

SOUTHERN ALLEGHENIES WORKFORCE
DEVELOPMENT BOARD
MEETING
February 11, 2025
Hampton Inn, Altoona, also via Zoom

AGENDA

9:00 AM	Welcome and Call to Order New Members: <ul style="list-style-type: none">• Dave Grimaldi – JARI• Josh Hauser – VCI• Patrick McCann – Lockheed Martin	Cory Sisto, Chair
	Approval of Consent Agenda Items <ul style="list-style-type: none">• Minutes from November 12, 2024*	Cory Sisto
	Executive Committee Actions* <ul style="list-style-type: none">• December 10, 2024• January 14, 2025	
	Staff Report	
	Director's Report <ul style="list-style-type: none">• Review of Budget• Red/Green Report• Request for Support*<ul style="list-style-type: none">○ Somerset County Job Fair• Annual Report and Local Plan Updates	Jennifer Sklodowski, SAWDB Director
	Review of Young Adult Council Activities	Sharon Clapper, Council Chair
	Registered Apprenticeship Update	Jill Brubaker Reigh, SAWDB Staff
	One-Stop Operator Report	Bradley Burger, Lead OSO Representative
	Other Business	SAWDB Members
	Public Comment	Audience
	Adjournment*	Cory Sisto

**SOUTHERN ALLEGHENIES
WORKFORCE DEVELOPMENT BOARD
Quarterly Meeting
November 12, 2024
Hampton Inn, Altoona Held via Zoom Meeting Platform**

MEETING MINUTES

Members in Attendance

Bob Kutz	BBCLC
Brock Kull	Manpower
Cory Sisto	IFC
Craig Schield	OVR
Dave Carey	AFSCME Council 83
Jesper Nielson	Croyle-Nielsen T.A.
Julia Brulia	Gateway Travel Plaza
Keith Baker	BWPO
Ron Aldom	Somerset County Chamber
Sharon Clapper	Clapper's Industries
Tina Swineford	AASD
Wade Baumgartner	Regional Council of Carpenters 423
Wendy Melius	CCA

Non-Members in Attendance

Amy Howarth	Goodwill
Barb Covert	E & T
Brad Burger	Goodwill of the Southern Alleghenies
Carol Allenbaugh	HCCADC
David Gimaldi	JARI
Debbie Ankney	Tableland Services
Diane Schlosser	Goodwill
Gwenn Fisher	PA CareerLink® Blair
Judyann Ehrenfeld	BWPO Cambria CareerLink®
Heather Saly	PA CareerLink® Cambria County
Loretta Lininger	PSU
Sarah Helman	Goodwill of the Southern Alleghenies
Steve Mcknight	ABCD Corp
Steve Howsare	SAP&DC
Jennifer Sklodowski	SAP&DC
Tim Baranik	SAP&DC
Jim Walker	SAP&DC
Jill Reigh	SAP&DC
Carrie Fisher	SAP&DC

CALL TO ORDER

Mr. Cory Sisto called the meeting of the Southern Alleghenies Workforce Development Board (SAWDB) to order at 9:00 a.m. and welcomed those in attendance.

APPROVAL OF MINUTES FROM AUGUST 20, 2024, MEETING

Mr. Cory Sisto asked for a motion to approve the minutes from the August 20, 2024, SAWDB meeting. There were no other questions, concerns, or discussions regarding the minutes.

Mr. Dave Carey entered a motion to approve the August 20, 2024, SAWDB meeting minutes as presented. Ms. Sharon Clapper seconded the motion. The motion was carried.

EXECUTIVE COMMITTEE ACTIONS

The Executive Committee Actions from the September 10, 2024, and the October 8, 2024, meetings were included in the packet.

Mr. Dave Carey entered the motion to approve the September 10, 2024, and the October 8, 2024, Executive Committee Actions. Ms. Sharon Clapper seconded the motion. The motion was carried.

STAFF RECOGNITION

Ms. Jennifer Sklodowski shared her appreciation for Mr. Jesper Nielson for his invaluable guidance and support during his tenor as board chair. His leadership has left a lasting impact on the board, and her personally. Ms. Sklodowski shared she appreciated his patience and kindness he showed to her as she navigated her position.

Mr. Nielson received his gift and thanked the board. He shared he enjoyed the position and appreciated the board.

Mr. Cory Sisto echoed Ms. Sklodowski and shared his appreciation for Mr. Nielson and that he has appreciated his time getting to know Mr. Nielson, his dedication to the board and his insight.

DIRECTOR'S REPORT

Red/Green Report

Ms. Jennifer Sklodowski referred to page one of the Red/Green Report which reflects the 80% expenditure rates for 3 months PY'24. Overall quarter targets have been met and is too early on to make assumptions concerning the 80%. There has been a strong beginning, and she hopes to continue to move in the right direction.

Ms. Jennifer Sklodowski reviewed the second page of the Red/Green Report and stated that it reflects PY '24 quarterly expenditure rates as measured against the 20% and the 75% expenditure requirements. Both Youth Work Experience and OOSY are heading in the right direction to meet the target.

PY'24 BUDGET

Ms. Jennifer Sklodowski referred to the PY'24 Budget which was approved at the prior meeting, remaining in a stable position with the amount \$6,541,623. Ms. Sklodowski shared she will monitor the reports closely and may ask for approval of funds to be moved. The funds from BEP7 need used before proceeding to the funds of BEP8.

SECRETARY VISIT

Ms. Jennifer Sklodowski spoke of the visit by the Secretary of Labor and Industry Ms. Nancy Walker. The visit to Blair County on October 5th was a valuable opportunity. Ms. Walker attended the Blair County Job Fair and engaged with job seekers and employers. Her insight and discussion with the board reinforced the importance of collaborations between state businesses and local businesses. Ms. Sklodowski spoke of Ms. Walker's commitment being impressive. Ms. Sklodowski also thanked Ms. Qwen Fisher for organizing the visit, and included the letter Ms. Fisher received from Secretary Walker.

Mr. Craig Shield shared he has been with the State Government since 2006, and that Ms. Walker was the first secretary that he has witnessed being involved in the community. He suggested writing a letter of thank you to Ms. Walker from the board.

RECOGNITION OF CRAIG SHIELD

Ms. Sklodowski recognized Mr. Craig Shield, and how she feels it is important to recognize the work of the board members. OVR sent out an email highlighting Mr. Shields personal story. OVR originally sent the email in recognition of National Disability Employment awareness month, highlighting Mr. Shields story is part of OVR's message to their staff. Ms. Sklodowski shared the story in the packet and thanked Mr. Shield for all that he has done for the Workforce board.

Mr. Craig Shield thanked the board and thinks it is important to bring all of the boards expertise to the table. Whether we agree with the election results or what is happening, we are here together to support the community. He spoke of the uniqueness of the board and the collaboration the board shares.

APPROVAL OF 2025 CALENDAR

Mr. Cory Sisto asked for a motion to approve the 2025 calendar as submitted.

Mr. Jesper Nielson entered a motion to approve the 2025 calendar as submitted. Mr. Craig Shieled seconded the motion. The motion carried with unanimous approval/

YOUNG ADULT MEETING ACTIONS

Ms. Sharon Clapper on November 6th the Young Adult Council held a meeting with Ms. Misty Hershey as the guest speaker who is the public relations director at Fulton County Medical Center. Ms. Clapper commented about the strong partnerships within our region. Partners are involved in workforce education, active in the school systems, bringing students into the medical centers and showing the students the array of careers within the medical centers. Ms. Hershey bring students from the middle schools into the medical center at the time where students are starting to think

about their own career goals, and what track they plan on taking. Ms. Clapper shared Lockheed Martin was in attendance

OTHER BUSINESS

Ms. Sharon Clapper wanted to announce on September 25th the Somerset County Chamber of Commerce is hosting a NEGS event from 8AM-9:30AM. There will be three presentations which will be called "Moving the Needle". The first presentation will be from Brad Burger and his presentation will be titled Challenges and Solutions. The next presentation will be from Aaron Thomas and Deb Hoover and they will be talking about the various employer services and the BEP career activities. The third presentation will be from Karen Remmick and its titled Progressive Programming. The flyer will go out to all the chamber members and superintendents, employer community and various workforce partners. Will be talking about the vision of the program and the array of services provided.

PUBLIC COMMENT

None

NEXT SAWDB MEETING

The next meeting of the Southern Alleghenies Workforce Development Board is scheduled for November 12, 2024 at 9AM.

ADJOURNMENT

Ms. Sharon Clapper made a motion to adjourn. Mr. Ron Aldom seconded the motion. The meeting was adjourned at 9:45 a.m.

**SOUTHERN ALLEGHENIES WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING
Tuesday, December 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 December 10, 2024, via the Zoom meeting platform.

1. Approve the minutes of the SAWDB Executive Committee meeting held on October 8, 2024, as presented.
2. Approval of the New Board AI policy.

**SOUTHERN ALLEGHENIES WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING**

Tuesday, December 10, 2024,

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

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	Highlands Health
Sharon Clapper	Clapper Industries
Wendy Melius	CCA

Non-Members

Amy Horwath	Goodwill
Amy Kimmel	Tableland Services
Barb Covert	E & T
Brad Burger	Goodwill
Gwen Fisher	Goodwill
Debbie Ankney	Tableland Services
Judy Lutz	E & T
Heather Saly	PACL Cambria/Somerset
Lisa Phillips	Tableland Services
Rebecca Lowery	IFS Services
Sarah Helman	Goodwill
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 October 8, 2024

Mr. Cory Sisto asked for a motion for approval of minutes from October 8, 2024, Executive Committee meeting. There were no questions, concerns, or discussions regarding the minutes.

Mr. Jesper Nielson entered a motion to approve the October 8, 2024 SAWDB meeting minutes as presented. Ms. Sharon Clapper seconded the motion. The motion was carried.

Director's Report

Red/Green Report

Mr. Jim Walker referred to the Red/Green Report and noted that to date we are approaching the midway point to which expenditures should be at 50% of the 80%. The invoices have not been processed for the month of December. January is a pivotal time for having a better picture. We're still in the early stages but remain in a good position. Quarterly expenditure rates are measured against 80% expenditure requirement.

Mr. Walker 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.

Mr. Walker spoke of the reauthorization of WIOA. There has been an agreement reached through the House and the Senate. It will be referred to as The Stronger Workforce for America act. This has not been put into legislation but has been agreed to by the House and the Senate. He wanted to give an overview of the authorization that could be happening. There will be a lot more prescription in the new law related to percentages and how funds are used. There are certain parameters that must be met related to expenditures, like 80% of our total allocation, and 20% must be used towards work experience and 70% towards Youth. In the new proposal there are additional mandates which mandates that 42% of the total regions allocation must be allocated and leveraged to meet training services. Training services are defined as Occupational Skills, On the Job training, Apprenticeships, Pre apprenticeships as well as incumbent worker. In addition there are some shifts to authority from Washington to the state. The governors discretion has increased considerably. 10% of the states allocation for WIOA must be supported at the state level through Critical Industry Skill fund or Industry Set to Partnership and Career Pathways to Development Fund which is at the discretion of the Governor. Another area of knowledge is the reauthorization requires the Governors to execute a review of an existing local workforce development areas every three years, after the 3rd program year.

Mr. Walker spoke of the 40% of the Youth funding must be allocated to work experience also 12% is to be used for apprenticeship and apprenticeship programs for Youth.

In general, many of the requirements of the ACT will come into effect July 1, 2025 if the legislation is passed. However, the legislation provides for what is known as an orderly transition which essential means there will be a year deferred until July 1, 2026 for full implementation.

Some other notes about the law that is being proposed is there will be greater flexibility for local coordination and alignment around services, especially around the use and maintenance around the One Stops.

Opportunity for Youth will replace Out of School Youth, the funding cap will go from 75% to 70% which will allow greater flexibility for individual training accounts.

Mr. Walker said that Ms. Sklodowski will be reaching out to the Board to hear their concerns and get suggestions.

ITA Policy Review

Mr. Cory Sisto spoke of Ms. Tina Swineford and wanted to take a look at the outline of the goals and policies before the ITA Policy is presented to the board.

Mr. Walker stated there are 30 Workforce Policies in the region. The comprehensive regional plan of all 23 of the current workforce areas must have a local plan approved by the state every four years. In the plan as an attachment will be all of the local policies for PY'25 that must be approved by the board. Ms. Swineford requested an overlook of the expenditures for training. There are CAPS that are listed with terms and conditions, when compared to other regions it is quite liberal and generous.

The proposal of revised CAPS are:

1. Programs less than (1) year in length = \$5500
2. Programs One (1) year up to two years in length = \$7000

This would raise the cost of training from \$4500 to \$5500, and \$6000 to \$7000.

The majority sector that training dollars were spent on is CDL training. Over the last two program years there were 62 participants, of the 62, 19 were for CDL training. There are 38 CDL programs which cost between \$5K - \$7K. On average, it cost \$6,800 for CDL training across the state. Trainees were sent outside of our region for CDL training, 15 or the 19 CDL trainees were sent out of our region.

Mr. Walker spoke of the testing for the ITA, anyone who is qualified for ITA must go through basic skill assessment using the Testing of Adult Education. Exemptions from the TAE will be approved on a case-by-case basis.

Ms. Barbara Covert asked what the exemptions would be.

Ms. Walker said post-secondary education experience, advanced degrees, work experience, and others. Which is subjective.

Ms. Covert spoke of CNA and CDL careers do not require a high school diploma, which has caused participants to not continue with the ITA because of the testing.

Mr. Walker shared the board should consider putting a policy to where the occupations that do not require a diploma should be exempt.

Mr. Jesper Nielson shared that there shouldn't be a blanket requirement and take into consideration what the requirements are. With the shrinking of the workforce the board should work on drilling down the needs to different positions.

Mr. Cory Sisto asked if there is a comfort level of the provider to submit a request for the requirement to be waved.

Mr. Brad Burger there a step in between that is not the industry standards, the TAE was implemented to make sure the reading requirements are meant.

Mr. Judy Lutz shared that the reading level requirements aren't an issue, but math is where the issues lie.

Mr. Jesper Nielson mentioned that since certain providers do not require a high school diploma, is there a way to combine ONET with specifics provided by specific industry standards to ensure the highest level of skill required is met.

Mr. Judy Lutz shared the TAE should still be given to show they have reading proficiency. But if there isn't a requirement, it can be added to ONET to be exempt.

Mr. Jim Walker shared that the ITA was up for review, and it will be revised and presented at the next meeting. He also spoke of the dislocated worker who have no obtained permanent full-time employment equal to 93% of their wage at dislocation or 200% of the Poverty guideline.

Ms. Barb Covert shared that TAE will be updated in June of 2025, and that the policy will need to be updated.

Mr. Craig Shield stated that who has the authority to waving. It should be outlined in the policy.

New Board AI Policy

Mr. Cory Sisto spoke of Ms. Sklodowski wanting to meet with the board to bring the board up to speed on the AI Policy that was drafted with an AI committee. Ms. Qwen Fisher and Mr. Brad Burger gave a presentation to give talking points while drafting the policy. That were respecting privacy, how information is siloed, what the goals are, that it is supporting labor force. There will be bullet points added and we are learning as we go. Ms. Sklodowski wanted the board to enter a motion on the policy today.

Mr. Jesper Nielson shared his concerns with Section 3.2 Equity and Inclusion – AI technologies must not exacerbate discrimination or bias. Chat GPT has been shown to show bias. How are we to ensure that the policy is followed with that, even given the large players in the space can't meet that standard.

Mr. Brad Burger spoke of in a realm that a chance of bias will be limited. Goodwill has training for the staff to identify it if they see it.

Mr. Cory Sisto for now were going to rely on the committee and getting feedback and if its not adaptable enough, something will be changed policy wise.

Mr. Jesper Nielson feels that since there is a very binary set up here, it's a yes or no. Some of these technologies are very sticky, meaning that its pretty difficult to switch to a different

technology down the road. He thinks we need to leave some room to act on ensuring that any sort of bias is mitigated.

Mr. Sisto asked if it would be sufficient to enter a modification that discrimination or bias through the use of AI must be mitigated by ongoing oversight.

Mr. Nielson agreed to the change.

Mr. Craig Shield mentioned that Governor Shapiro is passing an executive order and once it is approved, maybe we can look at what the state has in the executive order.

Mr. Burger shared he is concerned that because of its ability to do things efficiently that it will be used without bias.

Mr. Nielson mentioned that it is uncharted territory and doesn't want to be painted into a corner, and modifying it as we go along and mitigating the policy against discrimination or biased.

Mr. Sisto asked for a motion updating that we will mitigate section 3.2 to the best of our ability with ongoing review and oversight.

Mr. Keith Baker entered a motion to pass the AI Policy with changes to section 3.2, the motion was seconded by Mr. Brock Kull.

Commonwealth Update

Mr. Keith Baker provided an update on BWPO and the sister borough BWDA had a meeting and broke down the bill, and the teams got together and did an impact analysis. They reviewed the section called Establishment of the One Stop Delivery System, Identification of Eligible Trading Services, Eligible Training Providers of Youth Workforce Investment Activities, and they broke down what area will be impacted, who are the stakeholders, and what actions will be needed. There will be a lot of policy revision, and it appears they are pushing for virtual services over brick and mortar. They are looking at infrastructure funding to create satellite locations. The impact analysis needed submitted to the governor's office by the end of the day December 10th.

Ms. Nielson asked if it would make sense to update that ITA Policy with any kind of boundary requirement or is it contrary to what the state is looking for going forward.

Mr. Jim Walker explained different counties have the right to choose what they can give to a participant. Boundaries are not going to effect where the participant is served from.

Mr. Nielson asked if the boundaries will be distinguished.

Mr. Baker shared that they are trying to make it less cumbersome.

Mr. Barbara Covert shared that anyone can come in from the commonwealth for the ITA. They can go to school wherever they want. But when a participant comes in from a different county, they are sent back to that county.

Mr. Baker spoke of CareerLink® Days at the Somerset CareerLink, Mr. Baker and Ms. Marybeth Ferguson took a tour and met Mr. Pat Mccan. Mr. Mcann is interested in an apprenticeship along with other employers. The goal is to create a robust and sustainable advanced manufacturing training program that meets local workforce needs by developing a home-grown group of apprenticeship programs. The plan is a collaboration between the apprenticeship and training office, JARI, BWPO, Tableland, Lockheed Martin and other employers. It will be called National Tooling and Machining Association, which is exploring expansion in Somerset and Johnstown. They already have a registered apprenticeship program that they can implement. National Tooling and Machining Association is willing to partner with local schools and CTC's that have the compacity to host. Somerset CTC has expressed interest and JARI is also involved in exploring sponsorship opportunities.

Ms. Heather Saly shared that JARI is putting it on hold until January. They are looking to get training with MTNI and adding more expertise training.

Ms. Gwen Fisher asked if there is any outreach to other counties as well.

Ms. Saly said that's definitely an avenue that can be explored.

Ms. Reigh said they can always build the model and get the apprenticeship approved.

Mr. Baker asked Ms. Sarah Helman to share about the Opioid Program and supporting recovery in the workplace.

Mr. Sarah Helman shared about a grant to fight the stigma of individuals with opioid addictions or individuals in recovery and families that may have been impacted by that in the workplace. There are employer education series called ECHO, which helps employers become more educated on how to have a more inclusive workplace for individuals in recovery as well as tools and resources that might be available to them through the CareerLinks®. It also works with local recovery centers to generate referrals to the CareerLinks® so that individuals in recovery can have work as part as their plan, which drastically increases the positive outcome for those individuals for they don't relapse. Then there is also a piece to educate the public about individual training account funding, and the ability for Labor and Industry to increase that funding or match it for areas that are in need, like EMT, Nurses, dental hygienist, those sort of industries that are seeing a decline in that workforce so we can get people in recovery by providing a more professional job.

One-Stop Operator Report

Mr. Brad Burger spoke of launching another employer service initiative around assisting employers with helping build productivity by doing consultative outreach to them by looking at what types of digital automation they have available to their teams. We did an initial launch a couple of weeks ago, Mr. Sisto and Ms. Sklodowski attended. It went very well and were taking

it very slowly. It will start out with a set a questions and will be facilitated person to person, and you take the responses to CHAT GPT, and then it will form a recommendation report back to the employers on where they may be able to provide additional support to their staff. All of the reports that are developed will be reviewed by Mr. Burger.

Other Business

None.

Adjournment

There being no further business, the meeting was adjourned at 11:35 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, January 14, 2025, 10:00 a.m.

**SOUTHERN ALLEGHENIES WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING**

Tuesday, January 14, 2025

**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 January 14, 2025, via the Zoom meeting platform.

1. Approval of Minutes from December 10, 2024
2. Approval for Request for Support: Bedford, Blair, and Huntingdon Counties
3. AI Policy Approval

**SOUTHERN ALLEGHENIES WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING**

Tuesday, January 14, 2025,

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

Members Participating

Cory Sisto	IFC Services
Craig Shield	OVR
Jesper Nielson	Croyle-Nielsen Therapeutic Associates
Julia Brulia	Holiday Inn
Keith Baker	BWPO
Sharon Clapper	Clapper Industries
Wendy Melius	CCA

Non-Members

Amy Horwath	Goodwill
Amy Kimmel	Tableland Services
Barb Covert	E & T
Brad Burger	Goodwill
Gwen Fisher	Goodwill
Debbie Ankney	Tableland Services
Judy Lutz	E & T
Heather Saly	PACL Cambria/Somerset
Linda Straka	Career Planner for Somerset County
Lisa Phillips	Tableland Services
Sarah Helman	Goodwill
Jennifer Sklodowski	SAP&DC
Steven Howsare	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 December 10, 2024

Mr. Cory Sisto asked for a motion for approval of minutes from December 10, 2024, Executive Committee meeting. There were no questions, concerns, or discussions regarding the minutes.

Ms. Sharon Clapper entered a motion to approve the December 10, 2024 SAWDB meeting minutes as presented. Ms. Julia Brulia seconded the motion. The motion was carried.

Director's Report

Red/Green Report

Ms. Jennifer Sklodowski referred to the Red/Green Report and noted that invoices are due on the 12th of every month. Quarterly expenditure rates are measured against 80% expenditure requirement. This reflects five months of expenditures and there will be a clearer picture at the full board meeting in February. Ms. Sklodowski will be working with the fiscal department to review the budget for the board meeting and to push our funds from the reserve. While looking at the 2nd quarter target, the providers have not met the target. December's expenditures will give a better quarter two picture. The past has shown that providers should be at 42% of the goals spent to meet or exceed for the year, and at this time it has been met as a whole. Looking at Adults, Tableland has met the goal at 42%, moving to DW, Goodwill is behind at 40%, and with Youth, E&T is behind at 34%. It is important to continue watching the goals moving forward.

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. February's meeting will show a more accurate reading and will show if the quarter target is complete. If we do not meet the requirements within a two-year span, we are subject to recapture. While talking to Fiscal, where we are supposed to be. Ms. Sklodowski feels hopeful that goals will be met.

Request for Support: Bedford, Blair and Huntingdon Counties

Ms. Sklodowski has asked for support for the following.

Blair County has requested \$1500 of support for the Jaffa Shrine Hall rental for the Blair County PA CareerLink® Spring Job Fair which will be held on April 17th, 2025.

Bedford County has requested \$1,817 for the Fairgrounds Jordan Hall rental, along with tables and chair rentals for the Bedford County PA CareerLink® fall Job Fair being held on April 9th, 2025

Hunting County has requested \$650 for assistance for the Annual Spring Job Fair at the Smithfield Fire Hall which will be held on March 27, 2025.

Cambria County has requested \$500 to assist in the Penn Highlands Community College Career Fest which takes place on March 7th, 21st and April 11th. PA CareerLink® is a full planning partner for this event.

Mr. Cory Sisto asked for a motion to support each of the requests.

Ms. Julia Brulia entered a motion to approve the request for support: Bedford, Blair, Cambria and Huntingdon Counties, the motion was seconded by Mr. Keith Baker.

Update of the Board Local Plan

Ms. Sklodowski wanted to update that her team has worked tirelessly over the holiday season to get the plan completed. The local plan is almost completed and will meet the deadline. There will be more information available in February.

AI Policy Approval

Ms. Sklodowski shared the AI Policy has been discussed but has not been approved by the boards Executive Committee. It had been suggested that an addition to be added to 3.2 Equity and Inclusion stating assurance through on-going oversight and review that AI technologies must not exacerbate discrimination or bias. Ms. Sklodowski asked for approval.

Mr. Cory Sisto asked Mr. Jesper Nielson if the verbiage captured was what was trying to be achieved. Different language was discussed with trying to get some flexibility and not be black and white with the language for something we can't really measure in a concrete way.

Mr. Nielson expressed his concern that AI is an extension of people and it has been documented that AI does have some elements of bias most likely inadvertently which does lead to some discriminator aspects of it. The question became how to control and it becomes difficult to utilize it then. That's where it becomes difficult as an organization that we need to make sure that discrimination or bias is not part of any of the programming or tools to administer programming. At the same time we can only control so much given that were not creating our own AI from scratch. He thinks it's a good aspirational statement, he's just concerned about our ability to enforce that. He suggested adding AI technology must not exacerbate intentional discrimination or bias.

Ms. Sklodowski confirmed that section 3.2 should read Assurance through on-going oversight and review that AI technologies must not exacerbate intentional discrimination or bias.

Mr. Nielson agreed and shared his concern that AI has been shown to include innate unintentional bias and discrimination. By putting intentional bias into the policy we can at least cover if someone puts intentional bias and were not in a position to eliminate any and all bias in systems that we don't design.

Ms. Julia Brulia agreed that AI is new, and that kind of language gives us a little wiggle room.

Mr. Sisto suggested that we amend the language to say on-going oversight review and mitigation of AI technologies for potential impact of discrimination and bias. We do our best to analyze, review and mitigate when we see anything intentional or unintentional that may come up, but it recognizes that it is an imperfect system and were doing our best to review and mitigate.

Mr. Nielson agreed and wanted to make sure that we aren't held accountable for some unintentional baked in bias because our policy language is too rigid.

Mr. Cory Sisto is seeking a motion to approve the policy with the amended language under bullet point 3.2 to say on-going oversight review and mitigation of AI technologies for potential impact of discrimination or bias.

Mr. Jesper Nielson entered a motion to pass the AI Policy, with the amended language under bullet point 3.2 to say on-going oversight review and mitigation of AI technologies for potential impact of discrimination or bias the motion was seconded by Mr. Keith Baker.

One-Stop Operator Report

Mr. Brad Burger shared about database decision making and that they are continuing to tap different data sources, some are originally sources and some are sources that were relying on other partners. One that is being looked at is the correlation or lack thereof between library traffic and actual foot traffic into our CareerLink® centers. When we started down this road 7 years ago and we looked at libraries as the place to be where people went to look for jobs. We're not really seeing a direct correlation. What seems to be effective is our outreach programs, or anyone that interacts with the state CWDS system and were able to investigate and determine who has been poking around in the system and then doing outreach to those folks. Between July and November of 2024 we have reached out to 2130 individuals who have interacted with that system, of that we were able to contact 541, which is a 25% contact rate. Mr. Burger showed his gratitude to his team for the perseverance that it takes to achieve that success rate. Of the 541 contacts, 114 were referred for services and 24 of those individuals are enrolled in WIOA Title I and an additional 11 in TANF programming. It is a way of bridging that and he has checked with our teams and they feel that outreach effort does bare fruit enough to continue to put efforts into it.

Mr. Burger shared that the other thing they are really looking at is the satisfaction side and have been trying to do things regionally when they can, even though there are three providers and they are trying to bridge those different providers and provide consistent service and data tracking among those agencies. We were doing employer satisfaction surveys and customer satisfaction surveys, we are trying to get all of the providers to use the same tool across our system. We are continuing to see an evolution in our system. If you remember, years ago a lot of foot traffic was driven by one primary thing, and that was the UC telephone, and that telephone doesn't exist anymore and was a major driver of foot traffic in to our system. What we said was the only thing worse than having the UC phone is not having the UC phone because it was a vehicle to interact with that population that was in transition. Now customers have to come in that are focused solely on jobseeker or some related service which is changing the dynamic. Mr. Burger just met with Mr. Keith Baker due to Mr. Baker doing a great job sending out our digital intake data which is done statewide and gives us the regional data and the top three reasons for customers to come into our centers is resume prep, application assistance and vital documents.

Mr. Burger spoke of continuing to use the metrics to be able to steer the car, and the more we have on our instrument panel the more successful we're going to be.

Other Business

Mr. Keith Baker wanted to follow up with what Mr. Burger said about the digital intake reports. There has been a need for documents, and initially when Mr. Baker was covering the Schuylkill workforce area there is a very high Hispanic population and that population was having difficulty with official documents, birth certificates in particular. BWPO started working with Vital Statistics and to come up with a way for them to show up or be called to job fairs or resource events to do on the spot birth certificates. Mr. Baker is happy to report that there is finally an MOU in place, and they are ready to start.

Adjournment

There being no further business, the meeting was adjourned at 10:33 p.m.

A motion was made by Ms. Sharon Clapper to adjourn the meeting. Mr. Keith Baker seconded the motion.

<p>The next meeting of the Southern Alleghenies Workforce Development Board Executive Committee will be held on Tuesday, February 11, 2025, 10:00 a.m.</p>

Southern Alleghenies Workforce Development Board (SAWDB)

Staff Report

February 11, 2025

Part I: Updates

➤ Business-Education Partnership Grant (BEP) Update

The Southern Alleghenies was very active this past quarter with our Business Education Partnership Grant. This grant engages students in grades 5 through 12, along with their parents and educators, as an introduction into career paths and high priority occupations.

The Employment and Training teams in Huntingdon and Fulton Counties achieved significant milestones this quarter, exemplifying their commitment to fostering workforce development and education partnerships. The initial Business Education Partnership (BEP) grant set a target to serve 850 students. To date, Employment and Training has exceeded this goal, serving 1,350 students, achieving 159% of the original target. Additionally, the grant aimed to engage 51 educators in planned services. As of this quarter, 68 educators have participated or collaborated, reaching 133% of the target benchmark. These achievements highlight the program's continued success in surpassing targeted benchmarks and its commitment to delivering impactful services to students and educators. Activities in Huntingdon County included a collaboration with the Mount Union School District. Huntingdon staff offered constructive feedback to 61 students on their entrepreneurial projects. This initiative emphasized practical skill development and encouraged innovation among participating students. The Fulton staff successfully hosted the annual Career Fair, attracting over 230 students from four school districts, 20 educators, and 47 employers. This event created a dynamic platform for students to practice interview techniques, network with employers, and learn about the local job market.

Bedford County was very busy this past quarter with the BEP grant. Staff facilitated the transportation of 114 Bedford County Technical Center (BCTC) students from welding, building construction, and automotive technology programs to the Bedford County Manufacturing Day at Bedford Reinforced Plastics, providing them with exposure to local industry opportunities in Bedford County. Additionally, BEP transportation funding supported trips for 37 BCTC culinary students to the IUP Culinary School. Students participated in a full-day tour of the IUP Culinary School with transportation assistance provided. During the visit, they explored various culinary styles, engaged with school representatives and chefs, and observed students in action. In addition, BEP transportation funding enabled 25 BCTC agriscience students to tour Lampire Biological Lab and Farm, where they gained valuable insights into the laboratory operations and agricultural practices of a life science company specializing in the production of biological reagents for the diagnostic and pharmaceutical industries. Transportation assistance was provided to 34 Bedford County Technical Center Health Assisting Students who participated in full-day tours of Penn Highlands, South Hills, and Greater Altoona Career and Technical Center (GACTC), offering students hands-on learning experiences and insights into various healthcare programs. Staff also provided a Career Readiness Workshop focusing on job application tips, including an interactive session on the Do's and Don'ts of job applications, to 32 students at Tussey Mountain High School. In November, BEP funds covered transportation and entry fees for 22 Northern Bedford County students and one teacher from an anatomy and physiology class to participate in St. Francis University's Annual STEAM Day event. They attended presentations with university students and faculty, alumni and professionals in the field.

They were able to learn and explore aspects of Science, Technology, Engineering, Art and Mathematics (STEAM) in a campus setting. In December, a follow-up session with the BCTC health assisting instructor resulted in the delivery of a “Rev Up Your Resume” workshop for the 34 students who had participated in the October post-secondary tours. These activities reflect the ongoing efforts to connect students with hands-on learning experiences, career exploration opportunities, and workforce preparation resources.

Blair County events included funding transportation to and from Mount Aloysius College for Greater Altoona Career and Technology Students to participate in Healthquest. Career Planners also conducted workshops to educate students on interview skills and techniques. These workshops included filling out applications, learning how to navigate the CareerLink website in regard to employment and training opportunities, resume writing, financial literacy, and career exploration activities. These events took place at Altoona Area School District, Greater Altoona Career and Technology Center, Soaring Heights, PAWS/William Kimmel school, and the Altoona Area School District PAWS Program.

Cambria County efforts included meetings with various districts, resulting in the provision of transportation funding for the Transition Fair held at Forest Hills High School on November 6, 2024. Six students and three educators from Ferndale Area High School attended this event. Additionally, representatives from Penn State University spoke to student groups at Glendale High School about careers in the nursing and health sciences fields, offering guidance on course selection, post-secondary education, work experience, and career planning within the profession. The team worked with Glendale’s Guidance Counselor to schedule additional Tech Talks focusing on STEM, Manufacturing, and Hospitality and Tourism with a STEM Tech Talk being planned for January 23rd in partnership with UPMC. Greater Johnstown’s annual Career Fair was held on November 13th with 314 students and 68 vendors in attendance. Meetings at Portage Area High School were conducted to plan their annual career fare, which is scheduled for next quarter. Staff, in partnership with St. Francis University also conducted hands-on wind and solar energy activities with Richland High School students, involving 106 seventh graders in wind energy projects and 98 eighth graders in solar energy activities.

Staff at Tableland Services Inc. in Somerset County partnered with Windber Area School District to present, “Careers in the Classroom” on November 15, 2024. This program engaged elementary school students and introduced them to a wide array of local career opportunities available in our region. This innovative initiative aims to inspire students to dream BIG and explore a wide range of career paths. By connecting with professionals in various high priority occupations, we hope to ignite their curiosity and help them aspire to achieve their goals. Windber’s “Careers in the Classroom” had 35 presenters that spoke to 612 students. Much of the credit goes to Superintendent, Mike Vuckovich and his staff who are huge advocates of the BEP Grant and the PA CareerLink. Because of the success of the initial event held this fall, Windber Area School District will have a second “Career in the Classroom” event on Friday February 7, 2025.

All Total for the Southern Alleghenies region-5,923 total participants (new and existing) were served during this quarter with the BEP grant!

FISCAL AGENT

➤ *Budget/Expenditure Report*

Red/Green report included with the meeting packet.

Part II: Performance & Service Delivery-Related Statistics

➤ *Rapid Response Activities*

Activities for the period October through December 2024:

County	Company	Number Affected	Date of Contact	Trade Certified	Closure
Cambria	Cambridge at Ebensburg	17	10-7-24	No	Yes
Cambria	Breezeline – Permanent Layoff	18	10-9-24	No	No
Huntingdon	Huntingdon Fiberglass – Layoff All Recalled	13	11-5-24	No	No
Blair	American Freight Altoona	5	11-8-24	No	Yes
Cambria	American Freight Johnstown	4	11-8-24	No	Yes
Bedford	The Organic Snack Co	11	12-4-24	No	No
Blair	Champion Homes – Temp Shutdown; All recalled	112	12-13-24	No	No
Blair	McAabees Super Subs	3	12-17-24	No	Yes
Blair	Big Lots – Altoona (Approx March 2025)	15	12-23-24	No	Yes
Cambria	Big Lots – Ebensburg (Approx March 2025)	15	12-23-24	No	Yes
Cambria	Big Lots – Johnstown (Approx. March 2025)	15	12-23-24	No	Yes

➤ *Individual Training Accounts*

Training requests supported from October through December 2024:

Customer Group	# of ITAs	Award
Adult	1	\$4,500.00
Dislocated Worker	4	\$13,590.00
Youth	1	\$4,500.00
Region	6	\$22,590.00

➤ *Individual Training Accounts*

Training requests supported July through December 2024:

Customer Group	# of ITAs	Award
Adult	7	\$31,144.00
Dislocated Worker	8	\$31,560.00
Youth	8	\$28,947.00
Region	23	\$91,651.00

WIOA TITLE I ADULT AND DISLOCATED WORKER TRAINING SERVICES
SOUTHERN ALLEGHENIES REGION
PY 23
7-1-23 to 6-30-24

Training Category	Number Enrolled*	% to Total
Occupational Skills Training (ITA's)	27	57.0%
On-The-Job Training (OJT)	20	43.0%
Region	47	100.00%

TRAINING OUTCOMES
PY 23
7-1-23 to 6-30-24
WIOA TITLE I TRAINING SERVICE COMPLETERS

Training Category	# Completed Training	# Did Not Finish*	Completion Rate
Occupational Skills Training	22	4	81.8%
On-The-Job Training	16	3	81.25%
Total	38	7	81.57%

* Did not finish for reasons other than employment obtained while in training includes (2) currently active in training

EXITED WITH EMPLOYMENT

OCCUPATIONAL SKILLS TRAINING

# Received and Completed Occupational Skills Training Services with Employment	# Completers in Employment Related to Training	% Completers in Employment Related to Training	# Completers in Non-Training Related Employment	% Completers in Non-Training Related Employment
19	18	89.0%	1	11.0%

ON -THE- JOB TRAINING

# Received and Completed On-The-job Training with Employment	# Completers in Employment Related to Training	% Completers Employed Retained	# Completers in Non-Training Related Employment	% Completers in Non-Training Related Employment
14	13	93.0%	1	7.0%

EXITED WITH EMPLOYMENT

WIOA TITLE I OCCUPATIONAL SKILLS TRAINING AND ON-THE-JOB TRAINING

# Received and Completed Occupational Skills Training Services or On-The Job Training with Employment	# Completers of Occupational Skills Training or On the Job Training Employed related to Training	% Completers in Employment Related to Training	# Completers in Non-Training Related Employment	% Completers in Non-Training Related Employment
33	30	91%	3	9%

WAGE INFORMATION

WIOA TITLE I OCCUPATIONAL SKILLS TRAINING

Average Hrs. per Week Training Related Employment	Average Hr. Wage Training Related Employment	Average Annual Wage Training Related Employment
41.95 Hrs	\$28.73	\$59,735.76

ON-THE- JOB TRAINING

Average Hrs. per Week Retained Employment	Average Hr. Wage Training Related Employment	Average Annual Wage Training Related Employment
40.0 Hrs	\$18.31	\$31,561.34

WIOA TITLE I OCCUPATIONAL SKILLS TRAINING AND ON-THE-JOB TRAINING

Average Hrs. per Week Training Related Employment	Average Hr. Wage Training Related Employment	Average Annual Wage Training Related Employment
45 Hrs	\$34.60	\$51,368.02

SECTORS OF TRAINING FUNDED BY WIOA TITLE 1 OCCUPATIONAL SKILL TRAINING FUNDS (ITA'S)

Adult and Dislocated Workers

7-1-23 to 6-30-24

Subject	Total	% to Total
Healthcare Practitioners & Technicians	7	26%
Business Services	1	4%
Building & Construction	2	7%
Logistics & Transportation	17	63%
Total	27	100.0%

SECTORS OF TRAINING FUNDED BY WIOA TITLE 1 ON-THE-JOB TRAINING FUNDS (OJT)**Adult and Dislocated Workers****7-1-23 to 6-30-24**

Subject	Total	% to Total
Healthcare Practitioners & Technicians	1	5%
Business Services	3	15%
Information Technology	2	10%
Advanced Manufacturing/Production	11	55%
Logistics & Transportation	2	10%
Agriculture	1	5%
Total	20	100%

➤ WIOA Title I New Customers

WIOA Title I New registered customers for the region for the period October through December 2024:

County/Provider	Adults	DW	Youth
Bedford (GSA)	8	8	3
Blair (GSA)	6	12	1
Cambria (GSA)	13	25	-----
Fulton (E & T)	----	3	-----
Huntingdon (E & T)	4	---	5
Somerset (Tableland)	11	13	10
Region	42	61	19

➤ WIOA Title I Registered Active Customers

WIOA Title I active registered customers for the region for the period October through December 2024:

County/Provider	Adults	DW	Youth
Bedford (GSA)	27	15	14
Blair (GSA)	42	27	22
Cambria (GSA)	63	53	17
Fulton (E & T)	6	3	5
Huntingdon (E & T)	11	2	14
Somerset (Tableland)	19	15	35
Region	168	115	107

➤ **WIOA Exiter Outcome Information**

Customers who have exited from the system with employment for the period October through December 2024:

County	Adult	Average Wage	DW	Average Wage	Youth	Total
Bedford	9	\$16.94	6	\$21.15	2	\$17.75
Blair	7	\$20.04	4	\$16.24	2	\$16.43
Cambria	5	\$27.12	12	\$21.77	5	\$13.99
Huntingdon	3	\$16.17	1	\$12.29	2	\$13.39
Somerset	2	\$18.50	6	\$20.42	3	\$13.57
Region Total	26	\$19.76	29	\$20.56	14	\$14.70

➤ **On-the-Job Training (OJT) Update**

OJT contracts issued from October through December 2024:

Provider	Employer	Number of Trainees	Funding Source	Hourly Wage Range
GWSA	New Specialty Lift	1	Adult	\$17
GWSA	Stormer Retirement Solutions	1	Adult	\$15
GWSA	M.I.C. Industries	1	Adult	\$22
Tableland	Guy Chemical	2	DW	\$15.40
Tableland	Guy Chemical	2	Adult	\$16

➤ *WIOA Title I Performance Data—Performance Levels for Quarter 1 PY 24*

BOLD- met or exceeded the standard

	Negotiated Levels	SAWDA Attained Levels
Adult		
Employment (Second Quarter after Exit)		
Employment (Fourth Quarter after Exit)		
Median Earnings (Second Quarter after Exit)		
Credential Attainment Rate		
Measurable Skill Gains		
Effectiveness in Serving Employers		
Dislocated Workers		
Employment (Second Quarter after Exit)		
Employment (Fourth Quarter after Exit)		
Median Earnings (Second Quarter after Exit)		
Credential Attainment Rate		
Measurable Skill Gains		
Effectiveness in Serving Employers		
Youth		
Employment (Second Quarter after Exit)		
Employment (Fourth Quarter after Exit)		
Median Earnings (Second Quarter after Exit)		
Credential Attainment Rate		
Measurable Skill Gains		
Effectiveness in Serving Employers		

WIOA TITLE I OUTCOMES

County	# Place in Unsubsidized Employment	Wage	# Placed in Subsidized Employment*	Wage*	# Receiving ITAs	Adult Credentials	DW Credentials	Youth Credentials	# Electing to Discontinue Services
Bedford	17	\$18.52	1	\$12.00	---	---	---	1	---
Blair	13	\$18.32	2	\$14.50	---	---	---	---	2
Cambria	22	\$21.21	1	\$15.00	1	1	---	---	---
Fulton	2	\$12.00	1	\$11.00	2	---	2	---	---
Huntingdon	4	\$15.89	2	\$10.50	---	---	---	---	---
Somerset	11	\$18.20	4	\$13.88	1	---	---	1	---
Total	69	\$18.82	11	\$19.22	4	1	2	1	2

This information was taken directly from the Quarterly Reports (October through December 2024) submitted by the WIOA Title I subcontractors.

*May include youth placed in subsidized work experience at average wage of \$10.00 per hour.

Southern Alleghenies Workforce Development Area
Budget Summary
For The Year Ending June 30, 2025

	ADULT	YOUTH	DISLOCATED WORKER	TANF	OPOID	TOTAL FUNDING
SA100 SOUTHERN ALLEGHENIES PY24	\$ 1,343,053.42	\$ 1,293,914.15	\$ 1,472,730.83	\$ 789,711.89	\$ 103,295.00	\$ 5,002,705.29
CARRYOVER FROM PY23	\$ 441,490.07	\$ 366,074.24	\$ 493,525.78	\$ 237,827.81	-	\$ 1,538,917.90
TRANSFER	\$ -	\$ -	\$ -	\$ -	-	-
FUNDING AVAILABLE	\$ 1,784,543.49	\$ 1,659,988.39	\$ 1,966,256.61	\$ 1,027,539.70	\$ 103,295.00	\$ 6,541,623.19

	% of Total					
Administration at 10% of award	\$ 163,717.42	\$ 148,780.49	\$ 190,141.96	\$ 78,971.19	-	\$ 581,611.06
Training	\$ 100,000.00	\$ 60,000.00	\$ 75,000.00	-	-	\$ 235,000.00
PY23 Training Obligations	\$ 8,229.00	\$ 19,194.00	\$ 7,920.00	-	-	\$ 35,343.00
OJT	\$ 125,000.00	\$ 65,000.00	\$ 125,000.00	-	-	\$ 315,000.00
PY23 OJT Obligations	\$ 24,047.00	\$ 33,389.00	\$ 7,180.00	-	-	\$ 64,616.00
Supportive Services	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	-	-	\$ 40,000.00
Industry Cluster Research Consortium	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	-	-	\$ 12,000.00
CareerLink Operating Costs*	\$ 137,881.00	\$ 95,332.00	\$ 137,881.00	\$ 40,855.00	-	\$ 411,949.00
Service Delivery	\$ 1,053,350.00	\$ 1,075,340.00	\$ 940,865.00	\$ 844,398.00	\$ 103,295.00	\$ 4,017,248.00
WorkKeys License & Assessments	\$ 100.00	\$ 100.00	\$ 100.00	-	-	\$ 300.00
North Star Assessments	\$ 817.00	\$ 817.00	\$ 817.00	-	-	\$ 2,451.00
Reserve	\$ 157,402.07	\$ 143,035.90	\$ 462,351.65	\$ 63,315.51	-	\$ 826,105.13
Total	\$ 1,784,543.49	\$ 1,659,988.39	\$ 1,966,256.61	\$ 1,027,539.70	\$ 103,295.00	\$ 6,541,623.19
	\$ -	\$ -	\$ -	\$ -	-	\$ -

Quarterly Targets	Adult	Dw	Youth	Tanf
Goodwill	\$ 120,000	\$ 113,000	\$ 100,000	\$ 105,758
E&T	\$ 59,834	\$ 53,775	\$ 54,820	\$ 27,000
Tableland	\$ 42,926	\$ 33,137	\$ 65,701	\$ 44,293
Fund Total	\$ 222,560	\$ 199,912	\$ 220,321	\$ 177,051

Provider/Fund	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	Cumm. YTD	Available	80% Target	% of Budget Spent
Adult																				
Goodwill	\$ 600,000	50,150	48,814	43,532	YES	43,036	44,635	50,182	YES	-	-	-	NO	-	-	-	\$ 280,349	\$ 319,651	\$ 480,000	58.41%
E&T, Inc	\$ 298,171	21,668	20,373	21,515	YES	20,067	18,948	27,582	YES	-	-	-	NO	-	-	-	\$ 130,153	\$ 168,018	\$ 238,537	54.56%
Tableland	\$ 214,630	14,136	15,262	13,524	NO	16,026	12,872	11,345	NO	-	-	-	NO	-	-	-	\$ 83,165	\$ 131,465	\$ 171,704	48.44%
Total	\$ 1,112,801	\$ 85,954	\$ 84,449	\$ 78,571	YES	\$ 79,129	\$ 76,455	\$ 89,109	YES	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	\$ 493,667	\$ 619,134	\$ 890,241	55.45%
Dw																				
Goodwill	\$ 565,000	31,445	37,713	35,156	NO	38,697	36,594	41,335	YES	-	-	-	NO	-	-	-	\$ 220,940	\$ 344,060	\$ 452,000	48.88%
E&T, Inc	\$ 268,875	23,852	22,843	16,766	YES	20,256	18,985	26,379	YES	-	-	-	NO	-	-	-	\$ 129,081	\$ 139,794	\$ 215,100	60.01%
Tableland	\$ 165,886	10,579	12,466	13,121	YES	15,750	12,377	13,065	YES	-	-	-	NO	-	-	-	\$ 77,358	\$ 88,328	\$ 132,549	58.36%
Total	\$ 999,561	\$ 65,876	\$ 73,022	\$ 65,043	YES	\$ 74,703	\$ 67,956	\$ 80,779	YES	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	\$ 427,379	\$ 572,182	\$ 799,649	53.45%
Youth																				
Goodwill	\$ 500,000	43,252	49,486	38,335	YES	37,217	29,036	35,795	YES	-	-	-	NO	-	-	-	\$ 233,121	\$ 266,879	\$ 400,000	58.28%
E&T, Inc	\$ 273,098	19,460	17,053	9,965	NO	15,646	11,564	17,270	NO	-	-	-	NO	-	-	-	\$ 90,958	\$ 182,140	\$ 218,478	41.63%
Tableland	\$ 328,505	24,750	30,243	26,955	YES	35,766	27,235	19,541	YES	-	-	-	NO	-	-	-	\$ 164,490	\$ 164,015	\$ 282,804	62.59%
Total	\$ 1,101,603	\$ 87,462	\$ 96,782	\$ 75,255	YES	\$ 88,629	\$ 67,835	\$ 72,606	YES	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	\$ 488,569	\$ 613,034	\$ 881,282	55.44%
TOTAL WIA	\$ 3,215,965	\$ 239,292	\$ 254,253	\$ 218,869		\$ 242,461	\$ 212,246	\$ 242,494		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 1,409,645	\$ 1,804,350	\$ 2,574,172	54.82%
Tanf																				
Goodwill	\$ 528,790	78,863	58,117	24,430	YES	29,079	28,577	26,212	NO	-	-	-	NO	-	-	-	\$ 245,278	\$ 283,512	\$ 423,032	46.38%
E&T, Inc	\$ 135,000	50,010	5,511	2,924	YES	5,493	5,028	5,374	NO	-	-	-	NO	-	-	-	\$ 74,340	\$ 60,660	\$ 108,000	68.83%
Tableland	\$ 221,463	24,225	42,159	2,891	YES	3,008	1,145	1,754	NO	-	-	-	NO	-	-	-	\$ 75,182	\$ 146,281	\$ 177,170	33.95%
Total	\$ 885,253	\$ 153,098	\$ 105,787	\$ 30,245	YES	\$ 37,580	\$ 34,750	\$ 33,340	NO	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	\$ 394,800	\$ 490,453	\$ 708,202	55.75%

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

ON TARGET

SHORTFALL

Monthly Targets	WIOA YTH - Work Exp. (20%)	WIOA YTH - OSY (75%)
Goodwill	\$ 9,333	\$ 31,250
E&T	\$ 4,552	\$ 17,069
Tableland	\$ 5,475	\$ 20,532
Fund Total	\$ 18,360	\$ 68,851

Quarterly Targets	WIOA YTH - Work Exp. (20%)	WIOA YTH - OSY (75%)
Goodwill	\$ 25,000	\$ 93,750
E&T	\$ 13,655	\$ 51,205
Tableland	\$ 18,425	\$ 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	Cumm. YTD	Available	20% Target	75% Target	% of Budget Spent
WIOA YTH - Work Exp																					
Goodwill	\$ 500,000	14,004	15,353	8,923	YES	2,897	1,804	358	NO	-	-	-	NO	-	-	-	\$ 43,339	\$ 456,661	\$ 100,000		8.67%
E&T, Inc	\$ 273,098	9,949	11,278	5,315	YES	7,998	7,097	9,170	YES	-	-	-	NO	-	-	-	\$ 50,807	\$ 222,291	\$ 54,620		18.60%
Tableland	\$ 328,505	5,427	9,160	4,594	NO	7,145	3,485	3,412	NO	-	-	-	NO	-	-	-	\$ 33,233	\$ 295,272	\$ 66,701		10.12%
Total WIOA Youth	\$ 1,101,603	\$ 29,953	\$ 35,781	\$ 18,832	YES	\$ 18,040	\$ 12,386	\$ 12,940	NO	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	\$ 121,952	\$ 974,224	\$ 220,321		11.07%

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	Cumm. YTD	Available	20% Target	75% Target	% of Budget Spent
WIOA YTH - OSY																					
Goodwill	\$ 500,000	43,252	49,486	38,335	YES	37,217	29,036	35,795	YES	-	-	-	NO	-	-	-	\$ 233,121	\$ 266,879	\$ 375,000		46.62%
E&T, Inc	\$ 273,098	19,480	17,053	9,865	NO	15,646	11,564	17,270	NO	-	-	-	NO	-	-	-	\$ 90,958	\$ 182,140	\$ 204,824		33.31%
Tableland	\$ 328,505	24,750	30,243	26,955	YES	35,786	27,235	19,541	YES	-	-	-	NO	-	-	-	\$ 164,480	\$ 164,015	\$ 246,379		50.07%
Total WIOA Youth	\$ 1,101,603	\$ 87,482	\$ 96,782	\$ 75,255	YES	\$ 88,629	\$ 67,835	\$ 72,806	YES	\$ -	\$ -	\$ -	NO	\$ -	\$ -	\$ -	\$ 488,569	\$ 613,034	\$ 826,202		44.35%



*PA CareerLink® Somerset County
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TO: Jennifer Sklodowski–Executive Director
Southern Alleghenies Workforce Development Board

FROM: Heather Saly – PA CareerLink® Somerset County Site Administrator

DATE: January 27, 2025

RE: Somerset County Job Fair

Job fair season is fast approaching, and we at the Somerset PA CareerLink® are looking to bring an exciting new event to bolster the hiring needs of Somerset County businesses by connecting them with area jobseekers. We have comprised a Job Fair Committee, which includes not only PA CareerLink® and Tableland, but also local economic development including, JARI and the Somerset County Chamber of Commerce, as co-sponsors.

The PA CareerLink® Somerset County is eager to bring back a job fair for the region targeting job seekers but also including the job seekers of tomorrow, our area youth. We find an event such as this will truly benefit Somerset County as currently the only job fairs that are in the Somerset County expanse are in local schools and targeted to youth. We are requesting the amount of \$1,800 to cover the cost of a radio outreach campaign and the venue, specifically table rentals.

This inaugural job fair is scheduled on April 3rd, 2025, at St Paul's Presbyterian Church located on N. Center Avenue in Somerset, PA. This venue has proven to have much success with other community event attendance as it provides an easily accessible central location with ample parking. Other events at this venue attract hundreds of attendees, and we expect a turnout just as significant if not better. This event intends to alleviate some of the critical job shortages in our area and attract the attendance of both job seekers and students to highlight the opportunities within Somerset County, many of which may be overlooked.

If approved by the WDB, we will utilize the ad space to promote the PA CareerLink® and the resources available at the Cambria and Somerset CareerLink offices.

Thank you for your consideration in being a sponsor for this much-needed community event.

PA CareerLink® Somerset County is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance services available at no cost. Workforce Innovation and Opportunity Act (WIOA) programs are funded with federal dollars. For detailed information see <https://sapdc.org/stevens-amendment/>.

A proud partner of the American  JobCenter network



2024 Annual Report

The Southern Alleghenies Workforce Development Board (SAWDB) is pleased to submit its local annual report for 2024 to the Commonwealth of Pennsylvania.

In 2024, SAWDB made significant strides in strengthening the regional workforce, bridging skill gaps, and connecting job seekers with career opportunities that provide self-sustaining wages. Despite challenges such as an aging population and the need to attract younger workers, our commitment to workforce development remained steadfast. We adapted our strategies to meet the needs of both job seekers and employers, ensuring a resilient and future-ready workforce for the Southern Alleghenies Region.

As we move into 2025, our focus will continue to be on workforce innovation, expanding access to training, and strengthening community partnerships to create sustainable employment pathways and prosperity in our region.

Challenges

Aging Population and Declining Labor Force

The job market in the Southern Alleghenies region is poised for both challenges and opportunities in the coming years. While we continue to see a strong demand in healthcare, manufacturing, transportation, and skilled trades, workforce shortages and demographic shifts remain a concern. Our biggest challenge is ensuring we have a pipeline of skilled workers to fill High Priority Occupations (HPOs) and meet the evolving needs of local industries. An aging population and declining labor force participation mean we must focus on attracting and retaining younger workers while investing in training programs that align with employer needs.

At the same time, we are optimistic about the region's ability to adapt and grow. Workforce development initiatives, such as apprenticeships, career and technical education partnerships, and on-the-job training programs, are expanding opportunities for workers. Continued collaboration with our community partners will be key in sustaining a competitive workforce within the Southern Alleghenies Region.

Aging Population and Declining Labor Force

The Southern Alleghenies region faces an aging population and a shrinking labor force, creating significant workforce challenges. With a growing number of residents retiring and fewer young

workers entering the job market, the region must address potential skill shortages and maintain economic vitality.

To tackle these challenges, SAWDB has outlined the following plans:

- 1. Attracting and Retaining Younger Workers**
 - Partner with local educational institutions to promote career opportunities within the region.
 - Work closely with local planning and development organizations to align workforce initiatives with regional economic growth strategies and address the challenges posed by a shifting labor market.
- 2. Upskilling and Reskilling the Current Workforce**
 - Provide training programs tailored to help older workers transition into high-demand fields.
 - Increase access to digital literacy and technical skills training to meet the evolving needs of local industries.
- 3. Promoting Apprenticeships and On-the-Job Training**
 - Strengthen partnerships with employers to create new apprenticeship opportunities and OJT programs designed to bridge skill gaps.
 - Focus on in-demand sectors such as healthcare, manufacturing, and information technology.
- 4. Enhancing Employer Partnerships**
 - Work closely with employers to identify workforce needs and develop collaborative solutions.
 - Encourage businesses to invest in training and retaining local talent through strategic partnerships and workforce support initiatives.
- 5. Leveraging Technology and Innovation**
 - Implement advanced workforce analytics to predict trends and align training programs with future demands.
 - Expand virtual job fairs and remote training opportunities to reach a wider audience.

By addressing these challenges proactively, SAWDB aims to sustain a dynamic and adaptable workforce capable of supporting the region's economic growth.

Top 3 Accomplishments in 2024

- 1. Apprenticeship Opportunities**
 - Promoted and expanded apprenticeship pathways to provide hands-on training and long-term career growth opportunities.
- 2. Innovative Workforce Solutions**
 - Launched the **Kai Project**, integrating AI-driven efficiency tools for businesses.
 - Expanded digital resources for job seekers, increasing accessibility.
- 3. Expanded Community Outreach**
 - Strengthened programs like SSJROR to connect job seekers with critical resources.
 - Increased engagement through personalized employment services.

Kai Project Summary

The **Kai Project** is an innovative workforce enhancement initiative led by the one-stop operator consortium of SAWDB to support local businesses in optimizing operations through robotic process automation (RPA). Operating under the Board's adopted AI policy, the project ensures responsible AI use while addressing workforce challenges.

Kai, an AI-powered productivity specialist using Microsoft Power Automate, engages businesses to identify inefficiencies and provide tailored automation solutions. The project helps short-staffed organizations reduce repetitive tasks, improve workflow efficiency, and enhance employee morale through **Lean and Kaizen principles**.

To date, the Kai Project has:

- Implemented a structured process framework, including pre-visit preparation, interactive employer meetings, and detailed post-visit reporting.
- Ensured **strict data security and ethical AI use** under Board policies.
- Delivered comprehensive RPA opportunity reports with actionable recommendations.
- Provided businesses with local resources to facilitate automation implementation.

This initiative has demonstrated **significant potential** to transform regional businesses by enabling them to focus on higher-value tasks while fostering sustainable growth.

SSJROR Program Summary

The **Self-Service Job Resource Outreach Report (SSJROR)** initiative, conducted by the Southern Alleghenies PA CareerLink® centers, exemplifies proactive engagement with regional residents utilizing the **Commonwealth Workforce Development System (CWDS)**. This outreach program connects job seekers with essential workforce services, employment opportunities, and training resources.

2024 Impact:

- **2,130 outreach attempts** from July to November 2024.
- **541 job seekers (25%) successfully contacted.**
- **114 individuals referred for services**, labor market information, or personalized assistance.
- **24 enrolled in WIOA Title I services; 11 joined TANF programs.**
- **6.5% overall success rate in linking job seekers with workforce resources.**

These results highlight the program's effectiveness in **bridging job seekers with critical workforce resources**, aligning with SAWDB's goal of **improving community outreach and accessibility**.

Success Stories

Success Story: Ekram Saeed

Ekram Saeed, a high school student in Blair County, recently completed her first job through the PA CareerLink® Paid Work Experience program, and her journey has been inspiring. Although this was her first work experience, Ekram had a clear vision: she wanted a job that would allow her to help others. When she was placed at the Alternative Community Resource Center (ACRC) in Altoona, she was thrilled to support kids' programs and get hands-on experience in an environment where her work could make a difference.

At ACRC, Ekram took on diverse tasks, including assisting with kids' activities, making phone calls, performing clerical duties, and even helping to set up events. She quickly became known for her respectful attitude, willingness to learn, and calm demeanor. Her supervisors were continually impressed by her proactive approach and her commitment to going above and beyond. "Ekram was a pleasure to work with," her supervisor shared. "She maintained calm and was very respectful of others, always willing to learn, showed initiative, and went above and beyond in fulfilling her duties." At the end of her placement, the team at ACRC was so impressed with Ekram's performance that they expressed interest in hiring her full-time after she graduates from high school.

For Ekram, the experience was not only a career milestone but a journey of self-discovery. Reflecting on her time in the program, she shared: "This program is not just about adding to your resume; it's also about building your confidence and discovering your strengths. Through this program, I have a better understanding of who I am and what I want to be in the future."

Ekram's journey is a testament to how PA CareerLink's programs can provide meaningful experiences that extend beyond employment skills, fostering personal growth and self-confidence. Ekram's PA CareerLink® Career Planner, Mandy Lyon, looks forward to seeing Ekram continue to grow and make a positive impact in her community.

Success Story: Scott Henry

After being unemployed for 14 months, Scott Henry appeared on our SSJS list. At this time, Vicente Rodriguez of BWPO sent him an outreach email. Mr. Henry lost his job due to his employer, Hunter Douglas, moving from Cumberland, Maryland to Mexico. He was struggling to find new employment. Despite his physical disabilities, Mr. Henry was determined to continue working.

On October 2nd, Mr. Henry visited the PA CareerLink® Somerset County office, where he was greeted by Brionna of the Career Resource Center. Brionna referred him to T.J. Smail of BWPO, who listened to his situation and explained available workforce services. Mr. Henry had an exemplary work history, with previous layoffs due only to company closures. Recognizing his status as a dislocated worker and unemployment exhaustee, T.J. introduced him to the On-the-Job Training (OJT) program.

Mr. Henry met with Aaron Thomas, Business Consultant, and Lynda Straka, Career Planner, to discuss his options. T.J. facilitated communication with the human resources team at Guy Chemical, where Mr. Henry expressed interest in working. Aaron Thomas maintained contact with the company to advocate on his behalf.

On October 4th, Mr. Henry met again with Lynda Straka to complete his registration and discuss potential supportive services. Shortly after, Guy Chemical interviewed him and extended a job offer. Mr. Henry started his new career on October 14, 2024, as a **Forklift Material Handler at \$15.40/hr.**, funded through the **OJT program**.

Lynda Straka continued follow-ups with both Guy Chemical and Mr. Henry, ensuring he had the necessary support for success. Her dedication to seeing clients thrive led her to offer additional assistance such as work attire and job-related supplies. According to Guy Chemical, Mr. Henry received **above-average evaluations** and continues to excel in his new role.

Success Story: U.S. Air Force Veteran

A former United States Air Force Veteran sought employment assistance after his company issued a WARN notice, leading to a layoff. Facing employment barriers, the veteran turned to the Disabled Veterans Outreach Program (DVOP) and CareerLink® staff for support. Together, they developed an Individual Employment Plan (IEP) to address these challenges and work toward long-term self-sufficiency.

Through the DVOP and Business Services Team (BST), the veteran was introduced to the WIOA Title I Dislocated Worker Program and explored opportunities within local high-priority occupations. He attended a CareerLink® Job Fair, where he connected with J&J Trucking. Following an interview, the veteran was hired as a **Quality Control Associate at \$18/hr.**, supported by an OJT agreement facilitated through SAWDB.

This placement not only allowed the veteran to overcome significant barriers but also provided a pathway to career advancement. He continues to excel in his role, with ongoing follow-ups from CareerLink® staff ensuring his success.

Final Thoughts

2024 was a year of **workforce innovation, employer collaboration, and impactful service delivery**. As we move into 2025, SAWDB will continue to:

- Expand training opportunities.
- Strengthen employer partnerships.
- Leverage technology to enhance workforce accessibility.

We remain committed to ensuring a **thriving, resilient workforce for the Southern Alleghenies Region**.