemployed June 2025
Healthcare Practitioners and Technical Occupations	4,236	450
Sales and Related Occupations	1,199	825
Healthcare Support Occupations	1,166	444
Transportation and Material Moving Occupations	1,155	1,296
Management Occupations	1,113	1,016
Educational Instruction and Library Occupations	881	270
Office and Administrative Support Occupations	878	1,330
Food Preparation and Serving Related Occupations	756	1,248
Production Occupations	730	1,437
Installation, Maintenance, and Repair Occupations	642	455
Business and Financial Operations Occupations	599	407
Arts, Design, Entertainment, Sports, and Media Occupations	494	226
Community and Social Service Occupations	483	215
Unclassified Occupation	456	0
Life, Physical, and Social Science Occupations	436	138
Building and Grounds Cleaning and Maintenance Occupations	419	302
Construction and Extraction Occupations	404	1,106
Architecture and Engineering Occupations	324	199
Computer and Mathematical Occupations	280	264
Personal Care and Service Occupations	233	214
Protective Service Occupations	187	231
Farming, Fishing, and Forestry Occupations	83	70
Legal Occupations	34	27
Military-only occupations	4	2

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	1,261	\$49.42
Home Health and Personal Care Aides	697	\$14.95
Retail Salespersons	478	\$16.06
Licensed Practical and Licensed Vocational Nurses	478	\$31.38
Heavy and Tractor-Trailer Truck Drivers	423	\$35.63
Teaching Assistants, Except Postsecondary	302	\$17.54
Postsecondary Teachers	247	\$32.43
First-Line Supervisors of Retail Sales Workers	223	\$24.06
Health Technologists and Technicians, All Other	210	\$19.26
Substance Abuse, Behavioral Disorder, & Mental Health Counselors	209	\$85.50

### Top Industries

Unique Job Postings

Health Care and Social Assistance	3,432
Educational Services	2,420
Administrative and Support and Waste Management and Remediation Services	2,407
Retail Trade	1,471
Manufacturing	945
Professional, Scientific, and Technical Services	686
Accommodation and Food Services	670
Public Administration	580
Wholesale Trade	334
Transportation and Warehousing	320

### Top Employers

Unique Job Postings

Pennsylvania State University	1,752
Geisinger Health System	984
Commonwealth Of Pennsylvania	418
University of Pittsburgh Medical Center	293
Aerotek	255
Weis Markets	179
Sondermind	166
New Story School	126
Wellspan Health	123
Walmart	121

### Top Skills

Communication  
Customer Service  
Management  
Operations  
Sales  
Leadership  
Detail Oriented  
Research  
Lifting Ability  
Problem Solving

### Top Qualifications

Valid Driver's License  
Registered Nurse (RN)  
Basic Life Support (BLS) Certification  
Licensed Practical Nurse (LPN)  
Cardiopulmonary Resuscitation (CPR) Certification  
Advanced Cardiovascular Life Support (ACLS) Certification  
Board Certified/Board Eligible  
Certified Nursing Assistant (CNA)  
Commercial Driver's License (CDL)  
Nurse Practitioner (APRN-CNP)

Source: Lightcast, 2025.3 • Updated: September 2025

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

# Pennsylvania Unemployment Rates



June 2025

County			
<b>Centre County</b>	<b>3.0%</b>	Crawford County	4.3%
<b>Montour County</b>	<b>3.0%</b>	<b>Lycoming County</b>	<b>4.3%</b>
Chester County	3.1%	Susquehanna County	4.3%
Lancaster County	3.2%	Tioga County	4.3%
Cumberland County	3.3%	<b>Clinton County</b>	<b>4.4%</b>
Montgomery County	3.3%	Elk County	4.4%
Adams County	3.4%	Lackawanna County	4.4%
Franklin County	3.5%	Lehigh County	4.4%
Lebanon County	3.5%	<b>Northumberland County</b>	<b>4.4%</b>
Perry County	3.5%	Warren County	4.4%
Bucks County	3.6%	Armstrong County	4.5%
Butler County	3.6%	Cambria County	4.5%
<b>Mifflin County</b>	<b>3.6%</b>	Clearfield County	4.5%
<b>Union County</b>	<b>3.6%</b>	Mercer County	4.5%
Allegheny County	3.8%	Wayne County	4.5%
Blair County	3.8%	<b>Columbia County</b>	<b>4.6%</b>
Sullivan County	3.8%	Indiana County	4.6%
York County	3.8%	Jefferson County	4.6%
<b>Snyder County</b>	<b>3.9%</b>	McKean County	4.6%
Washington County	3.9%	Somerset County	4.6%
Bradford County	4.0%	Greene County	4.7%
Fulton County	4.0%	Huntingdon County	4.7%
Berks County	4.1%	Lawrence County	4.8%
Erie County	4.1%	Schuylkill County	4.8%
Northampton County	4.1%	Juniata County	4.9%
Westmoreland County	4.1%	Monroe County	4.9%
Beaver County	4.2%	Pike County	4.9%
Clarion County	4.2%	Philadelphia County	5.2%
Dauphin County	4.2%	Potter County	5.2%
Delaware County	4.2%	Fayette County	5.3%
Venango County	4.2%	Luzerne County	5.3%
Wyoming County	4.2%	Cameron County	6.1%
Bedford County	4.3%	Forest County	6.3%
Carbon County	4.3%		

Workforce Development Area (WDA)	
Chester County WDA	3.1%
Lancaster County WDA	3.2%
Montgomery County WDA	3.3%
Bucks County WDA	3.6%
South Central WDA	3.7%
Three Rivers WDA	3.8%
<b>Central WDA</b>	<b>3.9%</b>
Tri-County WDA	4.0%
Berks County WDA	4.1%
Northern Tier WDA	4.1%
Southwest Corner WDA	4.1%
Delaware County WDA	4.2%
Northwest WDA	4.2%
Lehigh Valley WDA	4.3%
Southern Alleghenies WDA	4.3%
Westmoreland-Fayette WDA	4.3%
Lackawanna County WDA	4.4%
North Central WDA	4.6%
Pocono Counties WDA	4.7%
West Central WDA	4.7%
Luzerne-Schuylkill WDA	5.1%
Philadelphia County WDA	5.2%

For Comparison Purposes	
Pennsylvania	4.0%
United States	4.1%

Seasonally adjusted, preliminary data provided by the Center for Workforce Information and Analysis (CWIA), PA Department of Labor and Industry (September 2025). CWIA is not liable for the content as presented nor does CWIA necessarily endorse the statements made herein.



## 2025 MEETING SCHEDULE

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

<b>February 14</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>March 19</b> <i>Third Wednesday</i>	<b>LEO Board Meeting</b> 9:00 a.m. to 9:30 a.m. <b>WDB/LEO Board Meeting</b> 10:00 a.m. to Noon
<b>April 11</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>May 9</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>June 18</b> <i>Third Wednesday</i> <b>*Meeting at Playworld</b> <b>1000 Buffalo Rd, Lewisburg, PA 17837</b>	<b>Annual Meeting of the Members (LEO)</b> 9:00 a.m. to 9:30 a.m. <b>WBD/LEO Board Meeting</b> 10:00 a.m. to Noon
<b>August 8</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>September 17</b> <i>Third Wednesday</i>	<b>LEO Board Meeting</b> 9:00 a.m. to 9:30 a.m. <b>WDB/LEO Board Meeting</b> 10:00 a.m. to Noon
<b>October 10</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>November 14</b> <i>Second Friday</i>	<b>Executive Committee</b> 10:00 a.m. to Noon
<b>December 17</b> <i>Third Wednesday</i>	<b>LEO Board Meeting</b> 9:00 a.m. to 9:30 a.m. <b>WDB/LEO Board Meeting</b> 10:00 a.m. to Noon

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

## Workforce Development Board (WDB) Membership

**Michele Foust, Chairperson**

*Glenn O. Hawbaker, Inc.*

**Vice Chairperson**

*Vacant*

**Jamie Aurand, Treasurer**

*Lock Haven Rehabilitation & Senior Living*

**Dave Zartman, Immediate Past Chairperson**

*Zartman Construction*

**Jay Alexander**

*Wayne Township Landfill*

**Jim Beamer**

*IBEW, Local #812*

**Talia Beatty**

*UPMC*

**Joshua Bell**

*SEKISUI KYDEX, LLC*

**Kenneth Chappell**

*Lycoming/Tioga County Assistance Office*

**Misty Dion**

*Roads to Freedom Center for Independent  
Living of NCPA*

**Beth Gilmore**

*Kish Bank*

**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*

**Susie Weller**

*Union-Snyder Community Action Agency*

**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  
Rob Postal \*  
Jon Ritter

*Staff Contact: Erica Mulberger*

### Audit/Finance Committee

Jamie Aurand, Chair  
Susan Swartz  
Todd Taylor  
Angela Harding\*  
Stacy Richards\*

*Staff Contact: Brooke Gessner*

### Governance Committee

Vacant, Chair  
Angela Harding\*  
Rob Postal\*

*Staff Contact: Erica Mulberger*

### EARN Committee

Kenneth Chappell, Chair  
Julie Eister^  
Hope Enright^  
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  
Susie Weller

*Staff Contact: Marca O'Hargan*

### Youth Committee

Jon Ritter, Chair  
Joshua Bell  
Jonah Howe  
Stephanie Servose  
Jenna Witherite

*Staff Contact: Allison Grose*

\* LEO Board Member

^ Non-WDB/LEO Board Member

## Staff Listing

### Policy and Management

Supporting the Workforce Development Board, Executive Committee, Governance Committee, Personnel Committee and Local Elected Official Board

**Erica Mulberger, Executive Director:** Responsible for overall management of Advance Central PA including finance, operations, policy and projects. Reports to the Chair of the Workforce Development Board. [emulberger@AdvanceCentralPA.org](mailto:emulberger@AdvanceCentralPA.org)

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

### Finance Department

Supporting the Executive Committee, Audit/Finance Committee and Local Elected Official Board

**Brooke Gessner, Finance Manager:** Responsible for management, supervision and reporting of financial resources for Advance Central PA; budgeting, fiscal related policy and procedure, oversight of contracts and subcontractors and property management. Reports to the Executive Director. [bgessner@AdvanceCentralPA.org](mailto:bgessner@AdvanceCentralPA.org)

**Cheryl Reish, Senior Accounting Coordinator:** Responsible for bookkeeping and accounting activity, payroll, accounts payable and receivable and electronic fund management. Reports to the Finance Manager. [creish@AdvanceCentralPA.org](mailto:creish@AdvanceCentralPA.org)

**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](mailto: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](mailto: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 Assistant Director. [agrose@AdvanceCentralPA.org](mailto:agrose@AdvanceCentralPA.org)

**Jamie Mercaldo, 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. [jmercald@AdvanceCentralPA.org](mailto:jmercald@AdvanceCentralPA.org)

**Patrick O'Connor, Adult Programs Coordinator:** Responsible for policy and program support for WIOA Adult and Dislocated Worker programs and Department of Human Services EARN programs in the PA CareerLink® sites. Reports to the Assistant Director. [poconnor@AdvanceCentralPA.org](mailto:poconnor@AdvanceCentralPA.org)

**Marca O'Hargan, Compliance Monitor:** Responsible for monitoring PA CareerLink® sites and programs including but not limited to Title I Adult, Dislocated Worker and Youth and EARN programs. Reports to the Assistant Director. [mohargan@AdvanceCentralPA.org](mailto:mohargan@AdvanceCentralPA.org)

**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](mailto:grandall@AdvanceCentralPA.org)

**Morgan Whitteker, Communications 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. [mwhitteker@AdvanceCentralPA.org](mailto:mwhitteker@AdvanceCentralPA.org)

### **PA CareerLink®**

Responsible for managing and coordinating the daily functions and operations of PA CareerLink® sites to ensure compliance and alignment with certification requirements, the State Workforce Plan, Advance Central PA's Local and Regional Plans, and all agreements and policies. Functionally supervised by the PA CareerLink® Operator.

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

**Jamison Bond, 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. [jbond@AdvanceCentralPA.org](mailto:jbond@AdvanceCentralPA.org)