

**SOUTHERN ALLEGHENIES  
WORKFORCE DEVELOPMENT BOARD (SAWDB)**

**SAWDB EXECUTIVE COMMITTEE MEETING**

**October 8, 2024**

**10:00 AM**

**Southern Alleghenies Planning and Development Commission, also available via Zoom Meeting Platform  
Altoona, PA**

**AGENDA**

<b><u>TOPIC</u></b>	<b><u>NAME</u></b>
Welcome and Introductions	Cory Sisto, SAWDB Chair
Approval of Minutes from 9-10-2024*	Cory Sisto
Director's Report <ul style="list-style-type: none"><li>• Red/Green Report</li><li>• L&amp;I Secretary Visit</li><li>• Emerging Workforce</li></ul>	Jennifer Sklodowski, SAWDB Director
Skill Up Southern Alleghenies	Jill Brubaker Reigh, Employer Services/Special Initiatives
One-Stop Operator Report	Bradley Burger, Lead OSO Representative
Commonwealth Update	Keith Baker, Assistant Regional Director, BWPO
Other Business	All
Adjournment	

**\*Requires Formal Action**

**SOUTHERN ALLEGHENIES WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE MEETING  
Tuesday, September 10, 2024  
Southern Alleghenies Planning and Development Commission, also available via Zoom  
Meeting Platform  
Altoona, Pennsylvania**

**ACTION SUMMARY**

Following are the major actions taken by the SAWDB Executive Committee at its regular meeting held on September 10, 2024, via the Zoom meeting platform.

1. Approve the minutes of the SAWDB Executive Committee meeting held on July 9, 2024, as presented.
2. Approval of PY'24 Local Performance Goals

**SOUTHERN ALLEGHENIES WORKFORCE DEVELOPMENT BOARD  
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**Tuesday, September 10, 2024,**

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**Members Participating**

Brock Kull	Manpower
Cory Sisto	IFC Services
Craig Shield	OVR
Jesper Nielson	Croyle-Nielsen Therapeutic Associates
Julia Brulia	Holiday Inn
Keith Baker	BWPO
Rosalie Danchanko	Highland

**Non-Members**

Amy Kimmel	Tableland Services
Barb Covert	E & T
Daniel Hornbake	BWDA Oversight Representative
Gwen Fisher	Goodwill
Heather Saly	BWPO
Judy Lutz	E & T
Linda Straka	Career Planner for Somerset County
Rebecca Lowery	IFS Services
Robert Forcey	Vision Together 2025
Lisa Phillips	Tableland Services
Sarah Helman	Goodwill
Steven Howsare	SAP&DC
Jen Sklodowski	SAP&DC
Jill Reigh	SAP&DC
Jim Walker	SAP&DC
Tim Baranik	SAP&DC
Carrie Fisher	SAP&DC

**Call to Order**

SAWDB Chair, Mr. Cory Sisto, called the meeting of the Southern Alleghenies Workforce Development Board Executive Committee to order at 10:00 a.m. The meeting was open to the public and available virtually using Zoom.

**Approval of Minutes from July 9, 2024**

Mr. Cory Sisto asked for a motion for approval of minutes from the July 9, 2024, Executive Committee meeting. There were no questions, concerns, or discussions regarding the minutes.

Mr. Brock Kull entered a motion to approve the July 9, 2024 SAWDB meeting minutes as presented. Mr. Keith Baker seconded the motion. The motion was carried.

### **Presentation – Vision Together 2025**

Mr. Cory Sisto introduces Mr. Robert Forcey the Executive Director of Vision Together 2025 which is a nonprofit organization out of Johnstown PA. Vision Together started a project two years ago after meeting with the Pittsburgh Promise, called the Johnstown Vision. While doing research, one of the qualifications for the Pittsburgh Promise, the participant would have to qualify for the Federal PELL Grant which is an indicator of economic status. In Johnstown 97% of the youth in Johnstown High School are below the poverty level, a classroom of 140-160 students 97% of them are under the poverty line. Graduating classes have 30-40 students moving on to post-secondary education, which eight out of 140 students are taking advantage of the PELL Grant.

School Districts in Pennsylvania monitor students who receive free and reduced lunches through the state, which 95% of those who receive free lunches qualify for the PELL Grant. The PELL Grant offers \$5K which is enough to cover tuition for JACTC and Penn Highlands College.

Mr. Frocey shared the need for guidance counselors and coaches speaking to parents and students starting in the 9<sup>th</sup> grade with untapped potential due to 86% of parents not knowing the college process and parents not knowing that 50% of Johnstown's population is eligible for the PELL Grant. Starting at the school with administrators is key to advocate for the program. Mr. Forcey suggested sending coaches into schools each week to meet with parents and students to discuss academic and technical training.

Mr. Cory Sisto asked if there is a willingness from the school districts.

Mr. Forcey said the districts are willing, but the guidance counselors do not have the time to make connections with industry leaders.

Ms. Rosalie Danchanko spoke of taking a village to raise children and needing to plan with existing agencies into schools and speaking to students at an earlier age.

Mr. Jesper Nielson spoke of closing the gap between education.

Mr. Forcey asked for any feedback about how to spread awareness of the program.

### **Director's Report** Red/Green Report

Ms. Jennifer Sklodowski referred to the Red/Green Report and noted that invoices are due on September 12, 2024. All expenditures have been met by providers. Quarterly expenditure rates are measured against 80% expenditure requirement.

Ms. Sklodowski referred to page 2 of the Red/Green report and stated that it tracks expenditure rates as measured against the 20% and 75% WIOA expenditure requirements. Expenditures will be more accurate when the invoices are input.

## **PY'24 Local Performance Goals**

The summary of the accepted WIOA performance is as follows.

### **PY'24**

- **Adult**
  - Employment Second Quarter after Exit 71%
  - Employment Fourth Quarter after Exit 70%
  - Median Earnings Second Quarter after Exit \$6,500
  - Credential Attainment Rate 80%
  - Measurable Skill Gains 76%
- **Dislocated Workers**
  - Employment Second Quarter after Exit 81%
  - Employment Fourth Quarter after Exit 82%
  - Median Earnings Second Quarter after Exit \$9,00
  - Credential Attainment Rate 75%
  - Measurable Skill Gains 86%
- **Youth**
  - Employment Second Quarter after Exit 74%
  - Employment Fourth Quarter after Exit 97%
  - Median Earnings Second Quarter after Exit \$3,750
  - Credential Attainment Rate 54%
  - Measurable Skill Gains 64%

### **PY'25**

- **Adult**
  - Employment Second Quarter after Exit 72%
  - Employment Fourth Quarter after Exit 71%
  - Median Earnings Second Quarter after Exit \$6,750
  - Credential Attainment Rate 81%
  - Measurable Skill Gains 77%
- **Dislocated Workers**
  - Employment Second Quarter after Exit 82%
  - Employment Fourth Quarter after Exit 80%
  - Median Earnings Second Quarter after Exit \$9,500
  - Credential Attainment Rate 75%
  - Measurable Skill Gains 87%
- **Youth**
  - Employment Second Quarter after Exit 75%
  - Employment Fourth Quarter after Exit 68%
  - Median Earnings Second Quarter after Exit \$4,000
  - Credential Attainment Rate \$
  - Measurable Skill Gains 65%

The PY24 Local Performance Goals were finalized and approved by the state.

Mr. Jesper Nielson made a motion to approve the PY24 Local Performance Goals. Mr. Keith Baker seconded the motion. The motion carried.

### **HPO Listings**

Mr. Jim Walker Systems Operator Specialist spoke of the high priority occupations for the Southern Alleghenies workforce development area. Mr. Walker stated there is a connection to high priority occupations, talking about the future of career planning, schools and the school curriculum and what kind of curriculum will be designed for the workforce and the future of workforce.

What are High Priority Occupations?

- HPOS are jobs that are in demand by employers
- Have the skills needed to provide family sustaining wages.
- Occupations that require trainings and at least a 4-year college degree
- HPO's are identified using the Standard Occupational Classification System
- Local HPOs identified via a two-step process developed by the State Center for Workforce Information and Analysis.

What is the Purpose of HPOs?

- Targets Limited Education and Training Resources for Federal, State and Local Training Dollars
- Targets capital investment and resources for Community Colleges and CTCs
- Created using Federal, State and Local Labor Market Data and US DOL projections.

Criteria to identify high priority occupations include.

- Annual Demand based upon Employment Projections
- Job Quality/Provision of Self-Sustaining wage = \$42,004 Annual for SA Region
- Occupational Workforce Shortages.

Occupations are added or removed from the HPO list when

- Significant investment that leads to demand for skilled workforce or new skill sets.
- Evidence workforce development would improve wage or work environment or promote career advancement and career opportunities.
- Targeted Economic Development and other financial investments
- Occupations that are not good investment of funds or do not meet economic development and quality of life goals.
- The identification of new and emerging in demand occupations or targeted for Workforce Development.

Stakeholder involvement and HPO petition process

- Local Workforce Development Boards
  - Employer Demand
  - Career Pathway
  - Local Collaboration
-

- Each petition is scored in four categories
  - Opening
  - Wages
  - Employer letters
  - Documentation with maximum score of 40 points per petition
- Occupations added to the HPO using this method will appear on the relevant HPO list for three years.
- Local Educational Institutions (K-12 and Higher)
- Economic Development Organizations
- Petitioning Organizations must provide documentation to the LWDB that wage thresholds and job opening criteria are met.

#### Summary PY24 HPO list for the Southern Alleghenies Region

- 90 Occupations are included on the HPO list for the region
- 8 Occupations added
- 11 Occupations removed
- \$42,004 Wage of Self Sufficiency for the SAWDA = 200% of Poverty Guidelines for a family of 2 (One Adult and One Child)
- 7 Number of Openings for Occupations petitioned for the HPP from the SAWDA

Mr. Walker stated the investing in education, training programs and registered apprenticeship opportunities for these high-priority occupations not only helps address the skills gap but also creates pathways for residents of the SAWDA to secure stable and rewarding careers. As key stakeholders in workforce development collaboration is essential to adapt to changing market demands and foster sustainable economic growth for the Southern Alleghenies region.

#### **One-Stop Operator Report**

Mr. Brad Burger spoke of the Grand Opening for Bedford Career link, and how wonderful of a job Ms. Gwen Fisher did.

Mr. Burger spoke of Career Link® awareness day; the Blair County Career Link had an Agency Fair in Altoona.

Ms. Barb Covert spoke of the Resource Fair with 13 community providers, and a Veterans fair with 8 community providers.

#### **Commonwealth Update**

Mr. Keith Baker spoke of the Opioid Summit at Penn Harris hotel in Camphill, which is construction focused with a group of employers on a panel which will talk about what makes the employers a recovery employer. Which was held on September 11<sup>th</sup> at 9AM.

Coming up is an Echo Opioid Grant Series, the title of the series is called “Shatter the Stigma” That is happening from September 10<sup>th</sup> and runs through December 17<sup>th</sup> on Tuesdays from 8-9AM. There will be a second series happening on February 11<sup>th</sup> and runs through May 20<sup>th</sup>.

Mr. Baker applauded Fulton County on the Chamber Luncheon that was held on August 21<sup>st</sup>. They awarded certifications of appreciation to employers who host summer youth. He applauded Fulton County for the amazing presentation.

On August 30<sup>th</sup> there was a Resource fair held at Cambria County Career Link®, which Mr. Baker was impressed on how it was set up and the activities that were held. Mr. Baker spoke of how incredible the activities were.

September 6<sup>th</sup> at the Somerset Career Link® there was a job fair held which Mr. Baker spoke to Fredrick Lock Key Martin who was looking for an apprenticeship to which Mr. Baker offered his services for.

### **Other Business**

Mr. Cory Sisto spoke to Ms. Sklodowski about scheduling the work group meeting regarding the AI policy.

### **Adjournment**

There being no further business, the meeting was adjourned at 12:10 p.m.

*A motion was made by Mr. Jesper Nielson to adjourn the meeting. Mr. Keith Baker seconded the motion.*

The next meeting of the Southern Alleghenies Workforce Development Board Executive Committee will be held on **Tuesday, October 8, 2024, 10:00 a.m.**





PY23 TITLE I PROVIDER QUARTERLY EXPENDITURE RATES  
AS MEASURED AGAINST 20% & 75% WIOA EXPENDITURE REQUIREMENTS

ON TARGET

SHORTFALL

Month/Intrm	WIOA YTH - Work Exp. (20%)	WIOA YTH - OSY (75%)
Goodwill	\$ 9,333	\$ 31,250
E&T	\$ 4,652	\$ 17,069
Tableland	\$ 5,475	\$ 20,532
Fund Total	\$ 18,360	\$ 68,851

Quarter/Intrm	WIOA YTH - Work Exp. (20%)	WIOA YTH - OSY (75%)
Goodwill	\$ 25,000	\$ 93,750
E&T	\$ 13,655	\$ 51,206
Tableland	\$ 16,425	\$ 61,585
Fund Total	\$ 55,080	\$ 206,551

Provider/Fund	WIOA Youth Budget	Exp July	Exp Aug	Exp Sept	QTR Target	Exp Oct	Exp Nov	Exp Dec	QTR Target	Exp Jan	Exp Feb	Exp March	QTR Target	Exp Apr	Exp May	Exp June	YTD Available	20% Target	75% Target	% of Budget Spent	% of Goal Spent	
WIOA YTH - Work Exp																						
Goodwill	\$ 500,000	14,004	15,353	-	YES	-	-	-	NO	-	-	-	NO	-	-	-	\$ 29,357	\$ 470,643	\$ 100,000	5.81%	29.36%	
E&T, Inc	\$ 273,098	9,949	11,278	-	YES	-	-	-	NO	-	-	-	NO	-	-	-	\$ 21,227	\$ 251,871	\$ 54,620	7.77%	36.86%	
Tableland	\$ 328,505	5,427	9,160	-	NO	-	-	-	NO	-	-	-	NO	-	-	-	\$ 14,587	\$ 313,918	\$ 65,701	4.44%	22.20%	
Total WIOA Youth	\$ 1,101,603	\$ 29,383	\$ 35,791	\$ -	YES	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	\$ 95,744	\$ 1,098,432	\$ 220,321	5.62%	27.12%	

Provider/Fund	WIOA Youth Budget	Exp July	Exp Aug	Exp Sept	QTR Target	Exp Oct	Exp Nov	Exp Dec	QTR Target	Exp Jan	Exp Feb	Exp March	QTR Target	Exp Apr	Exp May	Exp June	YTD Available	20% Target	75% Target	% of Budget Spent	% of Goal Spent	
WIOA YTH - OSY																						
Goodwill	\$ 500,000	49,252	49,486	-	NO	-	-	-	NO	-	-	-	NO	-	-	-	\$ 92,739	\$ 407,262	\$ 375,000	18.55%	24.73%	
E&T, Inc	\$ 273,098	19,460	17,053	-	NO	-	-	-	NO	-	-	-	NO	-	-	-	\$ 36,513	\$ 236,565	\$ 204,824	13.37%	17.83%	
Tableland	\$ 328,505	24,750	30,243	-	NO	-	-	-	NO	-	-	-	NO	-	-	-	\$ 54,993	\$ 273,512	\$ 245,379	16.74%	22.82%	
Total WIOA Youth	\$ 1,101,603	\$ 87,462	\$ 96,762	\$ -	NO	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	\$ 184,244	\$ 917,359	\$ 825,202	16.73%	22.30%	