# Workforce Development Board Meeting Minutes April 13, 2016 NTRPDC Conference Room

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

**Those in attendance were:** Craig Harting, Amy Gilbert, Phil Smiley, Elaine Stalfa, Ron Vogel, Penne Watkins, and Deb Wivell. Attending by phone/web were Jody Place, Karen Russell, Lindsey Sikorski and Mike Wilson.

**NTRPDC staff in attendance were:** Frank Thompson, Cindy Fay, Melissa Fleming, Jody McCarty, and Bonnie Warner

Introductions were made.

Citizens' Comments - None

Meeting Minutes for February 10, 2016 were not approved due to the lack of a quorum.

### **PA CareerLink** – Melissa Fleming

- Rapid Response Updates:
  - ➤ Osram in Wellsboro, is scheduled to be completely closed by September 2016. Workshops are being held to assist the employees.
  - ➤ Hitachi Metals Automotive Components (HMAC) A fact finding was held on March 1<sup>st</sup>. The facility will lose about half its workforce as contracts end. It will be completely closed by December 2017. The company is very receptive to CareerLink providing workshops as employees are affected. Some employees are being transferred to other local facilities.

#### Activities

- ➤ The LVER is holding "Ask the Employer" sessions to discuss why employers should hire veterans. The first session was held with an HR representative from Cargill. The event was very successful and more sessions will be held.
- ➤ The LVER and Dennis Marsh from CWIA held an employer workshop in Montrose on March 9<sup>th</sup>.
- ➤ Tioga County Job Fair was held in Owego, NY on March 8<sup>th</sup>. Over 1,000 jobseekers has the opportunity to speak with over 80 employers.

## • <u>Upcoming</u> Events

- Susquehanna County Job Fair will be held on April 14<sup>th</sup> in Montrose from 12-5 p.m.
- ➤ Wyoming County will hold an Employer Showcase at Shadowbrook on May 18<sup>th</sup>.

#### Services

- ➤ The transition from PREP to RESEA has begun
- > Program functions will continue to be modified as WIOA guidance is issued.

### **Youth Committee Meeting** – Jody McCarty

- The Youth Committee has decided to rebrand the program to Young Adult Program to be more inclusive of participants ages 16-24. Updates will be made to promotional materials and the NTRPDC website.
- The NT has received notification of funding for the TANF Summer Youth Program.
- State training targets for PY 2016 require us to spend 30% of WIOA funding on training services. 50% of that amount is to be spent on training individuals with barriers to employment. Other funding outside of WIOA can be used toward the 30% goal. The next two Program Years the expectation increases to 40% and 50% respectively. The 50% goal will be tough to meet and will cut into services provided to other customers.
- The Governor has announced a new minimum wage of \$10.15/hour for all state employees, interns, etc. L&I has strongly recommended paying the new wage rate but we see a problem paying youth such a high wage for entry level positions. Youth may be working with regular employees who are receiving a lower wage. Other WDB areas around us have stated that they will not be paying the higher wage but will stay with \$7.25 or \$8.00/hour. The higher wage is not a realistic expectation for future employment for youth. Central region had proposed a bonus at the end of the summer for the difference between \$7.25 and \$10.15 but it was rejected because it set a bad precedence. After much discussion the committee agreed that \$7.50 would be a fair wage for youth participating in a summer work experience.
- The Young Adult Newsletter will be starting in May.
- Business-Education Partnership (BEP)

The program started in September 2015 with three career counselors. They have met with over 4,000 students through various events or at individual meetings. A Career Day was held on March 18<sup>th</sup> at Towanda High School with about 440 students from seven area schools attending. Local employers discussed their business and how they got there. Two of the counselors will be wrapping up their services in the middle of May. Report provided for review.

Frank Thompson spoke on the future funding of this program following the end of the pilot program on June 30, 2016. An application to ARC has been submitted seeking funding. Mr. Thompson recently shared details of the program at various conferences and individuals at the Federal level are interested in the program. The hope is to allow the counselors more than one day/week at each school. Thirteen of the regions nineteen school districts participated and all were pleased with the program.

#### **New Business/Discussion**—Frank Thompson

• Proposals – Trehab and BCA submitted proposals that were summarized in an earlier email to board members. The state is requiring that 30% of our funding be spent on training next PY which means we must close gaps to be able to meet this goal. We have two comprehensive CareerLink offices but also provide face to face services in three other counties. BCA is planning to expand services by sending staff out to area libraries to meet people without having to pay for building space. Mr. Thompson would like to see this "hub and spoke" concept used by Trehab also. All fixed brick and mortar costs need to be reviewed to find efficiencies. The requirement to spend funding on training will increase to 40% in 2017 and 50% in 2018.

- The <u>Transitional Regional/Local Plan</u> is our opportunity to redefine our goals and opportunities for the region. We are open to suggestions for the plan. The plan will be emailed to board members for review prior to the public comment period in May.
- Operator Procurement The Workforce Development Board cannot be involved in CareerLink Operations. No additional guidance is available on the procurement process. A request for proposal will be required for the Site Administrator position.

### Chair/Director Report - None

### **Old Business** – Frank Thompson

- WIOA Performance Measures There are no negotiations underway with the state yet. New performance measures go into effect July 1, 2016. The goals will basically be to get a job and keep a job.
- State Plan The state plan has been written and sent to the Federal level for approval. The NT plan will be developed based on the state plan.
- March 15, 2016 a vote by ballot was requested to approve:
  - A change in the supportive services policy to allow a \$250 allowance to cover unanticipated or missed costs not paid for under a customer's ITA.
  - ➤ August 2015 and October 2015 meeting minutes
  - The addition of Krista Davidson, Kelly Silver and Gary Martell to the Youth Committee.

A majority of WDB members voted in favor of approving the requested items on the ballot.

#### Communications/Other

- The updated OJT contract was reviewed. A recent monitoring report required the changes to the contract. It will be sent to out by email for board approval.
- Jobs Driven is a work based program that will be ending September 30, 2016. There are currently 6 ITAs and 9 OJT participants. The funds are expected to be fully expended.
- A monitoring report on NT Workforce Development Board compliance has been received. The report is questioning the optimum policy making ability of some board members.

#### Good of the Order

- Frank Thompson
  - Labor market information was shared for February 2016.
  - ➤ NTRPDC Annual Meeting will be held April 15, 2016 and all are invited.
- Phil Smiley
  - ➤ Job Fair in Montrose on April 14<sup>th</sup> from noon to 5pm. It will be held at the Bridgewater Church which is a large facility with plenty of parking.
- Deb Wivell shared that Susquehanna Health is very aware of the layoffs happening in the Wellsboro community and the affects it will have on residents.
- Elaine Stalfa
  - ➤ New director is Carrie Amon. She is formerly with the Department of Corrections.

- ➤ RESEA transition in ongoing. Please be patient through the process. The transition is resulting in having to work with limited CWDS capability until updates are made.
- Ron Vogel shared that he is looking to partner with someone in Tioga County to assist people negotiate the affordable care act.
- Amy Gilbert stated Talisman Energy USA currently has one rig running in the area. The company name change to Repsol is expected this summer.

The next meeting date is July 6, 2016 at NTRPDC beginning at 10:30 a.m.

The meeting adjourned at 12:10 p.m.

Respectfully submitted, Bonnie Warner