

**BERKS COUNTY WORKFORCE DEVELOPMENT BOARD
(WDB)**

7:30 a.m.

March 16, 2018

PA CareerLink® Berks County, 1920 Kutztown Road, Suite F, Reading, PA 19604

Meeting Summary

Members Present

Ms. Debra Antol
Ms. Ashley Chambers
Mr. John DeVere (via conference call)
Mr. Michael Fischetti
Mr. Robert Harrop (via conference call)
Ms. Carole Homolash
Ms. Joanne Judge
Ms. Peggy Kershner
Mr. Lewis McCoy
Mr. Thomas McKeon
Mr. Brian McMahan
Mr. James Nichols
Mr. Randolph Peers
Mr. Mark Pinkasavage
Mr. Gregg Riefenstahl (via conference call)
Ms. Jeannine Rohrbach (via conference call)
Mr. Michael Rowley
Mr. Mark Schlott
Mr. Russell Showers (via conference call)
Ms. Connie Skipper
Mr. Pablo Tejada
Ms. Karyn Troxell
Mr. Barry Unger
Dr. Anna Weitz (via conference call)

Members Absent

Mr. Thomas Brizek
Ms. Marianne Egolf
Mr. Modesto Fiume
Ms. Kristi Gage-Linderman
Mr. John Morahan
Ms. Tammy White

Staff and Guests Present

Mr. Daniel Fogarty	Berks County Workforce Development Board Staff
Mr. John Moser	Berks County Workforce Development Board Staff
Ms. Megan Noll	Berks County Workforce Development Board Staff
Mr. Rory Stevenson	Berks County Workforce Development Board Staff
Ms. Patricia Spencer	Berks County Workforce Development Board Staff
Ms. Patricia Adamczyk	PA CareerLink® Berks County Administrator
Ms. Amber Columbo	ResCare
Ms. MacKenzie Krott	ResCare
Ms. Corinne Dietrich	Abilities in Motion
Mr. Jim Del Conte	Berks Career and Technology Center

The meeting was called to order by Ms. Judge, Chairperson, at 7:30 a.m. A quorum was present.

Ms. Judge introduced Mr. Del Conte from Berks Career and Technical Center (BCTC) who will be videotaping the Board meeting for some footage to be included in a video for the Career Pathways initiative.

A motion was made by Mr. McKeon and seconded by Ms. Homolash to approve the minutes of the December 8, 2017 meeting. All members voted their approval.

At its March 8, 2018 meeting, the Executive Committee approved the Policy, Planning and Priorities Committee's recommendation that the full Board adopt the PY2017-2019 Multi-Year local and SE PA Regional Plans. Labor and Industry's final approval was received and posted on the WDB webpage <http://www.co.berks.pa.us/Dept/WDB/Pages/default.aspx> on December 29, 2017. Mr. Rowley, Chair of the PPP Committee, moved to adopt the plans and Mr. Unger seconded the motion. All members voted their approval.

Mr. Fogarty and Mr. Moser contributed their comments through the PWDA statewide association to the newly-revised state WIOA plan. Their comments focused on the state-imposed annual training expenditure mandates and the potential negative implications of such targets on local WDB priorities. The state has agreed to hold to the existing 30% requirement for annual Title I adult and dislocated worker funds and has clarified that the requirements do not apply to local Title I youth funds. The state's Deputy Director for Workforce Development has publicly agreed that no local WDBs will be subject to penalty for failure to meet the 30% requirement through June 2020, the period covered under the newly-revised state plan.

In response to a separate public comment on how local WDBs could more effectively use EARN performance funds as was permitted in the past, the state reported that they are currently exploring EARN program changes to allow for funding innovative practices in addressing barriers to success.

Due to staff turnover at the Lancaster WDB, their Director Cathy Rychalsky reached out to Mr. Fogarty to explore the possibility of the Berks WDB staff providing some assistance. Subsequently a Memorandum of Understanding (MOU) was negotiated with the Lancaster Board and that MOU was approved by the Berks County Board of Commissioners on March 8, 2018. Ms. Judge added that we have been encouraged to look at partnerships with other areas and this particular partnership is beneficial to both workforce areas. Mr. Moser will provide monitoring and contracting services to the LWDB from March 20, 2018 until June 30, 2019 and the Berks WDB will be reimbursed for his time and travel expenses. The motion to approve the MOU originated from the Executive Committee. All members approved.

The Committee had been notified of Mr. Herman's and Mr. Hornberger's resignations in December, 2017. Dr. Weitz and Ms. Skipper will be retiring effective June 30, 2018. Two replacements will be required effective July 1, 2018 and Mr. Fogarty will work with the appropriate nominating entity to have replacements in place in a timely manner.

Training funds have been transferred to the Title I Adult/DW contractor (Educational Data Systems, Inc.) effective January 1, 2018 as previously approved.

Introducing the Finance Committee's report, Ms. Judge welcomed Ms. Noll, Fiscal Officer, to her first Board meeting since joining the WDB staff in December. Ms. Judge noted that Ms. Noll did an excellent and impressive job in preparing and presenting the financial reports to

the Committee. The Expenditures vs. Budget for the period 7/1/17 to 1/31/18 is within budget for all line items. A revised budget/statement of activities format will be shared with the full Board prior to the end of the current program year.

Board members spent some time discussing training funds and how they are allocated from the various funding streams to specific programs. Mr. Moser added that there are approved training providers and specific regulations regarding Individual Training Accounts, On-the-Job Training contracts, High Priority Occupations and Trade Act which must be followed and monitored. Income eligibility and sometimes other standards are also taken into consideration before training funds are authorized.

Ms. Judge said that Ms. Noll has taken on the task of fiscal monitoring or evaluation of 13 contractors and has already identified some issues for remediation.

Mr. Fogarty commented on the Youth Committee Report stating that the Committee had recommended full Board approval of two contracts: Goodwill Keystone Area (Summer Youth Employment Program for Youth with Disabilities) and ResCare Workforce Services (Summer Youth Employment Program for the General Population). The Board approved the Committee's recommendation.

Ms. Skipper provided an update on the Berks County K-12 Career Pathways Framework. Several WDB members are on the Steering Committee.

The 5 Pathways are:

- *Arts and Communication*
- *Business Finance and Information Technology*
- *Engineering and Industrial Technology*
- *Human Services*
- *Science and Health*

The Vision: Berks County Career Pathways Alliance efforts expand every learner's engagement in and preparation for college, post-secondary training, and in-demand careers.

The Mission of the Berks County Career Pathways Alliance is to strengthen and expand collaboration among school districts, career and technical centers, postsecondary institutions, employers, workforce agencies, and other community stakeholders in order to create a countywide, self-sustaining framework that builds and supports rigorous career pathways for all learners, leverages and aligns resources, coordinates and expands communication among stakeholders, and supports regional workforce needs and strengthens our economy.

The framework handout identified goals geared to Pathways Awareness by the end of grade 5; Pathways Exploration and Planning by the end of grade 8 and Pathways Implementation/Application by high school students.

Board Members expressed enthusiasm about the program and the positive impact it will have on students' career decisions throughout their education. Mr. Tejada stressed the importance of summer jobs for students. Mr. Fogarty pointed out that the summer youth program

has been growing in impact every year. Ms. Columbo and Ms. Krott commented that more and more employers have been getting involved in the program as it ties more closely to Career Pathways in the WDB's priority industry sectors.

A \$94,000 State/Local Internship Program (SLIP) demonstration project funding grant from L & I for student internships will enable twenty 11th and 12th graders with chosen career pathways to work in positions paying \$10.15 per hour and up to 37.5 hours per week this summer. Recruitment has begun at the Reading School District and some other districts as well. Recruitment and placement of Career and Technology Center (CTC) students in their fields of interest will be a particular focus of SLIP.

Mr. Stevenson will take Board staffing of the Youth Committee from Mr. Moser. Mr. Stevenson will continue to staff the One-Stop Oversight Committee as well as the Training and Industry Partnership Committee.

The One-Stop Oversight Committee report was introduced by Mr. Fogarty. Ms. Gage-Linderman, Chair of the One Stop Oversight Committee and Vice-Chair of the Board, is on parental leave.

At its March 6, 2018 meeting, the Committee approved and recommended that the full Board approve the following:

- Final One-Stop Memorandum of Understanding (MOU) effective 7/1/17
- Revised Work-Based Training Policy effective 1/1/18
- Revised Individual Training Account (ITA) Policy effective 1/1/18

All members voted their approval.

Mr. Peers asked if the One Stop Operator contractor attends the One-Stop Oversight Committee meetings. Mr. Nichols replied that they do not. Mr. Rowley added that each Board Committee has the option to request input from contractors.

Ms. Adamczyk referred to the PA CareerLink® Berks County Administrator Report.

The website www.careerlinkberks.com is scheduled to go live in April. Content in English has been provided to the vendor and the EARN program staff is translating the content into Spanish. All one-stop partner organizations will be listed on the "About Us" page.

Through the one-stop partner meetings, a stronger relationship has been developed with Reading Area Community College's WIOA Title II Adult Literacy Programs. In January RACC began conducting TABE (Test for Adult Basic Education) sessions once a month at the PA CareerLink® Berks County office. Pending award of the new Title II grants by the PA Department of Education, RACC and the Literacy Council will conduct English as a Second Language (ESL) and Adult Basic Education (ABE) classes also at the PA CareerLink® office.

Due to the high numbers of UC claimants coming to the Berks County office and the problematic issues caused by those numbers, the WDB was able to negotiate for a second UC courtesy phone line that was installed in early March 2018 which has greatly reduced wait times

for UC claimants. Mr. Fogarty reported that a number of local legislators, particularly Rep. Ryan Mackenzie, were helpful in those negotiations.

The Reemployment Services and Eligibility Assessment (RESEA) program operated by Bureau of Workforce Partnership and Operations (BWPO) staff in PA CareerLink® offices should be rolled out in May 2018. RESEA targets UCX claimants (recently separated military) and other UC claimants most likely to exhaust UC benefits. Local state staff have begun training.

Many businesses have held recent recruitment events and interviews at the PA CareerLink® office, some returning multiple times. Mr. Harrop commented that CareerLink staff did an awesome job during the East Penn event in January which attracted 411 applicants. East Penn will return on March 28 for an additional recruitment.

The Spring Job Fair will be held on May 14 at the Crowne Plaza, Wyomissing beginning at noon.

A “By the Numbers” report (July 2017–January 2018) was included in the Board’s packets and commented on by Ms. Adamczyk. Notably, foot traffic during this period was 20,989 and 499 individual businesses were served.

Referring to the Berks County Committee on Increasing Opportunities for Individuals with Disabilities Report, Mr. McKeon said that planning is underway for an Employer Symposium to be held in September at Cabela’s. Ms. Judge said she is very excited about Abilities in Motion’s participation and partnership in the Symposium and introduced Mr. Corinne Dietrich from that organization. Mr. Fogarty has reached out to the current chair of the Diversity and Inclusion Committee of the local SHRM chapter for help in identifying appropriate panelists and discussion questions for the event.

Mr. Schlott introduced the Training and Industry Partnership Committee Report. The Committee had discussed the funding infrastructure to support incumbent worker training for high demand advanced manufacturing skills; the “Next Generation” Industry Partnership model for which the Greater Reading Chamber Alliance (GRCA) has been awarded a \$25,000 planning grant for which the WDB is fiscal agent; the second annual “What’s So Cool About Manufacturing” student video contest held on March 6 with approximately 1,000 attendees representing 29 schools; progress on the second annual Berks Regional Manufacturing Summit to be held on October 10, 2018 in RACC’s Miller Center for the Arts and Schmidt Training and Technical Center venues. Also discussed regarding the Berks Construction Industry Sector was the progress of the IBEW Local Union 743 Apprenticeship Expansion Grant which to date has funded the tuition and training materials for 61 apprentices.

Mr. Schlott commented that several publications including the *Wall Street Journal* have published articles focused on the different levels of Commercial Driver Licenses (CDL) and how these differences impact shortages of qualified CDL drivers. Berks Career & Technology Center and Berks Technical Institute offer six- to eight-week programs. Ms. Adamczyk added that up to \$6,000 per student can be expended for training and the test must be taken in English. Ms. Homolash inquired whether employers are willing to hire new graduates. Mr. Fogarty replied that in the past many employers required proven experience but given the shortages some employers are becoming more flexible if someone has received their license.

The COO report was introduced by Mr. Fogarty who commented on the PA Bureau of Unemployment Compensation (UC) Challenges; the Berks County Local Labor Market Update; and National and State Labor Market Trends. Mr. Fogarty reminded Board members to submit their 2017 Statements of Financial Interests to the WDB office prior to May 1, the deadline imposed by the State Ethics Commission.

There being no public comment, Ms. Judge adjourned the meeting at 9:00 a.m.

The next quarterly WDB meeting is scheduled for 7:30 a.m. on June 15, 2018.