

*Workforce Development Board Meeting Minutes
January 29, 2025
Bradford County Public Safety Center
29 VanKuren Drive
Towanda, Pa. 18848*

1. The meeting was called to order at 10:30 am by Krystle Bristol and introductions were made.
2. **Those in attendance:** Krystle Bristol, Diana Edler, Kristin Hamilton, James Nobles, Matthew Norton, Jill Payne, Ken Reisinger Jr., Breanna Repard, Chris Roenning, Chery Stanton, Penne Watkins, Kelly White and Roy Dalton.
Those in attendance via Zoom - Rosemary Franssen, Brad Georgetti, Rachel Hauser, Jason Krise, Tammi Mowry, Heather Nelson, Michalene Shirey and Ron Vogel, Jr.

NTRPDC Staff in attendance: Frank Thompson, Melissa Fleming, Jody McCarty, Renae Chamberlain, Bonnie Warner, Patty Sturzen, Rachel Selleck and Nancy Kulick.

3. **Citizens Comments:**

- **Item of Discussion: Vice Chair Position Vacancy -** Due to Krystle Bristol moving from the Vice Chair Person position to assume the role of Chair Person, the Vice Chair position is now vacant. It was agreed upon that Jim Nobles would be appointed to fill the Vice Chair position. However, a formal vote will be postponed until the next WDB meeting, as this item was not listed on the current meeting agenda.

4. **November 6, 2024 Meeting Minutes:**

Following a motion made by Jim Nobles and seconded by Jason Krise, the November 6, 2024 minutes presented, were approved. The motion carried unanimously with no abstentions.

5. **New Business- Melissa Fleming:**

- **WIOA Funds Transfer** – Following a motion made by Jim Nobles and seconded by Ken Reisinger Jr., the request to transfer \$190,000 from the Dislocated Workers Fund to the Adult Fund. The motion carried unanimously with one abstention from Tammi Mowry.
- **WIOA Reauthorization** – Missy informed the Board that the previously proposed Reauthorization Bill has been delayed but is expected to resurface in the future. She noted that Local Workforce Development Boards are actively collaborating with their association to remain proactive in advocacy efforts and to help shape the direction of the legislation when it moves forward.
- **OMB Memo – Funding Pause:**
Missy addressed the Board regarding the recent OMB Memo concerning a pause on federal grants and loans. She noted that the pause has been temporarily lifted, and at this time, operations are continuing as usual.
- **WIOA Local Plan:**
Missy informed the Board that the WIOA Local Plan is due in February. A draft will be submitted, with the goal of presenting it to the Board for approval in June.

6. **Youth Committee Update-Jody McCarty:**

Youth Committee Meeting held earlier this morning. **December 2024 Report:**

- NTWDA at 53% of goal for the WIOA 20% Youth Work Experience Expenditure Requirement for PY 2024
- NTWDA at 96% for WIOA 75% Out of School Youth Expenditure Requirement for PY 2024
- 10 new enrollments PY24.
- Success Stories shared by Trehab and BCA
- 5,388 career education projects completed to date with the help of the Career Coaches
- 80 Employers/Businesses who have connected with students
- Upcoming and Past events discussed
- Bradford/Sullivan Career fair
- Virtual Reality Headsets –
- NT Career Connect – Renea Chamberlain discussed the NT Career Connect and mentioned that the upcoming virtual information sessions
- Mini grants - 11 applications to date

7. Northern Tier Reports:

- **Subcontractor Report** – Missy provided the Board with an explanation of the new report and its key components.
- **Program Updates**
 - **HCIP – Melissa Fleming and Rachel Selleck**
 - Leadership – March 4th
 - Career Club
 - **MIP – Melissa Fleming**
 - NEPIRC presenting Medical Marijuana in the work place in April
 - **WSCM – Rachel Selleck**
 - 9 Manufacturers participating
 - Online voting 4/1/58 – 4/3/2025
 - Norther Tier Influencer award
 - Award ceremony 4/11/2025
- **NTRPDC – Frank Thompson**
 - Business Summit planning in process
 - Labor reports – We are reviewing the data we currently share to determine what information would be most valuable

8. Communications/Monitoring (Bonnie)

- PY24 Monitoring has begun
- PY23 final report – 2 findings
- Case file monitoring, updated Committee what we have done to fix these
- NTRPDC newsletter

9. PA CareerLink Highlights (Penne, Diana)

Bradford, Sullivan, Susquehanna and Wyoming Counties – Penne Watkins – Flyer included in packet

- PA CareerLink Q2 report.
- Penne listed all upcoming events per county
- Continuous Improvement Plan report

Tioga County – Diana Edler – Flyer included in packet

- Military Share event
- Success stories
- Veterans Expo
- Re-entry efforts
- Business Service Teams

10. Old Business – None

11. Good of the Order – Board members shared highlighted events they have going on.

Kelly White – Lackawanna College

- Just started the spring semester, planning fall semester

Patty Sturzen - NTRPDC

- Financial Interest forms, please be sure to get these back to Patty

Roy Dalton – Adams & Associates – Red Rock Job Corp

- Capitol Hill visits

Diana Edler – Bradford County Action

- Will be holding upcoming events to meet staff

Chris Roenning – Sullivan County Planning

- Real Estate Round table

Brad Georgetti – Deer Park Lumber

- Congressman Meuser visiting to discuss tariffs and the impacts

Rosemary Franssen

- Staffing and supply issues

Rachel Hauser – Tri-County Rural Electric Inc.

- Looking to start an Internship/Apprenticeship program for high school students

Tammi Mowry – SCCT

- CDL Scholarships
- LPN Scholarships

12. Next meeting date/Adjournment – May 14, 2025

With no further business before the Board, Krystle Bristol declared the meeting adjourned at 12:17 a.m., followed by a motion made by Chris Roenning and seconded by Jim Nobles. The motion carried unanimously with no abstentions.

Respectfully submitted,
Nancy Kulick