

Workforce Development Board Meeting Minutes
August 8, 2018
NTRPDC Conference Room

The meeting was called to order by Amy Gilbert at 10:30 am and introductions were made.

Those in attendance: Amy Gilbert, Diana Edler, Tom Freeman, Mark Haas, Bruce Jones, Heather Nelson, Jody Place, Phil Smiley, Ron Vogel, Linda Walsh, Darlene Wampole, Deb Wivell, Donna Winski, Nicole Heyer.

Those in attendance by phone: Karen Russell

NTRPDC Staff in attendance: Frank Thompson, Melissa Fleming, Jody McCarty, Bonnie Warner, Patty Sturzen.

Citizens Comments: None

June Meeting Minutes: A motion to approve the June 6, 2018 meeting minutes was made by Deb Wivell and seconded by Ron Vogel. The motion passed unanimously.

PA CareerLink Highlights:

Tioga County-Diana Edler:

- Rapid Response-No announced or anticipated closures.
- CareerLink Trade Rep. has 51 active Trade cases. 33 through Osram, 18 through Waupaca. Of the 51 cases, 19 are currently in training for various occupations.
- Review of CareerLink Events, Outreach and Mobile Services.
- Hiring Event being held October 30, 2018. Registration forms have been sent out to employers. Event will be open to high school students from 9:30-10 a.m.
- CareerLink Staff will attend Regional Customer Service Training.
- Effective August 10, 2018, Job Gateway name has been changed to PA CareerLink.

Bradford/Sullivan, Susquehanna/Wyoming Counties-Darlene Wampole:

- Rapid Response working with AJAX employees and Trade has been approved.
- Review of CareerLink Events, Services, Outreach, Mobile Services, Fit4Work Re-Entry Program.
- TABE testing available at CareerLink.
- Tour of Cargill will take place September 19, 2018.
- CareerLink Staff will attend Regional Customer Service Training.
- October 3, 2018 next BST meeting. Employer's services and goals, new Employer Survey, new information sheets for OJT and Transition Employment are a few of the topics that will be discussed.
- Days and time UC phone is available is changing.

State Local Internship Program (SLIP)-Nikki Heyer:

- 1st year of SLIP Program, State oversaw intern in local CareerLink offices. 2nd year Title 1 took over overseeing the intern in the local CareerLink offices.
- This year, program was opened up to persons and employers interested in the program.
- New this year, no eligibility requirements for participants.
- BCA and Trehab each had 12 interns participate in SLIP Program.
- Article about the SLIP Program that was written by a SLIP intern published in the local Rocket-Courier Newspaper.
- SLIP intern who did internship at the Bradford County Commissioners Office shared his experience. Commissioners very impressed with interns work and offered him 2 more weeks of employment after the 8 week program was completed.
- Due to success of the program, it is hoped that SLIP Program will be available once again next year.

Title II Annual Report-Donna Winski:

- Review of the PY17-18 Title II PDE Provider Services and Students Outcomes Report.
- Regionally, the goal was to serve 20 students in the CP component with 10 of those students successfully meeting the CP goal. NT region served 22 CP students and all met at least one CP goal by June 30, 2018.

- GED testing available at Bradford County Action and referrals are always welcome.
- RFP for PY18-19 Title II was approved the week of June 4, 2018.
- Donations from United Way made it possible to continue to offer GED classes during the RFP period.

Northern Tier Reports:

EARN-Bonnie Warner:

- Review of the PY17-18 EARN Program Summary Preliminary Report July 1, 2017-June 30, 2018.
- 35 clients of the 127 that enrolled for PY 17-18 have attained Job Retention.
- EARN Program tracks clients for 6 months as long as participant is employed and stays in contact with Case Manager.
- DHS has announced the availability of an Innovation Grant. Grant money must increase Placement, Retention and Credential rates. Grant also requires that funds be used to address a major barrier. 3 consistent barriers in the NT are transportations, childcare and lack of GED or diploma. NT Grant application will focus on transportation barrier that Pre-Placement clients face. Grant application submission is due by August 15, 2018.
- NT Region earned ½ of available EARN Performance money for PY17-18.

Sullivan Flood Clean up-Melissa Fleming:

- National Emergency Grant received to do flood clean up in Hillsgrove Twp. - Sullivan County.
- Participants hired must be eligible by being either a DW client or long term unemployed which limited eligible participants.
- 2 Sullivan County residents applied and were hired for the project.
- Due to the hiring limitations, 6 eligible Fit4Work participants were transferred into the NEG.
- Work on NEG Project began at the end of July 2018.
- Social media posts about project will hopefully increase recruitment.
- Grant money for this project is available until December 2019.

BEP-Jody McCarty:

- Review of the comprehensive BEP Report for June 2018.
- Funding for 2018-19 school year has been obtained through the BEP Grant through L&I.
- Application to ARC to supplement BEP Grant has been submitted.
- Planning has begun for the new school year. Another planning/training session is scheduled for August 15, 2018.
- BEP for PY18 will expand to bring in more Employer Presentations such as Career Café' which brings in employers that students can meet with during their lunch period at school and has proved successful in the past.
- Expanding BEP into the Elementary Schools. 3rd grade curriculum being developed and utilized by the Career Coaches to engage students in Career Exploration and Education Activities at a younger age.
- New mandates issued by the State as well as new standards graduating seniors must meet. BEP will continue to help educators implement the mandates and meet the standards set by the State.

Fit4 Work-Melissa Fleming:

- Funding to continue project for PY18 received through the Strategic Innovation Grant.
- Review of the PY17 Pre-Release Activities and Fit4Work Classes numbers.
- Requirement that participant's progress be followed for 1 year after they are no longer in the program is new for PY18.
- 10 classes scheduled for Bradford County, 6 classes scheduled for Tioga County for PY18.
- Project expansion in Sullivan, Susquehanna and Wyoming Counties is a future goal.
- Due to the success of the program and to help serve their customers, Domestic Relations will contribute \$30,000.00 of their Incentives Money to Fit4Work.
- Persons successful in the program can then move on to OJT's or Paid Work Experiences.
- Melissa Fleming asked to join State Workforce Development Board Re-Entry Committee. She will share and provide input from the NT about this project.

Review of PY17-18 WIOA Youth, Adult, DW numbers:

- Adult/DW numbers similar to PY16-17. Slight increase in ITA's and OJT's.
- Due to low unemployment numbers, nationwide shortage in qualified CDL drivers continues.

- JB Hunt offering Apprenticeship Program for CDL.
- BST in Carlyle Pa. spear heading recruitment of CDL drivers to help ease shortage.
- Pilot project to allow 18 year old's to obtain CDL has been discussed.

New Business/Discussion:

Apprenticeship-Jody McCarty:

- Apprenticeship Grant received for Capacity Building which the Local Development District can be a sponsor of Apprenticeship Programs.
- Jody McCarty and Melissa Fleming to make presentation to the Apprenticeship and Training Office Council August 9, 2018 for sponsorship in first Machinist Registered Apprentice Program.
- Machinist Apprenticeship Program at Ward Manufacturing is being replicated and Penn Foster will be the training provider.
- Goal for is 4 new Registered Apprentices between now and June 30, 2019.
- Each employer is looking at what specific curriculum they need within their facilities.
- Hope for the future is to expand the program to include other occupations.

WSCM (What's So Cool about Manufacturing)-Frank Thompson:

- WSCM Program implemented in other parts of the State, will now be implemented in the NT Region in the spring 2019.
- Program will partner High Schools in our 5 county area with local Manufacturer's. Marketing Campaign contest takes place where one group of students from each school create and submit short videos promoting featured Manufacturer.
- Program is fully developed and enlists the local PBS station out of Allentown PA. to help students with editing their video.
- Voting for favorite school video takes place through social media.
- Sullivan County participated in program last year through Williamsport Chamber of Commerce/Lycoming County.
- Goal is to have 10 schools participate in the program.

Old Business: None

Communications/Monitoring:

- Review of Job/Career Fair flyers and Mobile Services schedules in Meeting Packet.

Good of the Order:

Labor Market Information:

- Review of Labor Market Reports.

Amy Gilbert:

- Repsol Oil & Gas currently has more than 500 drilled wells and are producing 500 million cubic ft. per day.
- Additional development is planned and possibly adding a second rig.
- Due to planned development, Repsol looking to fill positions with existing employees.
- Repsol keen on environmental community support and has been very active with Bradford County Conservation District as well as Susquehanna and Tioga County environmental activities this past year.
- Repsol always looking for opportunities to donate items and offer programs in local schools that will have multiple year use.

Bruce Jones:

- Interviews being set up for BWPO Supervisor position in Wellsboro. Diana Edler and Allen Hubler will assist in this process. Interviews will take place either August 21st or August 22nd 2018.
- Interviews held July 9, 2018 for DVOP position in Wellsboro. No suitable candidate was interviewed so position has been re-posted.
- No movement yet on permanent NT BWPO Regional Director position. Acting BWPO Regional Director Bruce Jones has and will continue in that position until a replacement is hired.
- Southeast Region of the State is close to making an announcement for their new BWPO Regional Director.
- Apprenticeship Summit will be held August 25 and 26 2018 at the Radisson in Harrisburg PA. Would like to see CareerLink Staff attend.

- All CareerLink staff from all partners are welcome and encouraged to attend Customer Service Training. Dates for Williamsport training are August 16 and 17, 2018, August 30 and 31, 2018 and September 13 and 14, 2018.

Heather Nelson:

- OVR continues to expand and define services that are provided to individuals with disabilities. New ideas are always welcome.
- NT District met goals that were set for PY17-18.

Diana Edler:

- Review of PY17-18 CareerLink's Job Seekers.

Darlene Wampole:

- Wyoming County Tunkhannock Little League Girls softball team heading to Oregon to compete for Championship Title.

Nikki Heyer:

- Summer Youth Program was very busy this year. 27 TANF Youth participated in the program.

Phil Smiley:

- Trehab in line to reach the 20% Youth Work Experience requirement for PY17-18,

Jody Place:

- First Energy concerned in finding future skilled line-work laborers due to current workforce aging. To address issue, in partnership with Edinboro University, a 2 year accredited degree program- Power Systems Institute started 10 years ago. Persons who complete the program graduate with an Associate's Degree in Electric Utility Technology.
- Fall 2019 class recruitment is now taking place. First Energy focuses on local recruitment for this program.
- 6 new graduates of the program were hired by First Energy in May 2018.
- 4 students who have completed their 1st year of the program are employed by First Energy this summer.
- Due to Gas Industry jobs, recruitments in Susquehanna County has been more difficult, but overall program has been a success.

Tom Henry:

- Attended a Broadband Roundtable held by Congressman Marino held August 2, 2018 at Mansfield University. FCC, T-Mobile, legislative liaisons for other companies were there to address the need for Broadband services in our rural areas.
- Tri County Rural Electric announced that a 1.5 million dollar Grant was approved for a pilot project that will expand broadband services in Potter County. They have also applied for the Connect America Funds and those funds will be spent in Bradford and Tioga Counties.

Mark Haas:

- Sullivan County planning a Lunch and Learn on Nov. 7, 2018. Meeting is geared towards entrepreneurs who would like to start a business or if they have an existing business, but would like to expand.
- Lunch and Learn will focus on different programs that are available for funding and/or education and is supported by the Dushore Business Association, Sullivan County Chamber of Commerce.

Deb Wivell:

- UPMC now requiring that all nurses have their 4 year BSN Degree. More hospitals making this a requirement.
- Employment counseling should encourage persons to go directly for their BSN.
- 2 year RN degrees will not be enough to gain employment in hospitals in the future and will eventually be phased out.

Next Meeting date/Adjournment:

The next WDB Meeting will be held October 10, 2018 at 10:30 a.m. in the NTRPDC Conference Room.

Meeting adjourned: 11:55 a.m.

Respectfully submitted,

Patty Sturzen