

*Workforce Development Board Meeting Minutes
May 22, 2024
Bradford County Public Safety Center
29 VanKuren Drive
Towanda, Pa. 18848*

1. The meeting was called to order at 10:30 am by Melissa Fleming and introductions were made.
2. **Those in attendance:** Chris Roenning, Jim Nobles, Jason Krise, Krystle Bristol, Matt Norton, Ron Vogel Jr., Breanna Repard, Carrie English and Penne Watkins
Those in attendance via Zoom: Brad Georgetti, Bruce Jones, Jonathan Benjamin, Kelly White, Mike Narcavage, Rachel Hauser, Rosemary Franssen, Tammi Mowry, Diana Edler, Sonya Metzger and Ken Reisinger.
NTRPDC Staff in attendance: Frank Thompson, Melissa Fleming, Jody McCarty, Bonnie Warner, Patty Sturzen, Rachel Selleck, Lindsay Coleman and Nancy Kulick.
3. **Citizens Comments:** None.
4. **March 13, 2024 Meeting Minutes:**
Following a motion made by Ron Vogel Jr. and seconded by Jim Nobles, the March 13, 2024 minutes presented, were approved. With no abstentions, the motion carried unanimously.
5. **New Business- Melissa Fleming:**
 - **RFP Committee Recommendations** – Missy explained the RFP process and changes then Ron Vogel Jr. gave a summary and narrative on the work that was done by the Committee.

Following a motion made by Bruce Jones and seconded by Mike Narcavage, the recommendation received from the RFP Committee that Bradford County Action and TreHab, be awarded to serve the Adult and Dislocated Worker programs and the Youth and Earn programs, for their respective counties they currently administer, was approved. The motion carried unanimously with one abstention from Tammy Mowry.
 - **WIOA / EARN Allocations** – Following a motion made by Jason Krise and seconded by Ron Vogel Jr., The Budget WIOA – EARN allocations discussed, were approved. The motion carried unanimously with one abstention from Tammy Mowry.
 - **EO policies / LEP** – Following a motion made by Krystle Bristol and seconded by Jason Krise the EO policies and the LEP policies presented by Bonnie Warner, were approved. The motion carried unanimously with no abstentions.
6. **Youth Committee Update-Jody McCarty:**
Youth Committee Meeting held earlier this morning.
 - Review of the April 2024 Launch! Your Success Report.
 - New Enrollments for PY23 is 14. New enrollment goal for PY23 is 26.
 - NTWDA at 73% of goal for the WIOA 20% Youth Work Experience Expenditure Requirement for PY 2023.
 - NTWDA at 97% for WIOA 75% Out of School Youth Expenditure Requirement for PY 2023.
 - BEP Program and events Update.
 - Mini Grants Update.
 - What's Next Update.
 - Northern Tier Career Connect Website review.
 - Success Stories shared by Trehab and BCA.

7. Northern Tier Reports:

- **Health Care Industry Partnership - HCIP**
 - Working with the Towanda Medical Careers Club to get the trainer CPR, AED and First Aid certified who then will be able to train and certify the students in this club.
 - High School students visited 4th graders to talk about different careers in the medical field.
 - Goal is to replicate this in other schools.
 - Guthrie connected with the Towanda Medical Career Club and students toured various areas in the hospital.
 - HCIP Newsletter update.
 - Assisted 10 students to attend the Dental Assistant Course.
 - Assisted 2 students to get EMT certified.

- **Manufacturing Industry Partnership – MIP**
 - Kick off Meeting was held April 25, 2024.
 - 7 Manufacturers represented.
 - Partnering with NEPIRC to facilitate.
 - Will meet quarterly with education topics
 - Next meeting July 25th.

- **What’s So Cool about Manufacturing**
 - Wyalusing School & Unity Lab – Viewer’s Choice Award.
Will attend ceremony in Harrisburg.
 - Montrose School & Golis Machine – Northern Tier Influence Award.
Will attend ceremony in Harrisburg.
 - North Penn Mansfield School & Tyoga Container – Best Manufacturing Process award.
 - Over 20,000 votes.

- **NTRPDC Business Summit** – June 6, 2024 – Bradford County Public Safety Center
 - Theme – Utilizing Untapped Talent.

- **NADO visit** –
 - Transportational alternatives for Employers discussion

- **Comprehensive Economic Development Study (CEDS)**
 - Will be going out for Public Comment

8. PA CareerLink Highlights (Sonya & Diana)

Bradford, Sullivan, Susquehanna and Wyoming Counties – Sonya Metzger

- Hiring Events.
- Career Fairs and Job Fairs attended.
- Bradford County Job Fair – Over 43 Employers in attendance and over 60 Job Seekers.
- Presentation at the Towanda High School with BCA and CL.
- Mock interviews with SERVE, Inc.
- Upcoming events

Tioga County - Diana Edler

- Ward Manufacturing awarded the WF Valor Award.
- Military and Veterans Open House.
- Training Provider Expo.
- Upcoming Events.

9. Communication/Monitoring (Bonnie)

- LWDB Membership Composition Review.

10. Old Business - None

11. Good of the Order

- Labor Market Info included in packet.

12. Next meeting date/Adjournment - August 7, 2024

The meeting adjourned at 12:05 p.m.

Respectfully submitted,
Nancy Kulick