

*Workforce Development Board Meeting Minutes
May 14, 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 Chrissi Hume, Chris Roenning, Jim Nobles, Kelly White, Ken Reisinger, Matt Norton, Gary Perna, Breanna Repard, Diana Edler, Penne Watkins, Sonya Metzger, Maria Nobles, Cheryl Stanton, Jason McNett, Tom Storey and Ashley Frost.

Those in attendance via Zoom – Brad Hummel, Debbie Johnson, Rachel Hauser, Ron Vogel, Jr., Tammi Mowry, Michalene Shirey and Kristin Hamilton.

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

3. **Citizens Comments:** None

4. **January 29, 2025 Meeting Minutes:**

Following a motion made by Jim Nobles and seconded by Chris Roenning, the January 29, 2025 minutes presented, were approved. The motion carried unanimously with no abstentions.

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

- **WIOA/EARN Allocations** – Following a motion made by Jim Nobles and seconded by Matt Norton, the projected WIOA/EARN budget allocations for the upcoming program year (July 1 to June 26), with designated county percentages, were approved. The motions carried unanimously with one abstention from Tammi Mowry.
- **EO policies/LEP** – Following a motion made by Jim Nobles and seconded by Rachel Hauser, the proposed 4 changes to the EO policies/LEP, were approved. The motion carried unanimously with no abstentions.
- **AdHoc Committee Operator RFP** – Following a motion made by Jim Nobles and seconded by Matt Norton, the request to establish and Ad Hoc Committee for the operator RFP review, was approved. The motion carried unanimously with one abstention from Tammi Mowry.
- **Vice Chair** – Following a motion made by Chris Roenning and seconded by Ron Vogel, Jr., the nomination for Jim Nobles to serve as the Vice Chair position, was approved. The motion carried unanimously with no abstentions.
- **WIOA Local Plan** – Approval will be deferred to next meeting pending feedback from state reviewers.

6. **PA CareerLink® Veterans Program** – Jason McNett and Tom Story presented on the Veterans Program and explained all the different services they provide.

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

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

- NTWDA at 78% of goal for the WIOA 20% Youth Work Experience Expenditure Requirement for PY 2024
- NTWDA at 97% for WIOA 75% Out of School Youth Expenditure Requirement for PY 2024

- 17 new enrollments PY24.
- Success Stories shared by Trehab and BCA
- 6,554 career education projects completed with students (7-12) to date with the help of the Career Coaches
- 141 Employers/Businesses who have connected with students
- Upcoming and Past events discussed
- Virtual Reality Headsets –
 - 378 students have experienced the VR simulations with upcoming plans to reach 50 simulations by year end
 - 43 simulations across 12 career clusters
- Mini grants - 24 applications to date – 16 approved
- What's Next –
 - Event held in Montrose for Susquehanna and Wyoming Counties
 - Planning to hold in Tioga County next year
- Manufacturing and Trades Career Camp –
 - Have space for 30 students with 25 pre-registered at this time.
 - 9 Employers participating

8. Northern Tier Reports: Reports in packet

- **WIOA Title / Performance Outcomes report** – On track and meeting performance measures to date
- **Program Updates – Rachel Selleck**
 - **HCIP and MIP– Melissa Fleming and Rachel Selleck**
 - Looking for our next initiatives
 - Discussion of making “What’s so Cool About Manufacturing” a High School club.
 - **Agriculture IP – New-**
 - In the beginning stages
 - Roundtables with Industry Leaders
 - Living Agritourism map
 - Taste of the Region Event – October 4th, 2025 – Alparon Park in Troy, Pa
 - Ag Summit to be planned
- **NTRPDC – Melissa Fleming**
 - Business Summit – June 3rd, 2025 – Bradford County Safety Center

9. Communications/Monitoring (Bonnie)

- 2025 LWDB Recertification
- Local Risk Assessment Results
- ADA and EO monitoring close to completion

10. PA CareerLink Highlights (Sonya, Diana)

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

- Success Stories
- Pop Up – Mobile Services
- Recruitment events and upcoming outreach events.

Tioga County – Diana Edler – Flyer included in packet

- Outreach services
- Annual Job Fair being held October 13th
- Rapid Response updates

11. Old Business – None

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

Maria Nobles

- This is her last meeting as she is retiring as of Friday 5/17/25

Gary Perna

- Meetings being held to discuss Job Corp.
- Community Relations event in August

Ron Vogel, Jr.

- Ward Manufacturing update

13. Next meeting date/Adjournment – August 6, 2025

With no further business before the Board, Krystle Bristol declared the meeting adjourned at 12:18 a.m., followed by a motion made by Jim Nobles and seconded by Matt Norton. The motion carried unanimously with no abstentions.

Respectfully submitted,
Nancy Kulick