

*Workforce Development Board Meeting Minutes
May 13, 2026
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, Jonathan Benjamin, Diana Edler, Rosemary Franssen, Betty Jo Morris, Heather Nelson, Matt Norton, Ken Reisinger, Jr., Breanna Repard, Chris Roenning, Penne Watkins and Ashley Frost.

Those in attendance via Zoom – Brad Georgetti, Kristin Hamilton, Rachel Hauser, Sonya Metzger, Tammi Mowry, Jim Nobles, Michalene Shirey, Ron Vogel, Jr., Debbie Johnson and Jennifer Nestor.

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

3. **Citizens Comments:** None

4. **January 21, 2026 Meeting Minutes:**

Following a motion made by Chris Roenning and seconded by Jonathan Benjamin, the January 21, 2026 minutes presented, were approved. The motion carried unanimously with no abstentions.

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

- **WIOA/EARN Budget Allocations** - Following a motion made by Betty Jo Morris and seconded by Jim Nobles, the WIOA/EARN budget allocations by county, as presented, were approved. The motion carried unanimously with abstentions from Chris Roenning and Tammi Mowry.
- **NT Corrective Actions Policy, NT Discrimination Complaint Policy and the NT EO-Non-Discrimination Policy** – Following a motion made by Matt Norton and seconded by Rosemary Franssen, the NT Corrective Actions Policy, the NT Discrimination Complaint Policy and the NT EO-Non-Discrimination Policy presented, were approved. The motion carried unanimously with no abstentions.
- **WDB Membership** – Missy announced 3 resignations for the WDB, Kelly White, Michael Wilson and Ron Vogel. Replacements for White and Vogel have been identified and are in communications. Several Board members are up for two-year reappointment and will need to complete Conflict of Interest forms that will be mailed out.

6. **Youth Committee Update-Jody McCarty** - Youth Committee Meeting held earlier this morning. March PY/2026 Report included in packet.

- Youth Committee Chairperson vacancy.
- BEP has held 17,000 career education projects for this year.
- Repsol held a Rig Tour.
- **Mini Grants**
 - Career Awareness Mini Grants - 30 applications received, 17 funded to total just under \$50,000.

- **What's Next Program –**
 - 3rd year held to highlight WIOA services.
 - Next event is scheduled to take place May 21st in Tioga County at the Mansfield Fire Hall.
- **Summer Camps.**
 - 4 camps being offered this year.
 - **Carpentry & Robotics Camp** – Johnson College will host a camp at Elk Lake School District for students from Sullivan, Susquehanna and Wyoming Counties.
 - **Healthcare Summer Career Experience:** From June 23rd to 25th, a healthcare-focused camp will be hosted in partnership with Northern Tier Career Center, NTIC, and Guthrie, which will provide a tour.
 - **Agriculture Camp:** From July 14th to 16th, an agriculture-focused camp will be held at North Penn Mansfield High School in partnership with Southern Tioga School. There are currently 23 teams registered with space for 30.

7. Northern Tier Report: Reports in packet

Program Reports

- Missy reported that Adult and Dislocated Worker enrollments are tracking similarly to last year despite reduced funding. Detailed numbers were included in meeting packets.
- **What's So Cool About Manufacturing**
 - The awards ceremony was held on April 10th. Winners included North Penn Mansfield/Wheeling Lumber, North Penn Liberty/Highland Chocolates, and others.
 - The contest received over 34,000 votes, and the top two winners are competing at the statewide competition in Harrisburg.
- **Manufacturing Industry Partnership**
 - A recent meeting highlighted National Apprenticeship Week.
 - A Westlake representative shared apprenticeship best practices and outcomes.
- **Healthcare Industry Partnership**
 - Healthcare camp aligns with the Healthcare Industry Partnership.
 - The next Healthcare Industry Partnership meeting is scheduled for **June 6, 2026**.
 - Rural healthcare workforce issues remain a priority.
- **Agricultural Industry Partnership**
 - An FFA pitch competition is scheduled for May 21, 2026
 - Agriculture camp is part of a longer-term pipeline strategy.

NTRPDC Updates

- WIOA Title Performance Outcome
- Business Summit June 9, 2026 – Guest Speaker Mark Perna
- RHTP update
- Rural & Rooted Competition

8. Communications/Monitoring (Bonnie)

- Letter of compliancy received from L & I Office of Equal Opportunity
- Local monitoring in process.

9. PA CareerLink Highlights (Sonya, Diana)

Bradford, Sullivan, Susquehanna and Wyoming Counties – Sonya Metzger -

- Java for Joe's.
- Woodgrain held 2 Open Interview Sessions.
- PA CareerLink Awareness Days in August & September.
- Upcoming Events

Tioga County – Diana Edler – Flyer included in packet.

- A youth “on the road” tour with two high schools in Tioga County was completed, reaching approximately 100 students.
- New faculty relationships were established at Cowanesque Valley High School.
- PA Career Awareness Day in Tioga County is scheduled for September 16, 2026.

10. Old Business – None

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

Matt Norton – Respiratory Therapist Challenge

Bring your Child to Work Day

Jonathan Benjamin – AI moving fast and changing

Diana Edler – Shores Sisters

Betty Jo Morris – Expand Rig Tours available

Krystle Bristol – Butter Ridge Farm, Dual Enrollment Construction and competitive bidding

Missy Fleming – Inspire Grant update

Penne Watkins – GED Program, Summer Work Program

Breanna Repard – Summer Work Program Planning, Business Services

Heather Nelson – Business Services Provided

Chris Roenning – MOTHS Program update

Jim Nobles – Primary Care Medic Program

Brad Georgetti – Business is struggling and laying 1/3 of staff

Rachel Hauser – Struggling to fill vacant positions. Struggling to get applicants from skilled workers that live locally

Sonya Metzger – Job Fair Success

12. Next meeting date/Adjournment – August 21, 2026

With no further business before the Board, Krystle Bristol declared the meeting adjourned at 12:10 p.m. followed by a motion made by Chris Roenning and seconded by Ken Reisinger, Jr. The motion carried unanimously with no abstentions.

Respectfully submitted,
Nancy Kulick