

Workforce Development Board Meeting Minutes
November 6, 2024
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:** Rosemary Franssen, Jason Krise, Sonya Metzger, Tammi Mowry, Maria Nobles, Matthew Norton, Kenneth Reisinger Jr., Breanna Repard, Christopher Roenning, Penne Watkins and Loretta Lininger.

Those in attendance via Zoom: Jonathan Benjamin, Krystle Bristol, Diana Edler, Kristin Hamilton, Rachel Hauser, Brad Hummel, Heather Nelson, Jim Nobles, Jill Payne and Michael Wilson.

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

3. **Citizens Comments:** None.

4. **August 7, 2024 Meeting Minutes:**

Following a motion made by Jason Krise and seconded by Jim Nobles, the August 7, 2024 minutes presented, were approved, with abstentions from Jonathan Benjamin and Tammi Mowry. The motion carried unanimously.

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

- **WDB Chair/Vice Chair** – Missy regrettably announced to the Board the resignation of Mike Narcavage, the WDB Chairman.

Following a motion made by Jim Nobles and seconded by Rosemary Franssen, Krystle Bristol was approved to move from the Vice Chair position of the WDB, to the vacant Chairperson position. The motion carried unanimously with one abstention from Krystle Bristol.

- **WDB Bylaw revisions** – Following a motion made by Jason Krise and seconded by Jill Payne, the WDB Bylaw revisions previously sent to the Board, were approved. The motion carried unanimously.
- **WIOA Local and Regional Plans** –
 - 1st draft is due February 21st, 2025
 - Will be reviewed and discussed at January 29 WDB meeting

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

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

- Success Stories shared by Trehab and BCA
- 6 new participants in the WIOA Program this year
- 803 Career projects completed so far this year with the help of the Career Coaches
- New School participating – Northern Tioga
- Increasing Work-Based Learning Experiences
- Virtual Reality Headsets – 43 students have used the sets to date for the Career Education Exploration Program.
- Upcoming and Past events discussed
- Mini Grants update – Information going out to schools by end of November
- NT Career Connect is online and open for registration

7. **Northern Tier Reports:**

- **Progress Report** – (New) included in Packet

- **Program Updates**

- **HCIP – Melissa Fleming and Rachel Selleck**
 - DEI Training.
 - Continue to Engage Schools about the Medical Career Club
 - Supported the purchase of CPR training equipment to Medical Career Club
- **MIP – Melissa Fleming**
 - Presentation from Apprenticeship and Training Office
 - Penn College - Diversified Manufacturing Pre- apprenticeship Program
 - Commonwealth University - WEDnetPA
- **WSCM – Rachel Selleck**
 - 9 Schools participating
 - Having difficulty getting students to participate
 - Have all returning schools and 9 Manufacturers
- **NTRPDC – Frank Thompson**
 - Social Media BOOST Program
 - Logo Creation Program
 - NTRPDC Annual Meeting
 - NTRPDC Newsletter
 - Grant Projects funded

8. Communications/Monitoring (Bonnie)

- Local Program monitoring has started
- PA Office of EO has conducted the exit interview for PY/23
- PA CareerLink Continuous Improvement Plan Report

9. PA CareerLink Highlights (Sonya, Diana)

Bradford, Sullivan, Susquehanna and Wyoming Counties – Sonya Metzger – Flyer included in packet

- Sonya discussed all the events that took place per county served. (included in flyer)
- Sonya listed all upcoming events per county (included in flyer)

Tioga County – Diana Edler – Flyer included in packet

- Diana discussed all the events that took place in Tioga County (included in flyer)
- Dianna also listed all upcoming events scheduled for Tioga County (included in flyer)
- Working on Re-entry programs

10. Old Business –

- Visit from Secretary of Labor, Nancy Walker

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

Rosemary Franssen – Golis Machine, Inc.

- Business picking up
- Looking for skilled CMC
- Supply Chain issues

Chris Roenning- Sullivan County Planning Office

- Multimodal Grant in Laporte
- Site analysis visit for potential industrial site

Sonya Metzger – Bradford County Action

- Will be doing presentations at the Greater Wyalusing Chamber of Commerce

Maria Nobles – Tioga PA CareerLink Site Supervisor

- Develop Tioga is hosting a Change Maker Award Dinner

Matt Norton - Guthrie

- Meeting with Jason McNett @ PA CareerLink - Looking to better support Veterans and what programs and services are available.

Jonathan Benjamin – Unit Lab

- Continue to look for resources in QC and tech support
- Looking for opportunities to volunteer in the community

Jill Payne – Adams & Associates – Red Rock Job Corp

- Students attending PA WD Symposium

Diana Edler – Bradford County Action

- Develop Tioga hosting a Health and Human Services Day

Tammy Mowry – SCCT

- Scholarship for High School students for CDL Program available
- Adult Scholarship for CDL Program available in January 2025

Frank Thompson – NTRPDC

- Customer Service Skills in Manufacturing
- RPRC listening sessions

12. Next meeting date/Adjournment – January 29, 2025

With no further business before the Board, Krystle Bristol declared the meeting adjourned at 11:55 a.m., followed by a motion made by Jim Nobles and seconded by Jonathan Benjamin. The motion carried unanimously with no abstentions.

Respectfully submitted,
Nancy Kulick