

Workforce Development Board Meeting Minutes
October 12, 2016
NTRPDC Conference Room

The meeting was called to order by Craig Harting at 10:30a.m. Introductions were made.

Those in attendance: Craig Harting, Krystle Bristol, Diana Edler, Daria Fish, Amy Gilbert, Jackie Johnson, Cathy Wagner sitting in for Phil Smiley, Elaine Stalfa, Darlene Wampole, Nicole Heyer, Angela Funk. Frank Thompson made note that Krystle Bristol, from Solid Ground Services Inc. is soon to be a newly appointed WBD board member.

NTRPDC staff in attendance: Frank Thompson, Melissa Fleming, Jody McCarty, Karen Vaughn, Bonnie Warner and Patty Sturzen.

Citizens Comments: None

Meeting Minutes for July 6, 2016 were not approved due to a lack of a quorum.

PA CareerLink Activities:

Darlene Wampole- PA CareerLink® Bradford/Sullivan

- ❖ Tioga Downs in Nichols, NY are still recruiting employees for new restaurant and expanding casino.
- ❖ Crown Cork and Seal still hiring to fill positions. They plan to open in November.
- ❖ Susquehanna County has a new company, XNG. They are a transporter of compressed natural gas. They held a job recruitment and interviewed 50 people for CDL positions. Others attended the recruitment for positions in HR and Operations Management. XNG pleased with the number of candidates and the quality of candidates.
- ❖ New company in Wyoming County, TMG Health Services. They are having a job fair on 10/17/2016 to search for 24-30 customer service representative positions.
- ❖ UC Rep Cathy VanValen and LVER Pat Hoagland conducted and Employers Seminar (UC 101) at the VFW Post in Montrose on September 14, 2016. 10 employers were in attendance.
- ❖ Mobile Services are being implemented this week in the towns of Troy, Sayre, Canton and Wyalusing. Services will include access to most of the basic career services at this time. Advertising for these services will take place.

Diana Edler-PA CareerLink® Tioga County

- ❖ Shale-Net holding information sessions once a month. They are offering a 4 week roustabout training course. Course is held once every other month.
- ❖ Watch Program holding monthly information sessions.
- ❖ Administrators attended pilot training sessions at Penn College, for their Shale-Net Employability Skills scenarios, where they use Artificial Intelligence Technology as part of their curriculum.
- ❖ Spherion held open interviews on site on September 13, 2016. They are looking for 15 full time temporary positions with Waupaca.
- ❖ Small Business Development Center from University of Scranton held information sessions the last 2 months to give people an idea of what they would need to start their own business. Future sessions are planned.

- ❖ Manpower(a staffing agency hiring for MedPlast in Westfield), held recruitment interviews. They are looking to hire approximately 11 employees.
- ❖ Law Enforcement Information Sessions, last Monday of every month at Mansfield State Police Academy.
- ❖ UPS is having a Driver's Recruitment for the upcoming holiday season.
- ❖ Meetings being held with Tioga County Prison warden for Careerlink Staff to hold information sessions for the county inmates to help them prepare for employment upon release.

New Hires:

- ❖ For PY 2015 New Hires reported was 305 and Job Seeker Visit report was 10,762. New Employers using CareerLink was 66, New Job Posting was 2038. Business Services reports 3867. These numbers represent all 5 counties.

Upcoming Trainings and Events:

- ❖ October 12, 2016-Susquehanna Health Medical Plaza will be hosting an open house.
- ❖ October 13, 2016-WIOA staff attending Bradford/Tioga County Head Start Resource Fair in Troy for families to receive information on CareerLink Services.
- ❖ October 13, 2016-CareerLink Staff will attend Bradford/Tioga County Head Start Resource Fair.
- ❖ October 13, 2016 WIOA staff will be going to the NTCC to discuss OJT, etc. for the Occupational Advisory Committee.
- ❖ October 19-20, 2016-RES Training. WIOA, BWPO, DVOP staff will attend 2 day event.
- ❖ October 22, 2016- Keene Fracking will be holding a Natural Gas Job Fair at the Mansfield Fire Hall. They are looking for various positions to be filled.
- ❖ October 24, 2016-WIOA and NT Staff will be attending the Bradford County Probation and Parole Staff Meeting for the staff to receive information on CareerLink Services.
- ❖ October 27, 2016-WIOA and BWPO staff will attend the NTCC college fair.
- ❖ November 8, 2016-WIOA and BWPO staff will attend the Northeast Bradford High School Senior Interview day.

Rapid Response:

- ❖ Sylvania plant in Tioga County closing effective 9/30/2016. Full production shut down will be between 9/30/2016 and 10/28/2016. 120 employees affected.
- ❖ CareerLink staff hosted a Trade Information Session on 10/7/2016 for participants in efforts to complete their Trade/WIOA applications. 16 participants attended, all completed WIOA Applications and 8 were interested in enrolling into the DW program.
- ❖ HMAC is expected to shut down operations in December 2017. Petition for Trade with HMAC is still pending. 50% of their workforce is estimated to be laid off by December 2016.
- ❖ Waupaca looking to fill 15 full time temporary positions.

Other:

- ❖ Foot traffic up by about 1400 for the region for PY 2015. 1st Qtr. of PY 2016 foot traffic seems to be staying on pace with 2015 numbers.
- ❖ New employers down a bit due to budget impasse.

Youth Committee: Jody McCarty

- ❖ **Summer Employment Program**-Staff worked with 45 youths funded through TANF and 2 youths funded through WIOA in the region at 15 different work sites. All participating in Paid Work Experience and Academic Enrichment Activities.
- ❖ **BEP**-Funding to continue for this program for this year has been attained through the Appalachian Regional Commission. 16 schools have enrolled for the program compared to 13 last year. With the addition of 3 schools, 2 new part time career counselors have been hired. All three career counselors from last year have returned.

New Business/Discussion: Frank Thompson and Melissa Fleming

- ❖ WIOA funding must spend 30% of their funds on training of which 50% must be spent on individuals with barriers.
- ❖ New Performance Measures under WIOA set by the State. Performance numbers for Adult and DW now based on Entered Employment Rate 2nd Qtr. after exit and Employment Retention Rate 4th Qtr. after exit. One year exemption on meeting those Performance numbers.
- ❖ A summary sheet was shared on numbers and percentages by County on training.
- ❖ A review of the Job Driven NEG was shared. A total of 23 customers were served through the grant.
- ❖ Less Training Providers submitting trainings for the PA Statewide list due to new requirements.
- ❖ Discussion on new ideas for local-short term training or certification program that would help us meet 30% benchmark that needs to be spent on training.

Title II Report: Angela Funk-January 2016-June 30, 2016 Student Outcome Numbers

- ❖ 131 students enrolled. 48 students were in program activities long enough to increase at least one educational functioning level.
- ❖ 16 students entered new employment, while 14 students retained existing employment.
- ❖ 1 student entered post-secondary education/training.
Career Pathways regionally set a goal of assisting 20 students with 10 of those students successfully meeting a CP goal. Our region served 22 CP students and all met at least one CP goal by June 30, 2016.

Old Business: Frank Thompson

- ❖ E-mail ballots for approval of by-law changes to be sent out.
- ❖ TANF RFP (Request for Proposal)-Have not received any of funding. Deadline is December 31, 2016 with funding needing to be spent by June 30, 2017.

Communications/Obligations:

- ❖ 1 year local plan has been approved. 4 year plan to be drawn up around the end of 2016.
- ❖ Youth funds-75% of expenditures must be spent on OSY.
- ❖ Official word from the State we are a LWDA through July 2017.
- ❖ Review of latest Labor Market Reports.

Good of the Order:

- ❖ Elaine Stalfa-Explanation of RESEA Program which will replace PREP and what services are available. Working with OIT to have enhancements made in CWDS so running the program is more efficient.
- ❖ Melissa Fleming- Explanation of RES Program that helps released inmates from County prisons re-enter the workforce.
- ❖ Amy Gilbert-Talisman Energy adding a few people. 1 rig still in operation. Full completion schedules for next year.
- ❖ Daria Fish-Chief Oil & Gas bringing back 1 big rig on 10/20/2016. 7 new wells scheduled. 2nd rig to be brought in January 2017. Fracking schedule staying consistent. Staff is increasing. Share the Harvest Program is explained.
- ❖ Jackie Johnson-Tour of Red Rock Job Corp is scheduled for 10/28/2016 at 10 a.m.

No date has been set for the next meeting.

Meeting adjourned at 12:15p.m.

Respectfully submitted,
Patty Sturzen