



Workforce Solutions Staff Overview of Activities 2nd Quarter – October-December 2021

- 1) Auditors Young, Oakes, Brown & Company, P.C., Certified Public Accountants completed our annual financial audit for the year ending June 30, 2021. There were no findings. A report will be provided at the Workforce Development Board meeting on December 22, 2021.
- 2) Received notification of the ARC Inspire Grant in the amount of \$500,000. The PROSPER from Recovery to Career project proposed in this grant proposal will provide job seekers who are in recovery from Substance or Other Drug Use Disorders a sustainable plan for job re-entry or job enhancement. Liz Kishbaugh, CPA Regional Manager for U.S. Senator Bob Casey visited staff to learn more about the project as well as what we do as a whole for the region. A temporary part time position will be posted by the end of December for a Project Coordinator to lead the project.
- 3) Continue to launch the Metrix Learning - SkillUp PA project - information sessions were held on November 30 and December 6th with over 84 total in attendance. Metrix Learning is a comprehensive educational website that offers over 6000 courses, recognized industry certifications, and skill upgrades at no cost to participants. Partners in the project will be able to customize curriculum packages for employees and/or customers while tracking and reporting on individual progress.
- 4) Compiled information for several monitoring requests from the Bureau of Workforce Development Administration (BWDA) Oversight Services - the requests included: LWDB Membership Review and PY2021 LWDB Policies/Agreements and Service Delivery.
- 5) Received PY20 Monitoring Results from BWDA Oversight Services - there were some findings and concerns that were addressed and a corrective action plan was submitted. The monitoring results and corrective action plan is part of the December 16, 2021 CEO Meeting.
- 6) The Manufacturing Training to Careers Grant Internship Program for Manufacturing Careers continues to be implemented throughout the region. We now have 6 interns participating in the program. Grant funding enabled us to purchase a backpack full of items for the interns to utilize during their internship.
- 7) Work continues with JL Nick and Associates, Inc. on the comprehensive analysis of Workforce Solutions. Scott Nick met with all staff and has completed initial discussions. Position profiles are being revised along with a new agency organization chart. We hope to have the project completed by the end of January 2022.
- 8) Completed the procurement process for a one stop operator - recommendation will be made to the CEO at the December 16, 2021 meeting and to the full board at their December 22, 2021 meeting.
- 9) What's So Cool About Manufacturing Video Contest for the entire region is being implemented- 7 Schools and Manufacturing Companies are participating. The Awards Ceremony will be held on March 22, 2022 at the St. Marys Area High School.

10) Various Business and Education Partnership activities including: The following activities took place in Clearfield and Jefferson Counties. The Community Education Centers for Elk, Cameron, McKean and Potter are providing similar programs in the remaining counties.

Examples of activities: Updating the Carl the Career Bear website to include a company activities page and new look of home page for a full K-12 integration, virtual connections with a variety of schools for resume writing and other soft skills training including communication and team building, submitted grant proposals for at least 2 Nuts, Bolts and Thingamajigs Manufacturing Camps for middle to high school students.

11). Next Gen Industry Partnership meetings for Manufacturing and Healthcare & Social Assistance convened and prompted a few action items. One priority from manufacturing employers was a request to hold a meeting of educational providers who are able to offer advanced machining training opportunities. A meeting with providers to follow in 2022. A Supply Chain seminar was held on October 5th for MFG employers to discuss the current supply chain crisis. 10 employers attended. Regarding Healthcare and Social Assistance; the priority at the November 2021 meeting was to follow up on the vaccine mandate and the impact on the north central region.

12) Co-op/Work Experience reimbursement via Next Gen funding: Currently there are 10 companies who have requested reimbursement funding for students who are in the Co-Op program. The reimbursements are evenly distributed across the partnerships- three for Construction, five for Manufacturing and three for Healthcare/Social Assistance. One healthcare employer has six students employed. A total of 18 students are currently being supported by this program.

13). OJT and Participant file monitoring was completed and a report was submitted to EQUUS Workforce Solutions (Title I Subcontractor) requesting a corrective action plan. Some of the concerns were related to the lack of detail in participant file casenotes on their Individual Employment Plans.

14). Staff participated in several webinars and virtual conferences including: Integrated Learning Conference (ILC), National Workforce Development Board (NAWB) WIOA Reauthorization Roundtable, Trends in Economic Development-Connections 2021, Occupational Advisory Council (OAC) Meetings at Career and Technical Centers throughout the region.

15) Participated in Labor Market Information information/training sessions with the Center for Workforce Information and Analysis (CWIA) and JobsEQ.

16) Revised CEO agreement, partnership agreement and fiscal agent agreement to reflect signatory changes at Workforce Solutions.

17) Participated in several meeting regarding the EARN program redesign.

18) Coordinated meeting with PA CareerLink centers and rapid re-housing programs to ensure collaboration.

19) Prepared and submitted the follow grant proposals: PA SMART Next Gen Industry Partnership for Manufacturing and Healthcare/Social Assistance and PA SMART Registered Apprenticeship Ambassador Network Development.

20) Met with Mary and Ferrari to continue the work to redesign the Workforce Solutions website.

