



Workforce Solutions Staff Overview of Activities 3rd Quarter - January - March 2022

1. Strategic Planning and Project Manager position was filled and Donna Hottel started this position with Workforce Solutions on February 7, 2022. Donna brings with her 29 years' experience at North Central PA Regional Planning and Development Commission in both workforce and economic development programs plus 2 years' experience at the McKean County PA CareerLink®. She has been diving into the plan, policies, procurement, monitoring, grant review, and youth programs information.
2. The PA SIX Website is being enhanced by Mary and Ferrari, the agency that built the website. A housing section has been added, providing a links to all realtors in the region. Mary and Ferrari are also designing posts for various social media outlets and assisting with Search Engine Optimization (SEO).
3. The Organizational Analysis, Position Profile revisions and Salary Scale work is nearly completed by JL Nick and Associates, Inc.
4. State presented at several events during this quarter include the Community and Economic Development System (CEDS) meeting, the first ARC Roadshow, Metrix Learning Presentations for schools and employers, Women Empowering Women event.
5. Metrix Learning - SkillUP® Portal - Our list of employers participating in SkillUp® Metrix Learning is growing. We have thirteen employers that have already participated in the training, and additional employers that have requested a demonstration and/or are in the process of naming administrators. In addition, we have a number of high schools that are in the process of incorporating SkillUp® Metrix Learning into their curriculum, as part of Career Readiness.
6. Industry Partnership Meetings convened on January 17th for Building and Construction, and February 17th for Manufacturing/Building and Construction, and February 18th for Healthcare/Social Assistance - Employer participation is increasing.
 - 36 Co-Op Agreements have been developed for area employers - 17 students placed in Healthcare and Social Assistance positions, 16 placed in Manufacturing positions and 4 students placed in Building and/or Construction Trade positions. We are starting to hear from employers stating they are offering these students full time employment upon high school graduation!
 - Industry Partnership funding is also being utilized to support training for companies and their incumbent workforce based on identified needs include Die Setter Training, CNC Lathe, BluePrint Reading, etc.
7. ARC INSPIRE Grant - PROSPER -Information sessions have been held with PA CareerLink partner staff, Industry Partnership members and support team members throughout this quarter. The membership of the Advisory Committee Meeting is increasing and is meeting monthly. Alcohol and Drug Abuse Service agencies and PA CareerLink staff are proving to be strong committed partners! Outcomes accomplished to date:
 - Certified Recovery Specialist Training Dates Scheduled - 9:00 - 4:00 p.m. Saturdays August 6 - October 15, 2022
 - Press Release sent to area media outlets - February 10, 2022

8. Staff implemented a focus group for the Pennsylvania State Manufacturing Advisory Council on January 13th with 13 Manufacturing Companies participating. The Council held several focus groups throughout the Commonwealth and will be putting together a white paper to inform the next Governor.
9. Staff have been working with PA CareerLink® Site Administrators to complete the property acquisition process based on an award of funds to Workforce Solutions to procure for and purchase furniture and computer upgrades in our PA CareerLink® centers.
10. The 5th Annual What's So Cool about Manufacturing Video Contest is wrapping up with the Awards Ceremony to be held at the St. Marys Area High School on March 22, 2022. This year 7 teams participated.
11. Work on the Dream Team for Clearfield and Jefferson County (Currently 2 members onboard complete) Still in recruiting phase.
12. Many upcoming Career Fairs, Financial Reality Fairs and Summer Industry related camps are being planning throughout the region for high school student. All of these events involve employers and hands on activities.
13. All our Board policies were reviewed and edited for contact information and all policies were also edited to a similar format. No content was changed. The revised policies were uploaded to our website. We continue to review our policies to align to any changes in activities / state policy / training and employment guidance letters.
14. Staff are focusing on increased state attention to our monitoring processes. The monitoring team (staff) has been refining monitoring tools for various programs along with creating new tools. Currently, participant files, OJTs, and the Operator are being monitored.
15. Board staff recently met with EARN staff in a productive session to explore ways to better serve EARN customers. This will be an ongoing effort to develop better outreach and ensure that the services being offered meet the needs of the participants with a focus on barrier elimination.
16. In response to our WIOA Local Area Plan Reviewer's Master Feedback document, changes are currently being made to our Local Plan. Updates include areas such as Apprenticeships, Organizational Chart, the Operator Role, etc. as needed.
17. Staff attended the PA WDA Youth Summit, March 2nd and 3rd. It was a two (half day) virtual event providing keynotes on youth policy and breakouts on being an ally for the LGBTQ+ and Support to Reentry and Adjudicated Youth, labor market information from the Center for Workforce Information and Analysis (CWIA), Creating Job Ready Youth with TANF and WIOA Integration, Tracking Stigmas and Perceptions of Mental Health Issues in Youth, and promising practices as we emerge from the Pandemic.
18. Staff participated in the Women Empowering Women event sponsored by the CEC at the Red Fern on March 8 for International Women's Day.
19. Staff attended labor market webinars to JobsEQ to learn about new tools and resources available.
20. We have approved 25 internships for the DCED Manufacturing Training to Careers Internship Program of the 50 available. These internships include material, process and manufacturing engineer interns, quality controls interns, occupational environmental health and safety interns, manufacturing IT Interns and maintenance interns. The average wage the interns are being paid is \$15.00.