

# Executive Committee Agenda

Zoom Video Conference  
Friday, May 8, 2026  
10:00 a.m.

Introduction & Call to Order J. Howe

Public Comment

Review & Approval of Meeting Minutes J. Howe

## Committee Updates & Action Items

- Audit/Finance Committee
  - Action Needed: FY25 Single Audit
- EARN Committee
  - Action Needed: EARN Contract
- Governance Committee
- Personnel Committee
- Policy & Performance Committee
- Youth Committee

Executive Director Updates E. Mulberger

Open Discussion J. Howe

Upcoming Meeting Dates J. Howe

- Executive Committee Meeting – August 14, 2026 @ 10:00 a.m.
- Annual Meeting of the Members and LEO Prep Meeting – June 17, 2026 @ 9:00 a.m. at the Union County Government Center
- Joint WDB/LEO Meeting – June 17, 2026 @ 10:00 a.m. at the Union County Government Center

# Executive Committee Updates and Actions to be Taken

May 8, 2026

1. Motion to approve the minutes from the April 10, 2026 Executive Committee meeting.
2. Motion to approve the minutes from the special April 24, 2026 Executive Committee meeting.

## **Audit/Finance Committee • Jay Alexander, Chair**

The Audit/Finance Committee will meet as needed.

- Action Needed: FY25 Single Audit

## **EARN Committee • Kenneth Chappell, Chair**

- Action Needed: EARN Contract

The EARN Committee will meet as needed.

## **Governance Committee • Vacant**

The Governance Committee will meet as needed.

## **Personnel Committee • Michele Foust, Chair**

The Personnel Committee will meet as needed.

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

The Policy and Performance Committee will meet as needed.

## **Youth Committee • Jon Ritter, Chair**

The Youth Committee will meet May 13, 2026.

# Executive Committee

## Meeting Minutes

April 10, 2026

The Executive Committee of Advance Central PA held a Zoom Video Conference meeting on Friday, April 10, 2026.

### The following members attended:

Jay Alexander  
Jim Beamer  
Kenneth Chappell  
Michele Foust  
Jonah Howe  
Robert Postal  
Jon Ritter  
Dave Zartman

### The following members were excused:

None

### The following staff attended:

Korrie Lucas  
Erica Mulberger  
Kelly Walter

### The following guests attended:

Bob Pisko

## Proceedings

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

## Public Comment

There was none.

## Review & Approval of Meeting Minutes



Jim Beamer made a motion to approve the February 13, 2026 Executive Committee meeting minutes. Robert Postal seconded the motion. The motion was unanimously approved with no abstentions.

## Executive Committee Updates & Action Items

### Audit/Finance Committee

Jay Alexander, Audit/Finance Committee Chair, provided the update.

The Obligation Report through March 31, 2026, was included in the meeting materials and provided in advance. Compared to FY25 for this time last year, Individual Training Accounts (ITA) are down 12%, (98 in FY26 to 111 in FY25) and On-the-Job Training Accounts (OJT) are down 22% (28 in FY26 to 37 in FY25).

### TANF Youth Development Allocation

A proposed FY27 allocation has been received for TANF Youth Development in the amount of \$824,614, this is a 2.59% increase from FY26.

### Additional FY26 Funds

The PA Department of Labor & Industry emailed Local Workforce Development Boards asking if any areas could spend additional funds by June 30. Staff immediately submitted a request. Advance Central PA did not receive the full amount requested, however, Jay reported receiving the following additional funds:

- Adult - \$243,387
- Dislocated Worker - \$152,809
- Youth - \$160,549
- Totaling - \$556,744

### Fiscal Monitoring

The state will be monitoring Advance Central PA on site at the end of this month.

The Audit/Finance Committee will meet soon to review the audit. The budgeting meeting will be scheduled after WIOA allocations are received.



### EARN Committee

Ken Chappell, EARN Committee Chair, provided the update.

#### EARN Enrollment Updates

There were 247 new enrollments between July 1, 2025, and March 31, 2026, representing a slight increase from the 232 enrollments during the same period last year. Of those, 108 were SNAP-Only cases, including 63 enrollments since January 1, 2026, which reflects a significant increase compared to the 28 SNAP-Only cases recorded during the entire 2024 program year.

Advance Central PA continues to collaborate closely with County Assistance Offices to maintain streamlined SNAP referral processes and ensure staff remain informed about complex SNAP work exemption requirements, allowing individuals to access appropriate benefits and services. Advance Central PA will also remain in communication with the PA Dept. of Human Services, as SNAP-Only contract funds may not be sufficient to cover the full program year.

#### EARN Contract Update

Ken shared EARN is due for a competitive procurement with an anticipated start date of July 1, 2026. A competitive request for proposals (RFP) was released on February 13, with proposals due March 23. Advance Central PA has invited members of the Committee and the Workforce Development Board to join an Evaluation Committee, who will make a recommendation for contracting to the Executive Committee on May 8, to be considered for ratification at the WDB meeting June 17.

The EARN Committee will meet as needed.

### Governance Committee

Erica Mulberger, Advance Central PA Executive Director, provided the update due to a vacancy in the Committee Chair role.

#### Recruitment and Membership Renewal

Susan Swartz announced her retirement effective April 17, which will create a vacancy for a required Workforce Development Board (WDB) member from the Office of Vocational Rehabilitation (OVR). Erica will work directly with the OVR to identify a potential replacement. The Board extends its sincere appreciation to Susan for her overall service and her active participation on the Audit/Finance Committee.

Susie Weller has accepted a position with the Union/Snyder Agency on Aging that does not align with continued WDB service creating a vacancy in the community-based organization category.

As previously noted at the March Board meeting, Zollie Rayner's retirement will result in a vacancy for a labor representative.

Finally, seven members' terms expire in June, and all will be contacted to confirm their intent to continue serving on the Board. Steve Stumbris, the economic development representative, has indicated he will not seek reappointment due to scheduling conflicts. This vacancy was discussed with the LEO Board members at the March meeting.

#### Leadership

The Board continues to seek an interested private-sector member to serve as Vice-Chair. With Jonah's term as Chair ending in December 2028, filling the Vice-Chair role would provide an opportunity for succession planning.

In addition, the Governance Committee Chair position remains vacant. Workforce Development Board members are encouraged to submit their names for consideration by contacting Erica. During this discussion, Erica shared that Jonah's inquiry to be on the Governance Committee prompted a review of the bylaws, which clarified that neither he nor Jay are eligible to serve due to currently holding officer roles.

Commissioner Postal noted that LEO members may not serve as committee chairs, although they are permitted to serve as committee members. He requested a post-meeting summary email outlining current board needs and required representation.

Shelly suggested targeting businesses that have participated in OJT or Incumbent Worker Training programs, noting their engagement in WIOA funds could make them potential WDB candidates.

The Governance Committee will meet as needed.

### Personnel Committee

Shelly Foust, Personnel Committee Chair, provided the update.

#### Staffing Update

Shelly noted no staffing changes to report. Advance Central PA staff continue to monitor whether the vacant PA CareerLink® Site Administrator position for Centre and Mifflin counties should be filled or if the staffing model should be adjusted from three positions to two going forward.

Commissioner Postal noted that the current approach with two Site Administrators may be wise at this time. He inquired about additional planning for Centre County. Erica has attempted to contact Commissioner Dershem to share the funding concerns and discuss options for the site. In addition, Erica plans to speak with Penn Highlands Community College to see if there is a potential to partner.

Erica noted that she is reviewing all sites for potential cost savings. The site in Lycoming is the most costly overall, and with the continued reduction in funds, staff will be touring a potential new space in Williamsport that could result in an estimated \$100,000 in annual savings; the WDB would have to exercise the funding out clause for the current lease. This effort is exploratory at this time.

Jay mentioned he is aware of space in downtown Williamsport as well and will provide the information to Erica. Erica thanked Jay noting staff will review available options to find the best potential alternative.

The Personnel Committee will meet as needed.

Jonah thanked Shelly for the update and for stepping into the chair role for the March WDB meeting when he was unable to be there.

### Policy and Performance Committee

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

#### Local Monitoring

Jim noted three local monitoring cycles successfully closed this month, Apprenticeship Building America grant, National Health Emergency Opioid grant (Reboot program), and operations monitoring of PA CareerLink® Northumberland/Snyder/Union Counties. PA CareerLink® Operations monitoring for three additional sites and The Link remain in progress. Adult and Dislocated Worker program monitoring is also underway.

#### State Monitoring

Two sections of the PA Department of Labor & Industry PY25 monitoring were due in March, and all requested documents were submitted. The results of the PY24 monitoring were received this week with no findings and one recommendation to create a schedule for reviewing all local policies and adding the date of the review to the policies even if there are no changes.

The Office of Equal Opportunity 2025 compliance monitoring of the local area was successfully closed.

This month staff have submitted the first quarter corrective action plan report as required in response to the PY24 WIOA Common Measures Data Validation findings.

#### Local Policies

Several policies require updates for continued improvement and to mirror changes at the state and federal level. Staff are preparing edits to propose to the Policy & Performance Committee. A committee meeting will be scheduled when appropriate.

#### Business Solutions Contract Extension

The Business Solutions contract with the Tuscarora Intermediate Unit (TIU) is set to expire on June 30, 2026. Advance Central PA staff are requesting a six-month extension of the contract, from July through December 2026, to allow for the staggering of service delivery contract end dates. Currently, the EARN, In-School Youth, Out-of-School Youth, Link Operator, and Business Solutions contracts all end on the same date, requiring staff to develop, release, and evaluate five RFPs within a short timeframe. Extending the Business Solutions contract would shift its end date to a different year, reducing administrative burden for staff and applicants. The extension would

also provide the WDB and staff with additional time to consider alternative service delivery models should WIOA funding continue to decline.

Erica reported that she discussed the possibility of an extension with Karin Knode at TIU, without making any commitments, to gauge interest and TIU was receptive given the timing of other RFPs related to their educational services as well.

Jim noted that he just recently started working with the Business Solutions Team and would like to abstain from this motion and vote.

- ▲ **Shelly Foust made a motion to extend the Business Solutions contract with Tuscarora Intermediate Unit for the nine counties of the Central Region from July 1, 2026 through December 31, 2026, with a budget to be negotiated by staff. Jay Alexander seconded the motion. The motion passed unanimously with one abstention.**

Commissioner Postal asked how the proposed extension would impact the budget given the receipt of supplemental funding explained in the Audit/Finance Committee update. Erica explained the supplemental funds must be expended by the end of June therefore those will be used first allowing other funds budgeted for the current year to be carried over into the next fiscal year. The extension of the Business Solutions contract and the receipt of the additional funds are independent of one another. Commissioner Postal indicated that this approach to use funds that expire first is reasonable, and his question regarding the motion was addressed.

The Policy and Performance Committee will meet as needed.

### Youth Committee

Jon Ritter, Youth Committee Chair, provided the update.

#### Out-of-School Youth Contract

The current contract for Out-of-School Youth expires June 30, 2026. Competitive procurement kicked off with an RFP released January 8 and proposals due February 27.

Two members of the Youth Committee, Joshua Bell and Jon Ritter, volunteered to assist staff by serving on an Evaluation Committee. The Committee met on April 1 and recommends moving forward with negotiation of a contract with Central Susquehanna Intermediate Unit (CSIU).

- ▲ **Jon Ritter made a motion to negotiate and award a contract for Workforce Innovation and Opportunity Act Title I Out-of-School Youth to Central Susquehanna Intermediate Unit for the nine counties of the Central Region from July 1, 2026 through June 30, 2027, with a budget to be negotiated by staff, and an option to extend funding annually for up to three years through June 30, 2030. Jim Beamer seconded the motion. The motion was unanimously approved with no abstentions.**

#### Path to Careers Update

At the invitation of the CSIU, Advance Central PA Youth Programs Coordinator Allison Grose attended an Act 158 (graduation pathways) meeting on April 8, which included principals, CTE directors, and guidance counselors from Columbia, Montour, Northumberland, Snyder, and Union, and Lycoming counties, to present Path to Careers. Currently there are over 120 active experiences in these counties, and that number is continuing to grow. If your business or organization is not on Path to Careers, see Advance Central PA staff to learn more and start connecting.

#### Business Education Partnership (BEP) Grant Update

As the current BEP Grant funding comes to an end on June 30, 2026, Advance Central PA continues to work toward achieving grant goals. Grant funding was used to support the Central Susquehanna 2026 What's So Cool About Manufacturing Contest, with six local school districts partnering with local manufacturers to create videos highlighting what's cool about their manufacturer. Videos can be found on [WhatsSoCool.org](https://WhatsSoCool.org).

Grant funding is also supporting partnership with Susquehanna STEM to the Skies for a four-day Aviation STEM Camp for high school students in June at the Penn Valley Airport. Registration for this camp is already full with 16 students registered and a waitlist. Students will participate in hands-on activities and go on field trips to local aviation facilities and training programs.

A new BEP grant, with a start date of July 1, 2026, is expected to become available. Staff are watching closely so that an application can be submitted.

The next Youth Committee meeting will be May 13.

Erica shared that staff just received an update that an extension was made available to extend the current BEP grant until December. Advance Central PA will apply for the extension which will provide flexibility.

### **Executive Director Update**

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

#### Pennsylvania Apprenticeship Act

Erica shared that she has held several meetings with legislative staff, including a discussion with staff from PA Senator Gene Yaw's office regarding the long-standing Pennsylvania Apprenticeship Act which is out of compliance with federal requirements. At present, the Apprenticeship Council is approving and registering apprenticeships, although this responsibility should rest with the state Apprenticeship and Training Office (ATO), with the council serving in an advisory capacity. Erica emphasized the overall messaging from her end to simplify the registration process for businesses.

#### Update on Legislative Meetings

Erica continues to keep legislators well informed of local concerns and challenges. Erica noted that during the March Workforce Development Board meeting, Commissioner Kovach requested that legislators attend board meetings to speak directly with members. Due to legislators' scheduling constraints, she is working with staff, including from US Representative GT Thompson's office to pursue smaller meetings. Commissioner Postal commented that smaller meetings can be beneficial. Erica shared that in addition to inviting LEO and WDB members, she may invite local businesses to participate in these discussions as appropriate.

Commissioner Postal suggested that Erica could be invited to attend as a guest when legislators visit the area to meet with the Commissioners. Erica thanked him for this and welcomed the opportunity.

#### WIOA Reauthorization- A Stronger Workforce for America reintroduced

It was reported that on Tuesday the U.S. House reintroduced A Stronger Workforce for America Act (ASWA) 2026 with largely the same provisions as before. One major change is that under the new bill, Title II Adult Education would shift from the U.S. Department of Education to the U.S. Department of Labor. The legislation may face challenges as a result. Erica will continue to advocate, as one concerning item that remains in the proposed bill is a requirement that 50 percent of workforce funding be spent on training. She noted that if the bill were to pass in its current form, Advance Central PA would likely need to close PA CareerLink® sites, creating increased travel barriers for participants in our rural area. On a positive note, legislators have indicated openness to amendments during this reintroduction and may be more willing to revise or scale back certain provisions. Erica will keep informing legislators of the local impact to their proposed changes.

#### High Priority Occupations List Changes

Erica explained that occupations must be included on the state High Priority Occupations List (HPO) in order for training to be funded with WIOA dollars. The HPO has historically been updated annually and will now be updated on a two-year cycle. The WDB can formally petition the state to have occupations added to the list outside of that cycle as needed. Erica also shared that the state has adjusted the release timeline for the list to better align with the local fiscal year.

#### Farm Bureau Meeting and Industry Partnership Updates

Agricultural industry partners may be hesitant to engage when contacted without prior familiarity. Establishing relationships improves trust and openness to partnership opportunities, so staff is busy building connections at this time, including at existing Farm Bureau meetings, since there are Industry Partnership grant funds available. Funds are also available for Building & Construction. Employers interested in using incumbent worker training funds to upskill current employees were encouraged to connect with Advance Central PA staff.

### **Open Discussion**

Jonah asked whether there is a preferred time of day for student participation in career exposure activities indicating it is easier for his company to do them during the day. Erica noted there have been successful events

during the day and in the evening, however challenges were noted related to a shortage of substitute teachers and scheduling disruptions caused by PSSA testing in the spring.

### **Date of Next Meeting**

Executive Committee Meeting – May 8, 2026 @ 10:00 @ Advance Central PA office in Lewisburg

Annual Meeting of the Members/LEO Prep Meeting – June 17, 2026 @ 9:00 am, at the Union County Government Center in Lewisburg

WDB/LEO Joint Meeting – June 17, 2026 @ 10:00 am, the Union County Government Center in Lewisburg

### **Adjournment**

With no further business to discuss, Jonah adjourned the meeting at 10:55 a.m.

Respectfully Submitted,



Kelly Walter, Office/Board Coordinator

# Executive Committee Special Meeting

## Meeting Minutes

April 24, 2026

The Executive Committee of Advance Central PA held a Zoom Video Conference meeting on Friday, April 24, 2026.

### The following members attended:

Jay Alexander  
Jim Beamer  
Kenneth Chappell  
Michele Foust  
Jonah Howe  
Jon Ritter  
Dave Zartman

### The following members were excused:

Robert Postal

### The following staff attended:

Erica Mulberger  
Kelly Walter

### The following guests attended:

Bob Pisko

## Proceedings

The meeting was called to order at 10:00 a.m. by Jonah Howe, Executive Committee Chair.

## Public Comment

There was none.

## Executive Session

Jonah Howe, Executive Committee Chair, announced that the committee would enter an Executive Session at 10:01 to discuss the Lycoming County PA CareerLink® Lease options. Guests were sent to a breakout room during the session.

## Return to Public Meeting

At 10:25 Jonah welcomed the guests back to the regular committee meeting and asked for any other comments.

Jonah called for the motions.

- ▲ Jim Beamer made a motion to enter into a 3-year lease agreement with Horizon Federal Credit Union for the PA CareerLink® Lycoming County located at 330 Pine Street, Williamsport, PA effective July 1, 2026 through June 30, 2029, at a rate of \$6,400 per month and a 3-year renewal option at a rate of \$6,720 per month. Dave Zartman seconded the motion. The motion was unanimously approved with no abstentions.
- ▲ Dave Zartman made a motion to provide a 90 days written notice to PREA PROPERTIES, LLC terminating the lease at 329 Pine Street, Williamsport, PA due to a reduction in funding per the lease agreement. Jay Alexander seconded the motion. The motion was unanimously approved with no abstentions.

## Open Discussion

Jonah shared that he was at a meeting where Senator Lynda Schlegel Culver was speaking, and her focus was on the importance of Career and Technical Education (CTE). He also noted that there were students there from SUN Area Technical Institute and she was able to speak directly to them.

## Date of Next Meeting

Executive Committee Meeting – May 8, 2026 @ 10:00 Virtual

Annual Meeting of the Members/LEO Prep Meeting – June 17, 2026 @ 9:00 am, at the Union County Government Center in Lewisburg

WDB/LEO Joint Meeting – June 17, 2026 @ 10:00 am, the Union County Government Center in Lewisburg

## Adjournment

With no further business to discuss, Jonah adjourned the meeting at 10:34 a.m.

Respectfully Submitted,

*Kelly Walter*

Kelly Walter, Office/Board Coordinator

Advance Central PA  
 FY 26 Contract Expense and Obligation Report  
 From 7/1/2025 Through 3/31/26

Contract Period	Contract Title	Available Funds	Total Expended	Obligated Funds <sup>1</sup>	% of Total Oblig. and Exp	Unoblig. Amount
10/24 - 06/26	PY24 2nd Inc. WIOA Adult	745,402	745,402	0	100.00%	0
10/24 - 06/26	PY24 WIOA DW to WIOA Adult Transfer	1,243,387	872,850	290,436	93.56%	80,101
07/25 - 06/26	PY25 1st Inc. WIOA Adult	206,585	0	185,926	90.00%	20,659
10/25 - 06/26	PY25 2nd Inc. WIOA Adult	854,922	0	174,603	20.42%	680,319
	<b>Adult Programs</b>	<b>3,050,296</b>	<b>1,618,252</b>	<b>650,965</b>	<b>74.39%</b>	<b>781,079</b>
10/24 - 06/26	PY24 2nd Inc. WIOA Dislocated Worker	356,757	247,754	53,058	84.32%	55,945
07/25 - 06/26	PY25 1st Inc. WIOA Dislocated Worker	290,780	201,800	59,902	90.00%	29,078
10/25 - 06/26	PY25 2nd Inc. WIOA Dislocated Worker	1,071,507	0	84,413	7.88%	987,094
	<b>Dislocated Worker Programs</b>	<b>1,719,044</b>	<b>449,554</b>	<b>197,373</b>	<b>37.63%</b>	<b>1,072,117</b>
04/24 - 06/26	PY24 WIOA Youth	1,403,554	1,354,912	0	96.53%	48,642
04/25 - 06/26	PY25 WIOA Youth	1,395,019	0	605,375	43.40%	789,644
07/24 - 06/26	PY24 TANF Youth	175,564	175,564	0	100.00%	0
07/25 - 06/26	PY25 TANF Youth	803,803	467,840	289,708	94.25%	46,255
09/24 - 06/26	PY24 Business & Education Partnership 1st Inc.	44,541	44,541	0	100.00%	0
10/24 - 06/26	PY24 Business & Education Partnership 2nd Inc.	98,550	21,728	47,767	70.52%	29,055
	<b>Youth Programs</b>	<b>3,921,031</b>	<b>2,064,585</b>	<b>942,850</b>	<b>76.70%</b>	<b>913,596</b>
07/25- 06/26	EARN	2,650,585	1,407,176	649,908	77.61%	593,501
	<b>Welfare Programs</b>	<b>2,650,585</b>	<b>1,407,176</b>	<b>649,908</b>	<b>77.61%</b>	<b>593,501</b>
01/24 - 06/27	Next Gen 23 - Building & Construction	173,851	14,009	0	8.06%	159,842
01/24 - 06/27	Next Gen 23 - Agricultural	147,761	4,520	0	3.06%	143,241
NA	IP Sustainability Fund	591,023	9,936	0	1.68%	581,087
	<b>Industry Partnerships</b>	<b>912,635</b>	<b>28,465</b>	<b>0</b>	<b>3.12%</b>	<b>884,170</b>
01/22 - 06/26	PASmart CPI Apprenticeship	125,711	13,843	98,537	89.40%	13,331
01/23 - 03/31	Apprenticeship Building America	143,561	81,959	0	57.09%	61,602
1/26 - 06/28	PASmart CPI Apprenticeship	400,000	0	0	0.00%	400,000
06/25 - 06/26	School to Work	103,154	7,405	27,536	33.87%	68,213
	<b>Reemployment Services</b>	<b>772,426</b>	<b>95,802</b>	<b>98,537</b>	<b>25.16%</b>	<b>578,087</b>
07/25 -12/25	Statewide - CareerLink Awareness	19,933	19,933	0	100.00%	0
07/24 - 06/26	Statewide - Communications Coordinator	15,039	15,039	0	100.00%	0
04/24 - 04/26	DWG Opioid	235,323	223,632	0	95.03%	11,691
NA	Research Department	90,872	23,812	0	26.20%	67,060
NA	Degenstein	1,398	0	0	0.00%	1,398
NA	Gold Standard	49,959	585	0	1.17%	49,374
NA	Highmark Initiative	467	467	0	100.00%	0
NA	Engage	32,321	68	0	0.21%	32,253
NA	PASmart Innovation	20,000	10,197	0	50.99%	9,803
NA	Fit4Construction	42,500	0	0	0.00%	42,500
NA	ELIC	194	83	0	42.78%	111
	<b>Other Programs</b>	<b>237,711</b>	<b>35,212</b>	<b>0</b>	<b>14.81%</b>	<b>202,499</b>
	<b>Grand Total</b>	<b>13,263,728</b>	<b>5,699,046</b>	<b>2,539,633</b>	<b>62.11%</b>	<b>5,025,049</b>

**Notes:**

1 Obligated funds include the funds unexpended but obligated for the FY 26 subcontractor, training, and Resource Sharing Agreement budgets.

Advance Central PA  
Operating Budget to Actual Comparison  
From 7/1/2025 Through 3/31/26

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	1,180,157	798,734	381,422.58	67.68%
Staff Travel & Development	16,948	9,863	7,084.77	58.20%
Board Expenses	4,933	3,873	1,059.97	78.51%
General Office Supplies	6,046	3,075	2,970.93	50.86%
Leases - Copiers/Equipment	2,109	1,499	609.95	71.08%
Outreach	1,400	773	627.12	55.21%
Subscriptions	17,709	12,760	4,949.25	72.05%
Memberships	9,138	9,638	(499.63)	105.47%
Vehicles	0	0	0.00	0.00%
Equipment And Furnishings	11,237	0	11,237.00	0.00%
Professional Fees	16,575	13,513	3,061.80	81.53%
Business Services	14,760	97	14,662.92	0.66%
Computer Services	44,182	20,952	23,230.14	47.42%
Facility Costs	<u>83,953</u>	<u>59,146</u>	<u>24,806.69</u>	<u>70.45%</u>
Total Operational Expenses	1,409,147.00	933,923.51	475,223.49	<u>66.28%</u>
Total Expenditures	1,409,147.00	933,923.51	475,223.49	<u>66.28%</u>

Notes:

\* Anticipated expenditure rate of 75%.

Advance Central PA  
 FY26 Consolidated PA CareerLink® Operating Budget to Actual Comparison  
 From 7/1/2025 Through 3/31/26

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended *	Percent Total Budget Remaining
<b>REVENUE:</b>					
WIOA Adult	517,880	299,884	217,996	57.91%	42.09%
WIOA Dislocated Worker	-	-	-	0.00%	100.00%
WIOA Out of School Youth EARN	191,506	110,376	81,130	57.64%	42.36%
	376,320	222,027	154,293	59.00%	41.00%
Advance Central PA Total: <sup>1</sup>	1,085,706	632,287	453,419	58.24%	41.76%
WAGNER PEYSER	120,963	69,361	51,602	57.34%	42.66%
WP REGIONAL	23,529	14,074	9,455	59.81%	40.19%
VETS	151,467	86,982	64,485	57.43%	42.57%
RAPID RESPONSE	19,965	10,262	9,703	51.40%	48.60%
OVR	116,614	65,432	51,182	56.11%	43.89%
OVERSIGHT	23,529	14,074	9,455	59.81%	40.19%
RESEA	362,890	208,184	154,706	57.37%	42.63%
UC	74,919	42,355	32,564	56.53%	43.47%
STAFF DEVELOPMENT <sup>4</sup>	10,835	8,739	2,096	80.66%	19.34%
State Partner Total <sup>2</sup> :	904,713	519,463	385,250	57.42%	42.58%
Total REVENUE	1,990,418	1,151,750	838,669	57.86%	42.14%
<b>EXPENSES:</b>					
<b>PERSONNEL</b>					
Total PERSONNEL	1,065,102	657,932	407,170.00	61.77%	38.23%
<b>FACILITY</b>					
Total FACILITY	737,662	538,289	199,373.16	72.97%	27.03%
<b>OPERATIONAL</b>					
Total OPERATIONAL	421,540	133,121	288,419	31.58%	68.42%
<b>USAGE FEE (Non-Partner Renters)</b>					
Total USAGE FEE <sup>3</sup>	233,887	177,592	56,294	75.93%	24.07%
TOTAL EXPENDITURES	1,990,418	1,151,750	838,668	57.86%	42.14%

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

\* Anticipated expenditure rate of 75%.

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

2 Changes to state funding include the following: UC is now a full partner rather than a usage fee. Re-employment has replaced Trade funding, and RESEA is being partially used to offset Wagner Peyser funding.

3 The usage fee budget reflects Pennsylvania State University's Institute for the Study of Adult Literacy cancelling their rental agreement with Advance Central PA for the PA CareerLink® Lycoming County effective 10/1/25.

4 The Staff Development FTE was moved out of the region effective 10/1.

Advance Central PA  
 Subcontractor Budget and Actual Comparison  
 From 7/1/2025 Through 3/31/26

**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	251,804	180,951	70,853	71.86%	28.14%
Dislocated Worker Pool	173,871	124,920	48,951	71.85%	28.15%
OS Youth Pool <sup>3</sup>	304,273	218,780	85,493	71.90%	28.10%
TANF	10,000	7,193	2,807	71.93%	28.07%
EARN Pool <sup>3</sup>	19,149	13,771	5,378	71.91%	28.09%
<b>Total OPERATIONAL EXPENSES</b>	<u>759,097</u>	<u>545,615</u>	<u>213,482</u>	/1.88%	28.12%
<b>TOTAL EXPENDITURES</b>	<u>759,097</u>	<u>545,615</u>	<u>213,482</u>	71.88%	28.12%

**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	840,972	590,818	250,154	70.25%	29.75%
TANF Youth	556,953	406,671	150,282	73.02%	26.98%
Dislocated Worker Pool	341,844	254,080	87,764	74.33%	25.67%
Business Edu. Partnership	82000	34,233	47,767	41.75%	58.25%
Link	148,977	67,994	80,983	45.64%	54.36%
NDWG	161,734	157,942	3,792	97.66%	2.34%
ABA	22,171	1,295	20,876	5.84%	94.16%
EARN Pool	1,388,120	976,014	412,106	70.31%	29.69%
EARN SNAP	46,714	34,659	12,055	74.19%	25.81%
<b>Total OPERATIONAL EXPENSES</b>	<u>3,589,485</u>	<u>2,523,706</u>	<u>1,065,779</u>	70.31%	29.69%



<b>DIRECT CUSTOMER SERVICES <sup>4</sup></b>					
Adult Pool	10,500	10,425	75	99.29%	0.71%
TANF Youth	237,325	110,745	126,580	46.66%	53.34%
Dislocated Worker Pool	8,500	2,787	5,713	32.79%	67.21%
NDWG	1,500	-	1,500	0.00%	100.00%
ABA	36,666	9,164	27,502	24.99%	75.01%
EARN Pool	63,500	17,207	46,293	27.10%	72.90%
<b>Total DIRECT CUSTOMER SERVICES</b>	<b>357,991</b>	<b>150,328</b>	<b>207,663</b>	<b>41.99%</b>	<b>58.01%</b>
<b>TOTAL EXPENDITURES</b>	<b>3,947,476</b>	<b>2,674,034</b>	<b>1,273,442</b>	<b>67.74%</b>	<b>32.26%</b>

#### Central Susquehanna Intermediate Unit

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended	Percent Total Budget Remaining
<b>OPERATIONAL EXPENSES <sup>2</sup></b>					
TANF Youth	36,656	28,512	8,144	77.78%	22.22%
OS Youth Pool	983,027	700,380	282,647	71.25%	28.75%
<b>Total OPERATIONAL EXPENSES</b>	<b>1,019,683</b>	<b>728,892</b>	<b>290,791</b>	<b>71.48%</b>	<b>28.52%</b>
<b>DIRECT CUSTOMER SERVICES <sup>4</sup></b>					
TANF Youth	28,304	26,414	1,890	93.32%	6.68%
OS Youth Pool	259,141	141,253	117,888	54.51%	45.49%
<b>Total DIRECT CUSTOMER SERVICES</b>	<b>287,445</b>	<b>167,667</b>	<b>119,778</b>	<b>58.33%</b>	<b>41.67%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,307,128</b>	<b>896,559</b>	<b>410,569</b>	<b>68.59%</b>	<b>31.41%</b>

#### NOTES:

1 Anticipated expenditure rate of 75% for operating expenses.

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

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

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



**FY26 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS**  
As of 4/24/2026

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	\$43,600	\$0	\$0	\$0	\$43,600	0	0.00%
Adult POS	\$180,400	\$83,066	\$85,068	\$168,134	\$12,266	73	93.20%
Dislocated Worker	\$76,890	\$18,500	\$55,760	\$74,260	\$2,630	22	96.58%
NDWG	\$49,037	\$0	\$44,640	\$44,640	\$4,397	12	91.03%
<b>TOTAL ITA</b>	<b>\$349,927</b>	<b>\$101,566</b>	<b>\$185,468</b>	<b>\$287,034</b>	<b>\$62,893</b>	<b>107</b>	<b>82.03%</b>

<b>ON THE JOB TRAININGS (OJTs)</b>						<b>FY26 OJT</b>	
Adult	\$62,400	\$20,624	\$5,324	\$25,948	\$36,452	3	41.58%
Adult POS	\$78,600	\$20,215	\$43,860	\$64,075	\$14,525	12	81.52%
Dislocated Worker	\$59,593	\$17,600	\$35,169	\$52,768	\$6,825	7	88.55%
Out of School Youth	\$155,000	\$35,445	\$32,899	\$68,344	\$86,656	10	44.09%
<b>TOTAL OJT</b>	<b>\$355,593</b>	<b>\$93,884</b>	<b>\$117,252</b>	<b>\$211,136</b>	<b>\$144,457</b>	<b>32</b>	<b>59.38%</b>
<b>TOTAL ITA/OJT</b>	<b>\$705,520</b>	<b>\$195,450</b>	<b>\$302,719</b>	<b>\$498,169</b>	<b>\$207,351</b>	<b>139</b>	<b>70.61%</b>

<b>INCUMBENT WORKER TRAINING</b>						Number of Participants	Percentage of Total Budget Obligated
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	\$24,115	\$24,115	\$110,055	334	18%
<b>Total</b>	<b>\$236,222</b>	<b>\$0</b>	<b>\$24,115</b>	<b>\$24,115</b>	<b>\$212,107</b>	<b>334</b>	<b>10%</b>

**INDEPENDENT AUDITOR'S REPORT**

Board of Directors  
Central Pennsylvania Workforce  
Development Corporation  
d/b/a Advance Central PA  
130 Kelly Square, Suite 1  
Lewisburg, PA 17837

**Report on the Audit of the Financial Statements**

***Opinion***

We have audited the accompanying financial statements of the Central Pennsylvania Workforce Development Corporation (a nonprofit organization) d/b/a Advance Central PA, which comprise the statement of financial position as of June 30, 2025 and 2024, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Central Pennsylvania Workforce Development Corporation as of June 30, 2025 and 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Central Pennsylvania Workforce Development Corporation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Responsibilities of Management for the Financial Statements** (Continued)

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Central Pennsylvania Workforce Development Corporation's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

**Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Central Pennsylvania Workforce Development Corporation's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Central Pennsylvania Workforce Development Corporation's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

**Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in

**Supplementary Information** (Continued)

the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 12, 2025, on our consideration of the Central Pennsylvania Workforce Development Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Central Pennsylvania Workforce Development Corporation's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Central Pennsylvania Workforce Development Corporation's internal control over financial reporting and compliance.

*Young, Beck, Brown & Company, P.C.*

**CENTRAL PENNSYLVANIA WORKFORCE DEVELOPMENT CORPORATION**  
**d/b/a ADVANCE CENTRAL PA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED JUNE 30, 2025**

**Summary of Auditor's Results**

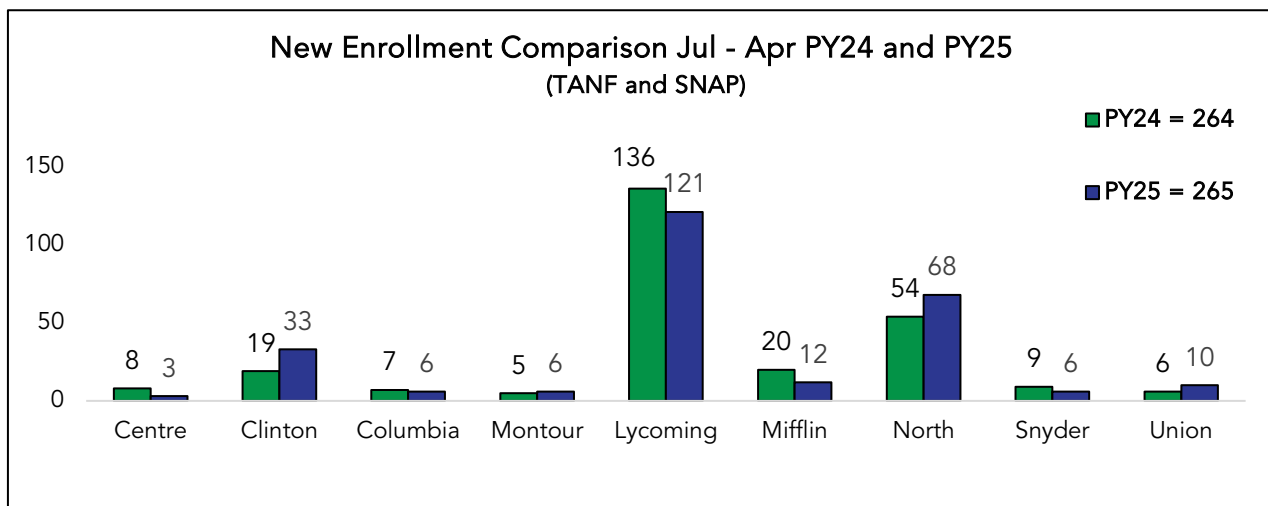
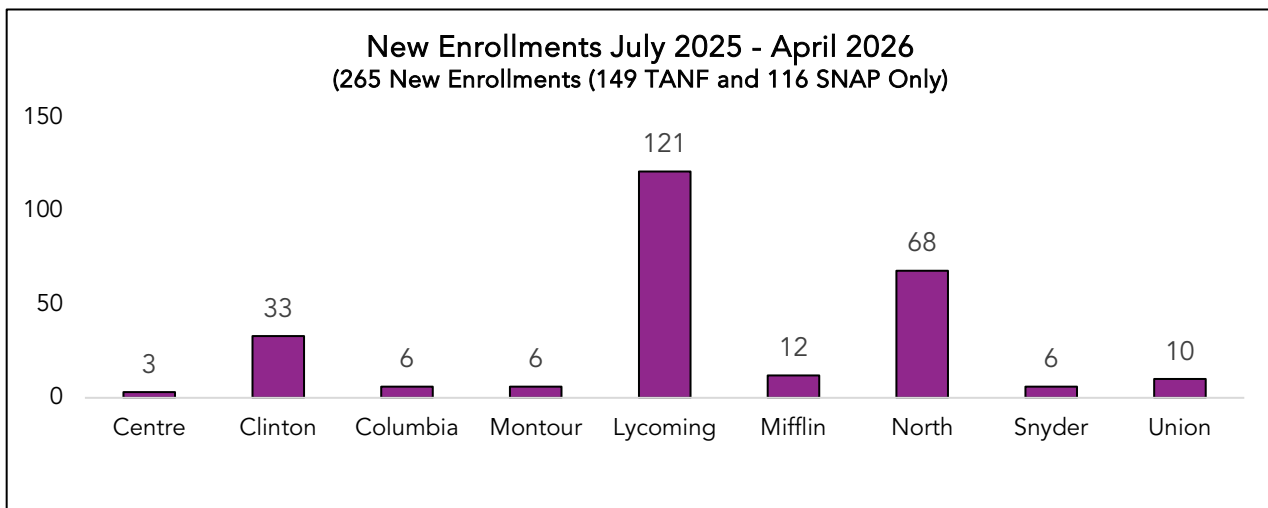
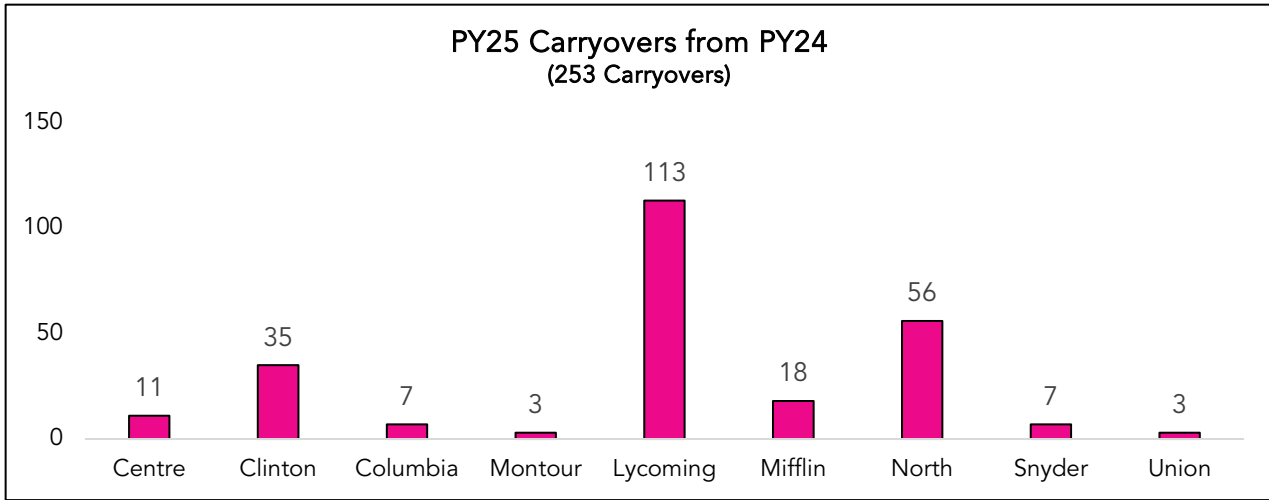
1. An unmodified opinion was issued on the Corporation's financial statements.
2. There were no material weaknesses in internal control identified by the audit of the financial statements.
3. The audit of the financial statements did not disclose any noncompliance that is material to the Corporation's financial statements.
4. An unmodified opinion was issued on the Corporation's compliance for major programs.
5. No material weaknesses in internal control based on a financial statement audit and over major programs were identified by the audit.
6. The audit disclosed no audit findings that are required to be reported under 2 CFR Section 200.516(a).
7. The Corporation's major program is the WIOA Cluster, consisting of WIOA Youth Activities, WIOA Adult Program, and WIOA Dislocated Worker Formula Grants and the Temporary Assistance for Needy Families program.
8. The dollar threshold used to determine Type A and Type B programs was \$750,000.
9. The Corporation was deemed to be a low-risk auditee.

**Financial Statement Findings**

None identified.

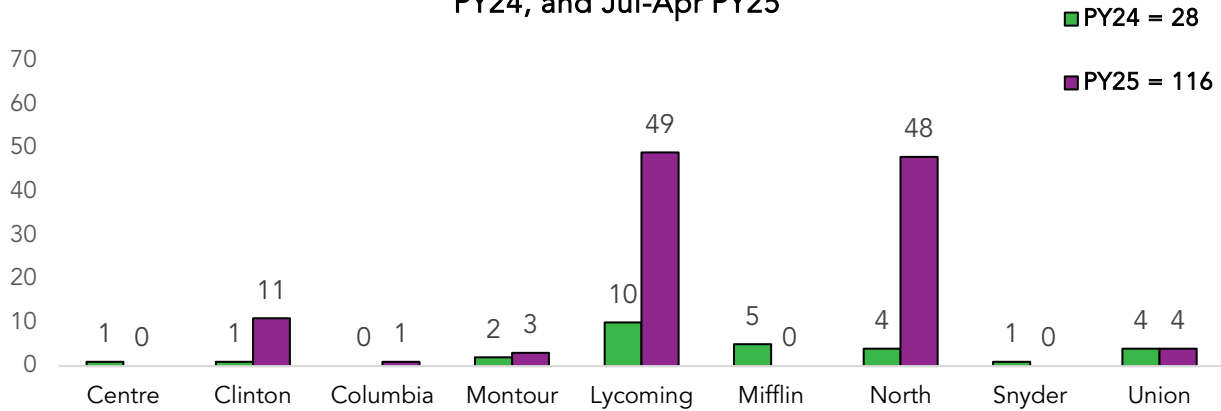
**Federal Award Findings**

None identified.

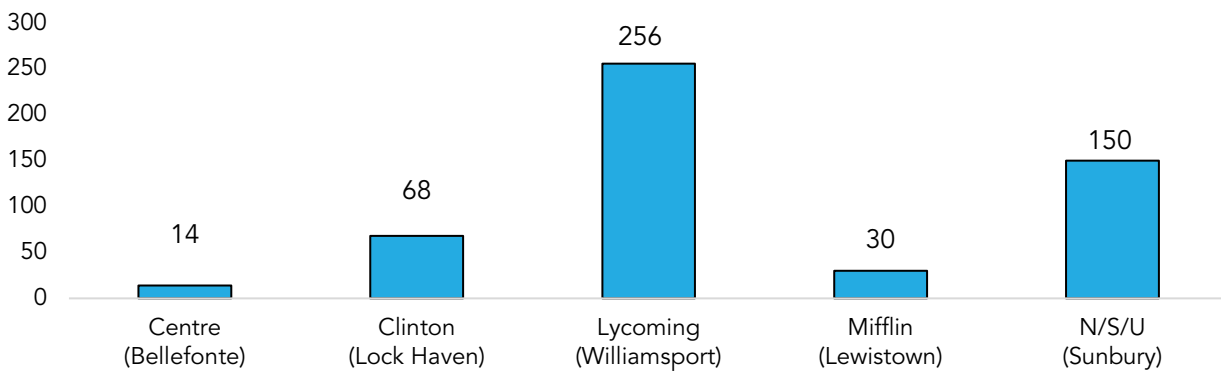




### New SNAP Enrollments Comparison PY24, and Jul-Apr PY25



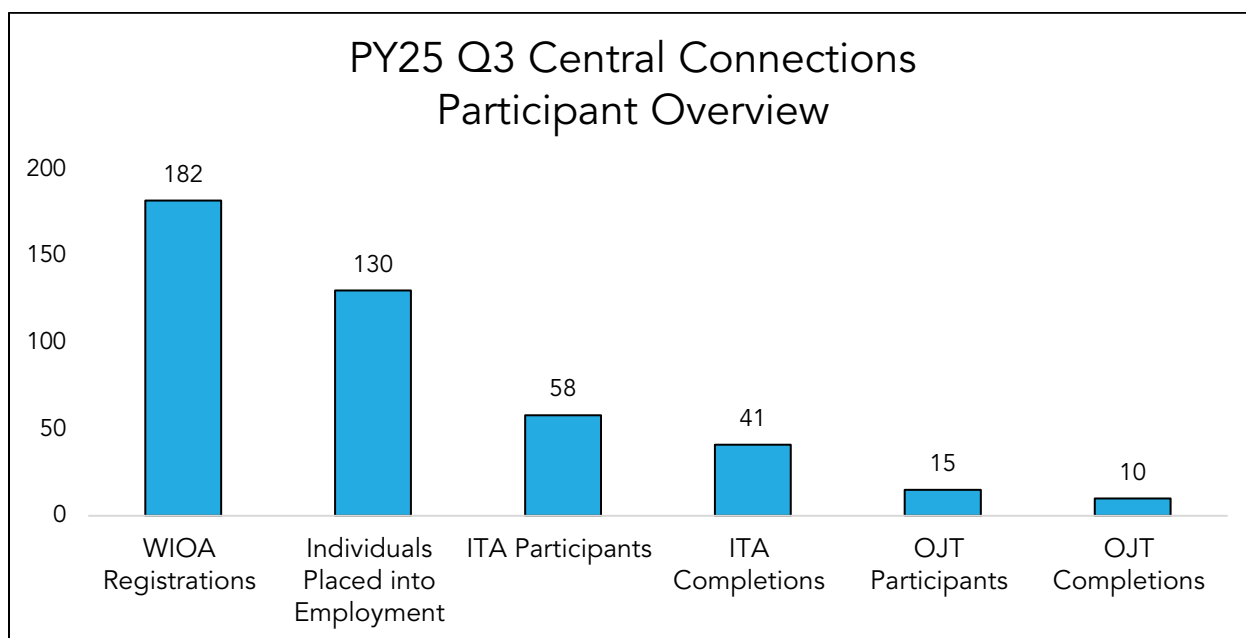
### Enrollments by PA CareerLink July 2025 - April 2026 ( New and Carryover Participants)



## Adult/Dislocated Worker Program Goal Attainment

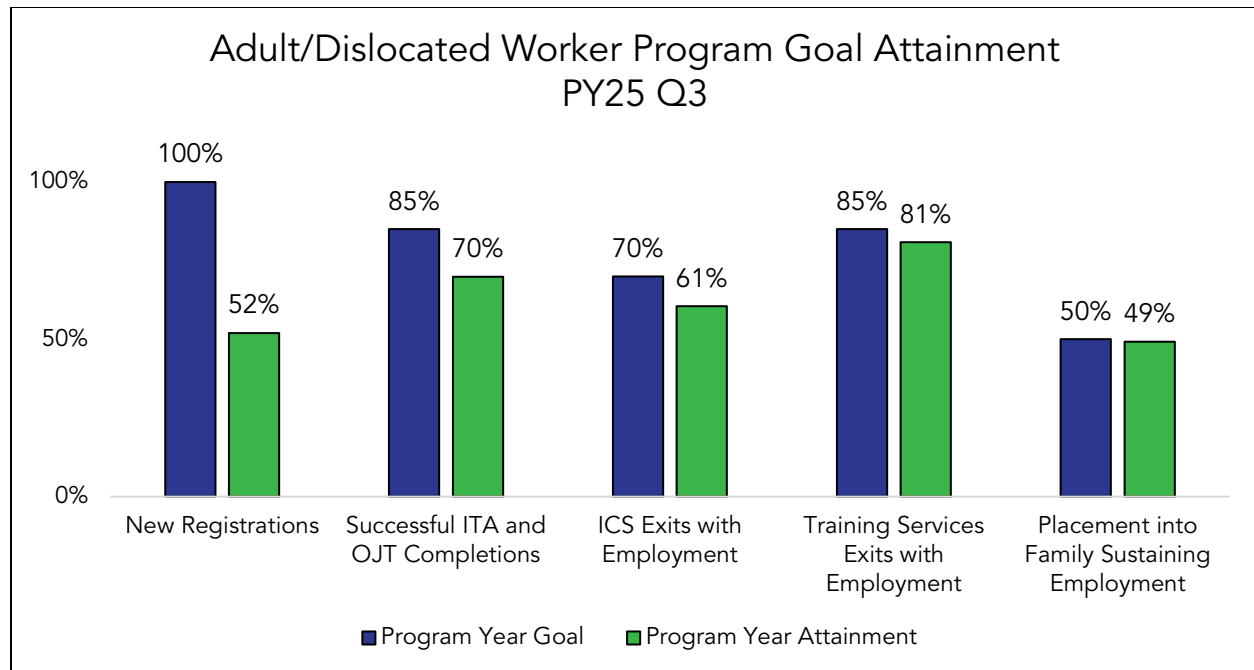
PY25: July 1, 2025- March 31, 2026

Program Element	Program Year Goal	PY Actual Performance
New Registrations	350 (87.5 per qtr.)	52% (182 new registrations)
Successful ITA and OJT Completions * (Compared to those that ended)	85%	70% (51 of 73)
Individualized Career Services Exits with Employment**	70%	61% (92 of 152)
Training Services Exits with Employment**	85%	80% (38 of 47)
Placement into Sustaining Employment (\$43,242/annually)	50%	49% (64 of 130)
Customer Service	In Development	TBD
Impactful Workshop Offerings	In Development	TBD



\*ITA and OJT participants include participants with PY25 training contracts that may still be in training, while ITA and OJT completions are those who have successfully completed their training but may still be receiving program services.

\*\*Exits with employment includes individuals who have carried over from previous program years that exit services with employment



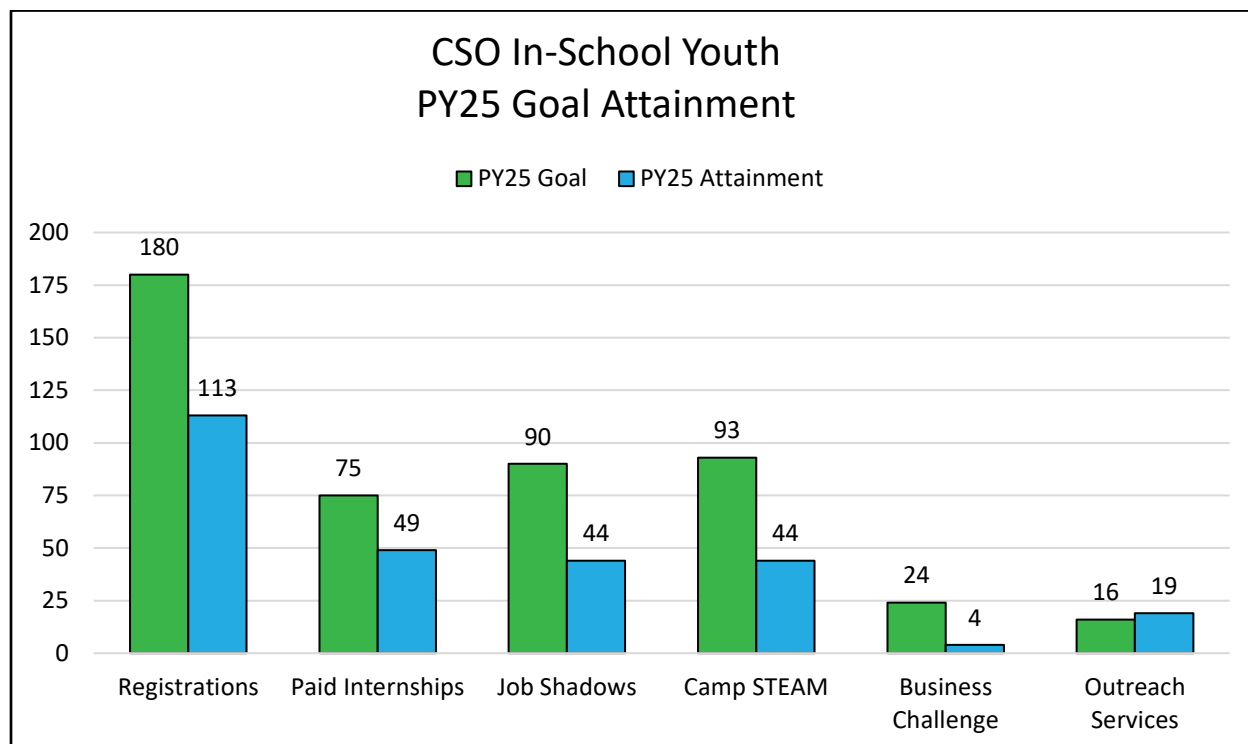
## Bridges to the Future In-School Youth Program

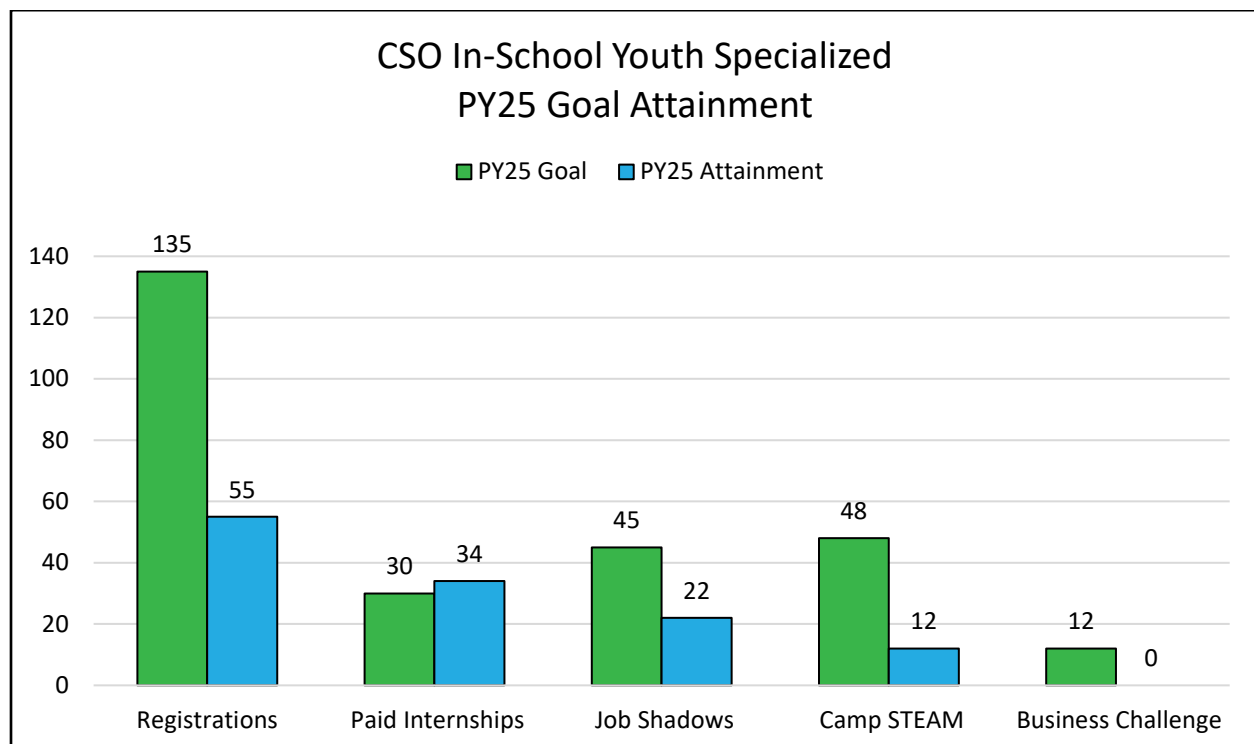
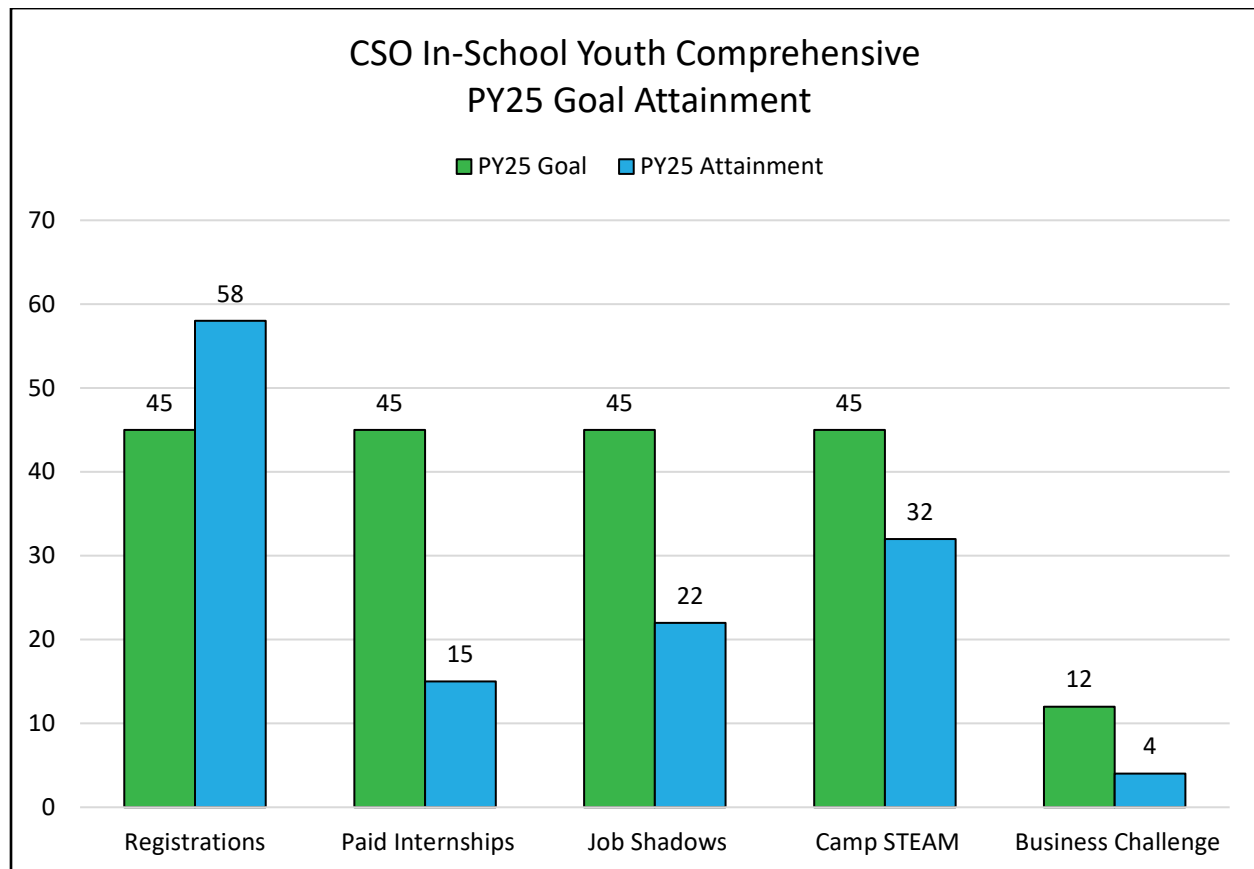
### Goal Attainment

**PY25 Q3: January 1, 2026- March 31, 2026**

Program Provider: CSO

Program Element	Program Year Goal	Program Year Attainment	% of goal reached
Comprehensive Registrations	45	58	129%
Comprehensive Paid Work Experiences	45	15	33%
Comprehensive Job Shadows	45	22	49%
Comprehensive Camp STEAM	45	32	71%
Comprehensive Business Challenge	12	4	33%
Specialized Registrations	135	55	41%
Specialized Paid Work Experiences	30	34	113%
Specialized Job Shadows	45	22	49%
Specialized Camp STEAM	48	12	25%
Specialized Business Challenge	12	0	0%
School Districts Receiving Outreach Services (BEP Grant)	16	19	119%





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

### Goal Attainment

**PY25 Q3: January 1, 2026- March 31, 2026**

Program Provider: CSIU

Program Element	Program Year Goal	Program Year Attainment	% of goal reached
WIOA Registrations	200	146	73%
WIOA Paid Pre-Work Experience	60	27	45%
WIOA Job Shadows	30	30	100%
WIOA Paid Internships	60	22	37%
WIOA On-the-Job Training	12	5	42%

