

WIB Meeting Minutes
May 21, 2014
NTRPDC Conference Room

The meeting was called to order at 10:30 by Craig Harting.

Those in attendance were: Craig Harting, Brenda Abplanalp, Charity Field, Heather Nelson, Fred Robinson, Elaine Stalfa, Penne Watkins and Debra Wivell. Attending by phone were Robert Blair, Elena Kilpatrick, Mike Narcavage, Terri Zimmerman and Tammi Mowry.

NTRPDC staff in attendance was: Frank Thompson, Sherry Felten, Cindy Fay and Melissa Fleming.

Introductions were made.

Citizens' Comments - None

Approval of the July 17, 2013, October 16, 2013 and February 19, 2014 meeting minutes: A motion to approve all three meeting minutes was made by Robert Blair and second by Terri Zimmerman. The motion passed unanimously.

Youth Council Meeting – Sherry Felten

- State Quarterly Performance Reports – The NT did not meet the youth common measure goal for placement during the 1st, 2nd and 3rd quarters of PY 2013-14. Formal corrective action will be required if performance is not met in the 4th quarter. NT staff has been working with Trehab and BCA to correct the issue. Local staff have attended case management training and also taken some online training. Marketing of the youth program will be reviewed.
- In-School Workshops – A report was shared listing where workshops have been presented by various staff members. Career Day was held at Sayre H.S. in April where 150 juniors and seniors attended a workshop presentation. The presentations have been well received by all students attending workshop sessions.
- USDOL Waivers for Youth Program – The federal government announced at the PWDA Conference in Hershey that they would be open to requests for waivers for things that are not currently allowable under the WIA. The Northern Tier Youth Council would like to submit a waiver to be able to use the eligibility for free school lunches as income eligibility for WIA Youth. The WIB agreed and Sherry will submit the waiver to the state.
- Health Careers Magazine has been updated and is being distributed to high schools in the region. Copies are available for anyone interested.
- Career Connect Grant – The NT was part of a regional grant application with North Central and Central WIBs to be awarded in April and implemented in October. This was a 54 month federal grant for school districts to work with higher education and employers in STEM related fields. Our application for the grant was not approved. All of the grant awards went directly to various school districts across the nation.
- STEM Career Day will be held on October 1, 2014 at the Wellsboro Administration Building for 8th grade students from Tioga County school districts. Transportation and lunch will be provided for the students. A parent night will be held on September 30, 2014 at Williamson H.S. The event is a collaborative effort of the Marcellus Shale Institute, Shell, Penn College, TCDC, NTRPDC and Tioga County school districts.

- 2014 Draft High-Priority Occupations listing for the Northern Tier was shared. There are very few changes from last year's list.
- Summer Employment Program
 - EARN Performance Funds will be used to supplement TANF Youth summer paid work experiences.
 - National Retail Federation certification program will be offered to all summer youth participants as part of the academic enrichment program.
- Healthcare Industry Partnership – Sherry Felten shared her report on healthcare trainings that have been provided through the worker training grant this program year.

PA CareerLink – Melissa Fleming

- Wal-Mart, Sayre, PA. Staff has been assisting with recruitment for the new store which held its grand opening on May 21.
- LPR Construction has asked for assistance recruiting employees. This company is part of the Panda Project (power plant).
- In School Workshops presented to 150 junior and senior students at Sayre H.S. The students heard about CareerLink services and other aspects of employment.
- Rapid Response activity has been minimal in the region. Ron Vogel has reported to Ms. Fleming that an employer in Kirkwood, NY will be laying off workers soon and about 90 PA residents are employed there.
- Staff will be participating in the B2B Expo at Mansfield University in June.
- Recent outreach activities include reaching out to employers and informing them of CareerLink services and Job Gateway.
- CL staff has been working with domestic relations and probation offices in Bradford County to offer assistance to their clients.
- The labor exchange performance report was share for the 3rd quarter of PY 2013 for both Bradford and Tioga County offices. These performance measures are negotiated statewide rather than by each region.

Chair/Director Report – Frank Thompson

- Dislocated Worker NEG Training Grant – This grant is being used to serve long-term unemployed and veterans to help them get back to work. Fifteen people have completed OJTs or ITAs to date. The grant is good until June 30, 2015.
- JOBS1st Production Career Pathway and Training Development Grant – We submitted a grant application and a \$400,000 grant has been approved. The WIB will work with NT PREP partners to develop entry level career pathway training. The trainings offered under this program are not allowable under WIA.
- Tioga County CareerLink—NT will take over the lease from the state and is in negotiations with the landlord for a smaller location within the same building.

Communications/Quality Assurance

- Policy/Private Sector Membership – The Commonwealth has released several new draft policies. One of the policies is going to increase the number of people on the WIB and will require us to increase our private sector membership. Other changes will be forthcoming to the WIB and WIB Bylaws.

Old Business

- Adult Eligibility/Regional Cost Per – Last year, adult eligibility requirements were removed in an effort to get more credit for everything staff is doing. There has not been a huge increase in numbers as expected.

New Business

- County Allocations for 2014-2015 – Worksheet was shared of how program allocations would be distributed to each county. Overall NT's funding is up 15% from the prior year. EARN funding will remain the same. A regional reserve of 5% will be held to allow for flexibility if an area finds they have a shortfall. A motion to approve the County Allocations for 2014-15 as presented was made by Brenda Abplanalp and second by Debra Wivell.

Good of the Order

- Charity Field
 - ✓ Day Camps will be held in both Bradford and Sullivan counties this summer
 - ✓ New Fall Programs
- Elaine Stalfa
 - ✓ BWPO will be offering training for new staff to be held in the Harrisburg area.
- Deb Wivell commented on recent job applicants she has met and the lack of “soft skills” that they possess.
- Tammi Mowry shared that Trehab's Wyoming County office will be moving to a new building effective June 1. The new location is near Tyler Hospital.

The next meeting will be held on July 23, 2014 beginning at 10:30 am at NTRPDC.

The meeting adjourned at 11:45 a.m.