

*Workforce Development Board Meeting Minutes
February 7, 2024
Bradford County Public Safety Center
29 VanKuren Drive
Towanda, Pa. 18848*

1. The meeting was called to order at 10:30 am by Melissa Fleming and introductions were made.
2. **Those in attendance:** Diana Edler, Brad Georgetti, Kristin Hamilton, Bruce Jones, Jason Krise, Sonya Metzger, Breanna Repard, Chris Roenning and Penne Watkins.
Those in attendance via Zoom: Sarah Fowler, Rosemary Fransen, Rachel Hauser, Heather Nelson, Jill Payne, Michalene Shirey and Ron Vogel, Jr.
NTRPDC Staff in attendance: Frank Thompson, Melissa Fleming, Jody McCarty, Bonnie Warner, Patty Sturzen, Rachel Selleck, and Nancy Kulick
3. **Citizens Comments:** None.
4. **November 1, 2023 Meeting Minutes:**
 - There was not a quorum present therefor the November 1, 2023 meeting will be presented at the next meeting.
5. **New Business- Melissa Fleming:**
 - **Transfer of Funds** – Due to a quorum not being present, a virtual meeting will be held in March to present for approval.
 - **RFP Committee** -The RFP process was explained and are now looking for volunteers to form an RFP Committee, please let Melissa know if you are interested
6. **Youth Committee Update-Jody McCarty:**

Youth Committee Meeting held earlier this morning.

 - Review of the December 2023 Launch! Your Success Report.
 - New Enrollments for PY23 is 1. New enrollment goal for PY23 is 26.
 - NTWDA at 46% of goal for the WIOA 20% Youth Work Experience Expenditure Requirement for PY 2023
 - NTWDA at 97% for WIOA 75% Out of School Youth Expenditure Requirement for PY 2023.
 - Launch Spring Newsletter
 - BEP Program Update
 - Mini Grant Proposals
 - ARISE/TTAP
 - Business Education Coordinator- Lindsay Coleman
 - Virtual Reality Headgear
 - Youth Success Stories shared by Trehab and BCA
 - Finalizing Sub Agreements
7. **Northern Tier Reports:**
 - **Annual Report Highlights:**
 1. **TTAP/Arise**
 - a) BEP in more schools
 - b) NYS Partners
 - c) Future cross boarder events
 2. **Navigate your success** – Rachel Selleck gave an overview of the new website.
 3. **Healthcare Industry Partnership efforts**
 - a) Social Media Campaign
 - b) Healthcare Heroes contest
 - c) Healthcare Career Clubs - piloting in Towanda Area Schools
 - d) Responders Club -4H
 - e) 4 Generations in the workplace workshop
 4. **Success Story** – Mad City Reality Fair

- **Program updates:**
What's So Cool About Manufacturing? (WSCM) – Rachel Selleck
 - a) All schools have toured the paired Manufacturers.
 - b) 8 Schools are participating this year.
 - c) Voting period will be April 8th-10th.
 - d) WSCM Awards Ceremony will be April 12th at 10 a.m. at the Keystone Theater in Towanda, PA.
- **NTRPDC updates: Frank Thompson**
 - a) Full Commission meeting April 19, 2024 at the Eagles Mere Country Club
 - b) NTRPDC new website is coming soon.

8. PA CareerLink Highlights

- **Bradford, Sullivan, Susquehanna, Wyoming Counties-Sonya Metzger:**
 - a) Hiring events
 - b) Job fair April 17th – Wysox Fire Hall
 - c) Keystone Job Fair April 29th
 - d) ESS Hiring events
 - e) Susquehanna Job Fair June 15th
- **Tioga County – Diana Edler**
 - a) Partnering with Develop Tioga
 - b) Hiring Events
 - c) Disability awareness month
 - d) Rapid Response updates
 - e) Business Service Team developed a Business Tool Ki

9. Communications/Monitoring-Bonnie Warner:

Monitoring Updates/Reports:

- a) PY 22 Monitoring report
- b) Local monitoring currently taking place for all NT Programs in all NT counties.

10. Old Business: None

11. Good of the Order:

- June 2023 Labor Market Reports included in Meeting Packet.

12. Next Meeting Date/Adjournment:

The next WDB Meeting date: March 13, 2024. This will be a virtual meeting.

The meeting adjourned at 12:14 a.m.

Respectfully submitted,
 Nancy Kulick