

*Workforce Development Board Meeting Minutes
August 6, 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, Roy Dalton, Rosemarry Franssen, Chrissi Hume, Rachel Hauser, Kelly White, Jim Nobles, Chris Roenning, Ashley Russell, Penne Watkins, Breanna Repard, Jocelyn Stroud, Cheryl Stanton, Sonya Metzger, Ken Reisinger Jr. and Matt Norton.

Those in attendance via Zoom - Brad Georgetti, Brad Hummel, Jonathan Benjamin and Ron Vogel Jr, Ashley Frost, Michalene Shirey, Diana Edler 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. **May 14, 2025 Meeting Minutes:**

Following a motion made by Jim Nobles and seconded by Rosemary Frannsen, the May 14, 2025 minutes presented, were approved. The motion carried unanimously with one abstention from Jonathan Benjamin.

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

- A. **WIOA Local Plan** – Following a motion made by Jim Nobles and seconded by Rachel Hauser the four-year WIOA local workforce plan was approved for submission to the Department of Labor and Industry. The motion carried unanimously with no abstentions.
- B. **PA CareerLink® Operator** – Following a motion made by Jim Nobles and seconded by Roy Dalton, the request for Bradford County Action to continue as the PA CareerLink operator was approved. The motion carried unanimously with no abstentions.
- C. **PA CareerLink Continuous Improvement Plan PY25** – Following a motion made by Ron Vogel Jr and seconded by Jim Nobeles the changes to the PA CareerLink Continuous Improvement Plan PY25 as presented, were approved. The motion carried unanimously with no abstentions.
- D. **Budget Discussion** – Missy Fleming discussed the financial impact of the Pennsylvania budget impasse and contingency planning.

6. **Youth Committee Update-Jody McCarty** - Youth Committee Meeting held earlier this morning.
December PY/2024 Report:

- NTWDA at 100% 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.
- 18 new enrollments PY24.
- Success Stories shared by Trehab and BCA.

- 17,175 career education projects completed with students (7-12) to date with the help of the Career Coaches.
- 166 Employers/Businesses who have connected with students.
- Upcoming and Past events discussed.
- Virtual Reality Headsets
 - A total of 470 students has experienced the VR simulations.
- Mini grants - 16 approved totaling \$47,355.94.
- Manufacturing and Trades Career Camp
 - 47 students pre-registered – 30 students accepted.
 - Planning to offer to Susquehanna and Wyoming Counties next year.

7. Northern Tier Reports: Reports in packet

- **BCA Title II Report** – Penne Watkins – Penne provided an overview of the key outcomes achieved between July 1, 2024, and June 30, 2025.
- **NTRPDC Updates** – 2025 Impact award – Frank Thompson shared that NTRPDC received the Aliceann Wohlbruck Impact award from National Association for Development Organizations (NADO) for the Northern Tier Business Education Partnership (NTBEP) Program.
- **Program Updates** – The Board agreed to skip formal program updates in the interest of time.
 - Ag Industry Partnership -Taste of the Region event being held October 4, 2025 at the Alparon Park, Troy, PA.

8. Communications/Monitoring (Bonnie)

- Local Monitoring is complete for PY 2024.

9. PA CareerLink Highlights (Sonya, Diana)

Bradford, Sullivan, Susquehanna and Wyoming Counties – Sonya Metzger - Flyer included in Packet.

- Sonya spoke of PY24/25 highlights.
- Pop Up – Mobile Services.
- Recruitment events and upcoming outreach events.

Tioga County – Diana Edler – Flyer included in packet.

- Outreach services.
- Upcoming Events.

10. Old Business – None

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

Roy Dalton – Business as usual.

Rosemary Franssen – Looking for skilled Machinist.

Rachel Hauser – Struggling to hire IT positions.

Kelly White – Gearin up for the fall semester starting August 25th.

Missy Fleming - Center for Workforce Information and Analysis Forum being held October 21 & 22, 2025 - Flyers will be sent out.

Chris Roenning – Laurel Health has taken over the dental clinic in Laporte and is moving it to Sullivan County.

Cheryl Stanton – Java for Joe's events.

Ken Reisling Jr – L&I data collecting.

12. Next meeting date/Adjournment – November 5, 2025

With no further business before the Board, Krystle Bristol declared the meeting adjourned at 12:05 p.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