

PARTNER WORK

The Workforce Development Board for the Pittsburgh Area



Building a thriving workforce for the Pittsburgh region.

Board of Directors' Briefing Book

D e c e m b e r 1 2 , 2 0 2 4



David J. Malone
Chair



BOARD OF DIRECTORS

David J. Malone, Chairman
Chairman and CEO, Gateway Financial

Acklin, Kevin
President of Business Operations
Pittsburgh Penguins

Allen, Will
Managing Partner
Magrac Ventures

Barcaskey, Rich
Executive Director
Constructors Association of
Western PA

Bey, Jmar
President
South Hilltop Men's Group

Bullock, Dr. Quintin
President
Community College of Allegheny
County

Caplan, Debra
Executive in Residence
The Forbes Funds

Casoli, Rich
President
Beemac Trucking

Coplan, David A.
Executive Director
Human Services Center Mon Valley

Dalton, Erin
Director
Allegheny County DHS

Dozier, Clarence
Vice President, Safety,
Sustainability, and Fleet
Maintenance
FedEx

Ellsworth, Laura
Partner4Work Vice Chair
Partner in-Charge of Global
Community Service
Jones Day

Gittlen, Ike
Representative
United Steelworkers

Gonzalez, Gabriella
Program Officer
Richard King Mellon Foundation

Harris, Carey
Chief Executive Officer
Literacy Pittsburgh

Holt, Tim
Vice President, Human Resources
UPMC Insurance Services Division

Houser, Crystal
Director, PA Department of Labor &
Industry
Bureau of Workforce Partnerships
and Operations

Huey, Terry
Director
Office of Vocational Rehabilitation

Kelly, Darrin
Partner4Work Secretary
President
Allegheny/Fayette Central Labor
Council, AFL-CIO

LaVallee, Dan
Senior Director, Social Impact
UPMC Health Plan

Massaro, Steve
Partner4Work Treasurer
President
Massaro Construction Group

Mazza, Steve
Council Representative
KML Regional Council of
Carpenters

McEvelly, Katherine
US Head of Human Resources Vice
President
Covestro

McLaughlin, Caitlin
Chief People Person
LaFayette Square

Mendoza, Brandon
Public Policy Executive
Master Builders' Association

Nobers, Jeff
Executive Director
Builders Guild of Western PA

Rendulic, Mark
Market President
Citizens Bank

Stewart, Joshua
Senior Vice President, Head of
Talent Acquisition and Outreach
PNC

Thomas, John
Chief Financial Officer
ECHO Realty

Valentin, Marisol
Executive Director
McAuley Ministries Foundation

Washington, Dr. Nancy
Director, Allegheny Housing
Rehabilitation Corporation

Williamson, Sam
Chair
Urban Redevelopment Authority
Western PA Area Leader, 32BJ
Service Employees International
Union

Wheatley, Jake
Chief of Staff
Mayor Ed Gainey

PARTNER4WORK BRIEFING BOOK

December 12, 2024

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PARTNER WORK

The Workforce Development Board for the Pittsburgh Area

**Partner4Work
Board of Directors' Meeting and
Annual Meeting of TWRIB, Inc.**

8:30 to 10 a.m. December 12, 2024

In Person: 650 Smithfield Street, Floor 2, Pittsburgh, PA 15222

Via Zoom: <https://us02web.zoom.us/j/84429276309?pwd=TFVDd2tiMitZenl6VVF1bS9QdnVHZz09>

1. Welcome and roll call

David Malone, Chair

2. General Business – Consent Agenda

ACTION:

- o **Approve** the minutes of the June 28, 2024 and September 27, 2024 Partner4Work board meetings and the June 14, 2024 and September 13, 2024 Executive Committee meetings.
- o **Accept** all funds since the last Executive Committee meeting
 - \$75,000 Pittsburgh Foundation for Learn & Earn 2025
 - \$45,000 Citizen's Bank for Bankwork\$
 - \$10,000 UPMC Insurance division for Learn & Earn
 - \$5,000 Pittsburgh Penguins for Learn & Earn
 - \$15,000 National Skills Coalition
 - \$1,000 University of Pittsburgh
 - \$1,000 Community Advisory Group
 - \$229.79 ACA lunch
- o **Approve** contracts
 - WIOA**
 - \$20,000 Re:Build TPS I, LLC
 - Building Pathways to Infrastructure**
 - \$67,200 FortyX80, Inc
 - ABA**
 - \$36,666 Dynamic Workforce Solutions
 - Hillman**
 - \$7,500 Women in Tech PGH
 - Build Back Better**
 - \$100,000 Pittsburgh Robotics Network
 - \$71,634 Eos Energy Enterprises, Inc.
 - Management & General**
 - \$4,500 James Jess Grainger
 - \$35,000 Cheryalyn Randall
 - Industry Partnerships**
 - \$6,000 Superior Home Services
 - \$5,000 Familylinks
 - Clean Energy**
 - \$18,907 DMI Companies, Inc.
 - TBD**
 - \$27,000 Re:Build TPS I, LLC

3. Committee Reports

a. Finance Committee

Kristin Kramer, CFO

- i. ACTION:* Approve the Audited Financial Statements for TRWIB, Inc. (Attachment A)
- ii. ACTION:* Approve the Form 990 Submissions for TRWIB, Inc. and RWC (Attachment B&C)
- iii. ACTION:* Transfer PY23 WIOA funding from DW to Adult (\$500,000 City and \$400,000 County)

b. Governance Committee

Deb Caplan, Chair

- i. Board Appointments and Engagement*
- ii. ACTION:* Approve changes to the Bylaws (Attachment D)
- iii. ACTION:* Approve 2025 dates for board meetings (8:30-10:00 am): March 28, June 27, September 26, and December 12 and 2025 dates for the Executive Committee (8:30-10:00 am): March 12, June 13, September 12, December 5

c. Program Optimization Committee

Cat McLaughlin, Chair

4. Learn & Earn

Carl Wesley, Chief Program and Innovation Officer

5. CEO's report

Robert Cherry, CEO

6. Other Board Business

7. Open Forum and Public Comment

Speakers are limited to three (3) minutes

8. Adjournment

MEETING MATERIALS

Minutes of Partner4Work Board of Directors' Meeting

8:30 a.m. June 28, 2024

VIA ZOOM and in person at PA CareerLink Downtown Pittsburgh

Board Members Present

Barcaskey, Rich
Bullock, Dr. Quintin
Caplan, Debra
Casoli, Rich
Coplan, Dave
Dalton, Erin
Dozier, Clarence
Ellsworth, Laura
Gittlen, Ike
Gonzalez, Gaby
Harris, Carey
Holt, Tim
Houser, Crystal
Huey, Terry
Kelly, Darrin
LaVallee, Dan
Malone, David
McLaughlin, Cat
Stewart, Josh
Thomas, John
Washington, Dr. Nancy
Williamson, Sam

Board Members Absent

Acklin, Kevin
Allen, Will
Massaro, Steve
McEvilly, Katherine
Nobers, Jeff
Rendulic, Mark
Wheatley, Jake

Guests Present

Dick, Jeff (L&I)
Ferguson, MaryBeth (L&I)
Higgins, Kiara (Dynamic Workforce Solutions)
Jutca, Alex (Allegheny County DHS)
Kovak, Brian (CMU)
Lampman, Chester (Labor & Industry)
Leisten, Terri (Dynamic Workforce Solutions)
Morrow, Leo (L&I)

Staff Present

Cherry, Rob
Kramer, Kristin
Kreit, Brian
Pajewski, Jennifer
Puskar, Susie
Wesley, Dr. Carl

Board Meeting Minutes

Chair Malone called the meeting to order at 8:32 a.m., announced a quorum present. A link to the agenda was posted in the chat.

- Staff, board members, and guests were asked to acknowledge their participation in the chat feature.

CONSENT AGENDA

No one wished to discuss any item in more detail for separate treatment.

ACTION:

- o **Approve** minutes from the March 29, 2024, Board Meeting
- o **Approve** minutes from the March 15, 2024, Executive Committee, and June 14, 2024, Executive Committee summary
- o **Accept** all funds since the last Board meeting
 - \$308,610 Pennsylvania National Health Emergency Dislocated Worker Grant
 - \$125,000 from JP Morgan Chase for Learn & Earn
 - \$29,000 from the Taco Bell Foundation for Learn & Earn
 - \$60,000 from Bank of America for Learn & Earn
 - \$10,000 from Snee-Reinhardt Charitable Foundation for Learn & Earn
 - \$8,000 from Citizens Bank for Learn & Earn

- o **Approve** contracts

Green Infrastructure

FortyX80, Inc	\$300,000
German American Chamber of Commerce	\$300,000
Dynamic Workforce Solutions	\$75,000
Tri-County WDB	\$75,000
Southwest Corner WDB	\$75,000
Westmoreland Fayette WDB	\$75,000

Learn & Earn

Allegheny County DHS (Braddock Youth)	\$50,225
Bloomfield Garfield Corp	\$25,832

Intro to the Trades

Pittsburgh Gateways Corporation	\$315,000
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Training and Culture (PA CareerLink)

Prodigy Advisors, LLC	\$3,800
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CareerLink East (Relocation)

A Shannon Construction	\$52,038
South Hills Movers, Inc.	\$13,329

Adult Education Services

Literacy Pittsburgh	\$80,000
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Transportation Assistance

Traveler's Aid	\$385,000
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Language Services

Global Wordsmiths	\$25,000
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EARN

Goodwill	\$550,000
D B Grant Associates, Inc.	\$1,700,000
Educational Data Systems, Inc.	\$1,500,000

ZOOM and PA CareerLink Downtown Pittsburgh

WorkReady	
Travelers Aid	\$135,000
Goodwill	\$100,000
D B Grant Associates, Inc.	\$400,000
Educational Data Systems, Inc.	\$700,000
WIOA Adult/Dislocated Worker	
Dynamic Workforce Solutions	\$2,500,000
WIOA Adult	
Goodwill	\$350,000
WIOA Dislocated Worker	
Jewish Family and Community Services	\$120,000
One-Stop Operator	
Equus	\$600,000
BankWork\$	
Energy Innovation Center	\$275,000

- o **Approve** policy revisions, including the new One-Stop Operator Firewall Policy and Lease Threshold Accounting Policy (full policies are included as attachment A)
- o **Approve** revisions to the employee handbook changes to include language around a recovery-friendly workplace and parental leave (Handbook included as attachment B)

The consent agenda was approved on a motion by Tim Holt, seconded by Darrin Kelly. Carey Harris abstained from the Literacy Pittsburgh contract vote and Erin Dalton abstained from the DHS contract vote.

COMMITTEE REPORTS

Finance

CFO Kristin Kramer presented the 2024-2025 annual budget and financial statements. The board discussed changes in the budget and programs for priority populations.

On a motion by Carey Harris, seconded by Deb Caplan, the budget was approved as presented. There were no objections or abstentions.

Program Optimization Committee

Chair Cat McLaughlin presented the slate of proposed Industry Recognized Training Pipeline (IRTP) contracts. These programs require employer participation in the design and implementation of the contracts. Training programs must include guarantee of interview or employment for successful graduates to be considered for funding. The board discussed the closures of Triangle Tech and the Pittsburgh Technical College as opportunities and challenges for the region. Community College of Allegheny County was commended for their work to ensure that students impacted by these closures would be able to finish their degrees with CCAC. Discussion also included opportunities for further engagement with Chambers of Commerce and stackability of credentials.

On a motion by Sam Williamson, seconded by Carey Harris, the IRTP contracts were approved as presented. Dr. Quintin Bullock, Deb Caplan, Tim Holt, and Dan Lavalley all abstained. There were no objections.

Governance and Youth Advisory Committee

Chair Deb Caplan welcomed new board members Jmar Bey, Steve Mazza, and Nadyli Nunez to the board and thanked Chief of Staff Jake Wheatley for their recommendation. She informed the Board that Learn & Earn began last week and that 1,100 young adults have begun jobs in the program. This is a slight reduction in the number of youth employed in previous years and is a result of an increase in the wages for participants as well as the prior depletion of covid-related roll over funding. She also introduced an online resource called Connect4Work for job seekers ages 18 and younger who are looking to work but are either ineligible for L&E due to income or other criteria, want to work year-round, or are on the Learn & Earn waitlist.

Ms. Caplan also presented on the slate of WIOA and TANF year-round youth contracts. WIOA funding is available to Partner4Work to spend over two program years. WIOA youth contracts for PY24-25 will include a slight reduction in total funding to right size funding to spend half of year one funds and half of year two funds. This will enable Partner4Work to provide a more stable and consistent funding level for providers. **On a motion by Tim Holt, seconded by Carey Harris, the WIOA and TANF youth contracts were approved as presented. Dave Coplan abstained. There were no objections.**

ALLEGHENY COUNTY ANCHORED RE-ENTRY SUMMIT

Chief Program and Innovation Officer Dr. Carl Wesley presented on the Allegheny County Anchored Re-entry Summit (ACAR). The event was attended by more than 300 people and sought to build the capacity and ability of employers to hire individuals with justice system involvement. Board discussion included additional opportunities for [connecting employers with resources to hire and retain employees with justice system involvement](#) and examples of companies like A1 and Burgatory, who are doing this well.

TITLE I PRESENTATION

Terri Leisten and Kiara Higgins from Dynamic Workforce Solutions presented on their work on the Title I Adult/Dislocated Worker contract in the Downtown Pittsburgh and Allegheny East PA CareerLink Centers. They shared that the local labor market continues to have low unemployment. This has required a shift in service model to provide ready resources to job seekers. Many job seekers have never considered the public workforce development system as an opportunity to meet their career goals. Individuals do not seek services out through the public system as they did in previous periods of high unemployment. To improve services, Dynamic has helped move both PA CareerLink locations in Allegheny County, increased outreach at special events and in community based organizations, and created flexibility for their customers. Business services have also been a key area of attention, with new metrics in place to track and report on outreach and partnerships. Dynamic continues to prioritize partnerships and improvements to services for job seekers and businesses in their work.

POLICY

Dillon Moore presented on new pending legislation being considered by the Senate Health, Education, Labor, and Pensions (HELP) Committee. This legislation would reauthorize the Workforce Innovation and Opportunity Act. The Senate HELP Committee is taking comment until July 5, 2024 on the proposed legislation. Partner4Work staff will submit comment requesting the prioritization of continued local control for the public workforce system and the reduction of bureaucratic requirements.

CEO REPORT

Rob Cherry informed the board that the DOL Advisory Committee on Apprenticeships, which he chairs, will visit Pittsburgh later this year. The meeting will highlight New Sector apprenticeship opportunities we are building in the region.

PUBLIC COMMENT

There was no public comment.

With no public comment, on a motion from Tim Holt, seconded by Dr. Quintin Bullock, the meeting adjourned at 9:30 a.m. There were no objections or abstentions.



Minutes for Partner4Work Board of Directors' Meeting
8:30 to 10 a.m. September 27, 2024
Via ZOOM and in-person at PA CareerLink East Office

Board Members Present

Allen, Will
Bey, Jmar
Caplan, Debra
Coplan, Dave
Dozier, Clarence
Ellsworth, Laura
Gonzalez, Gaby
Harris, Carey
Houser, Crystal
Huey, Terry
Malone, David
McEvilly, Katherine
McLaughlin, Cat
Nobers, Jeff
Rendulic, Mark
Stewart, Josh
Valentin, Marisol
Washington, Dr. Nancy
Wheatley, Jake
Williamson, Sam

Board Members Absent

Acklin, Kevin
Barcaskey, Rich
Bullock, Dr. Quintin
Casoli, Rich
Dalton, Erin
Gittlen, Ike
Holt, Tim
Kelly, Darrin
LaVallee, Dan
Massaro, Steve
Mazza, Steve
Mendoza, Brandon
Thomas, John

Guests Present

Dick, Jeff (L&I)
Handlovich, Melissa (PA CareerLink®)
McCartney, Alexis (PA CareerLink®)
Morrow, Leo (L&I)
Upchurch, Chris (PA CareerLink®)
Angela (guest speaker for Literacy
Pittsburgh)

Staff Present

Cherry, Rob
Christiansen, Mayada
Kramer, Kristin
Puskar, Susie
Wesley, Dr. Carl
Woods, LaDonna

Board Meeting Minutes

Chair Malone called the meeting to order at 8:33 a.m., and announced a quorum present.

CONSENT AGENDA

Dave Malone requested Dr. Carl Wesley provide an overview of the TANF EARN & Work Ready Vehicle Purchase Pilot Policy prior to approval. No one wished to discuss any other items in more detail for separate treatment.

ACTION:

- **Accept** all funds since the last Executive Committee meeting
 - \$15,000 National Skills Coalition
 - \$15,500 Sustainable Pittsburgh
 - \$45,000 Citizens Bank for BankWork\$
 - \$10,000 Dewalt Grow the Trades

Corporate Learn & Earn Contributions:

 - \$10,000 UPMC Corporate Learn & Earn
 - \$5,000 Jones Day Corporate Learn & Earn
 - \$5,000 Power Recovery Corporate Learn & Earn
 - \$5,000 Pittsburgh Penguins Corporate Learn & Earn
 - \$5,000 Pittsburgh Pirates Corporate Learn & Earn
 - \$5,000 David L Lawrence Convention Center Corporate Learn & Earn
 - \$5,000 Levy Restaurants Corporate Learn & Earn
 - \$5,000 Sports & Exhibition Authority Corporate Learn & Earn
- **Approve contracts**
 - Learn & Earn**
 - Allegheny County DHS \$42,815
 - Neighborhood Learning Alliance \$36,000
 - Building Pathways to Infrastructure**
 - Green Building Alliance \$25,000
 - FortyX80 Inc \$48,105
 - ARC**
 - Dynamic Workforce Solutions \$5,586
 - Hillman**
 - A1 Resources, LLC \$52,500
 - Keen360 \$197,150
 - National Fund Workforce Solutions \$17,000
 - Youth State Re-Entry**
 - All State Career School \$18,750
 - Landforce \$20,480
 - Phase 4 Learning Center \$25,000
 - Build Back Better**
 - Near Earth Autonomy, Inc \$68,000
 - Eos Energy Enterprises, Inc. \$70,756
 - Advanced Construction Robotics \$20,000
 - Management & General**
 - Event Horizon Ventures LLC \$40,000
 - Melissa Seldin Consulting \$28,500
 - Industry Partnerships**

Diversity Way-Maker Consulting LLC \$40,000

Trying Together \$25,000

Building Performance Architecture \$10,000

DWG Opioid

Dynamic Workforce Solutions \$32,214

- **Approve** policy revisions, including the new Opioid DWG program policies and EARN/Work Ready policy (full policies are included on page 14)

The consent agenda was approved. Laura Ellsworth abstained from acceptance of the Jones Day Corporate Learn & Earn Contributions and Debra Caplan abstained from the acceptance of the UPMC Corporate Learn & Earn Contributions.

COMMITTEE REPORTS

Program Optimization Committee

Chair Cat McLaughlin presented on how the committee is working to improve service integration across TANF, EARN, Work Ready, and WIOA programs, aiming to enhance client and employer services while reducing administrative costs. A preliminary change management plan is under review by program partners, targeting a full rollout of integrated services by July 2025. WIOA performance outcomes for fiscal year 2023 were reviewed by the committee and are available in the Briefing Book. Recent policy updates by the Pennsylvania Department of Labor and Industry allow local boards more flexibility in committee structuring, including merging Youth and Program Optimization Committees. This decision will be discussed in December. The State Department of Labor and Industry has renegotiated WIOA performance targets with the Federal Department of Labor, which local areas must now adopt. These targets—covering employment, wages, credentials, and skill gains—are on page 13 of the Briefing Book. Most targets are flat or slightly increased from previous years.

On a motion by Cat McLaughlin, seconded by Debra Caplan, the Negotiated WIOA Performance Levels for PY24 and PY25 were approved without any objections or abstentions.

Youth Program Committee

Chair Debra Caplan presented on the Learn & Earn program in which 1,100 youth participated and 949 completed. Nearly 60% of participants were from the city, with the remainder from the county. A few were offered jobs post-program, highlighting its positive impact on employability. However, challenges like waitlists, limited budget placements, attendance, and timesheet management were noted. Looking ahead, 2025 plans include a career pathways model for workforce development: younger participants (ages 14-15) will focus on foundational skills, while older youth (ages 16-17+) will gain work experience and certifications. The work-readiness curriculum now includes communication, time management, problem-solving, and professionalism. Partner4Work will take on payroll responsibilities, orientations, and implement electronic timesheets in 2025. Additionally, Career Ready Allegheny, a new resource platform for educators and businesses in the region, has been created in partnership with the Allegheny Intermediate Unit, Department of Education, Consortium for Public Education, and Remake Learning.

Dr. Carl Wesley introduced Mayada Christiansen, who presented on the Career Ready Allegheny Platform. Mayada discussed how employers face significant challenges in engaging young people in career education, especially during the school year, due to the scale of coordinating with 43 districts and 272 schools in Allegheny County. Partner4Work is addressing this by collaborating with the Allegheny Intermediate Unit, local workforce boards, and initiatives like Career Ready PA to bridge the gap between employers and educators. Updated Pennsylvania career education standards now emphasize labor market knowledge, positioning workforce boards as essential partners for career education. Locally, the focus on work-based learning aims to give 11,000 of the

county's 44,000 high school students hands-on industry experience through job shadowing, internships, and pre-apprenticeships. Many of these experiences will be facilitated by districts. These experiences help students make informed career choices and allow businesses to showcase diverse career opportunities, building a future workforce pipeline.

Title II presentation

Carey Harris, CEO of Literacy Pittsburgh, provided the annual Title II presentation highlighting the ongoing impact of adult education programs in Allegheny County, where over 110,000 residents have limited English proficiency, 13% have low literacy, 22% face numeracy challenges, and about 50,000 lack a high school diploma. Programs offered through Literacy Pittsburgh, Goodwill of Southwestern Pennsylvania, and the Allegheny County Intermediate Unit provide college and career readiness, English language instruction, and family literacy support, with instruction primarily from paid educators and over 500 volunteer tutors. Enrollment and educational outcomes have steadily improved over the last four years, with notable increases in employment and educational advancements, though high school equivalency achievements saw a decline in PY 23-24. These services are crucial in addressing educational gaps and enhancing workforce readiness in the region.

Carey introduced Angela, a guest speaker, who shared her personal journey of receiving support from Literacy Pittsburgh. With an associate's degree in Pedology and years of experience caring for youth with various diagnoses, she sought out digital skills classes at Literacy Pittsburgh. Her aim is to transition into an administrative role in healthcare, which would help her and her husband achieve greater financial stability. Through these classes, Angela has earned multiple digital certificates and is actively progressing toward her career goals.

CEO's report

Rob Cherry provided a recap of the Department of Labor Advisory Committee on Apprenticeships meeting held in Pittsburgh earlier in September. During this meeting, committee members visited key sites, including the airport, Parkway West, and the Carpenters Training Center. A major highlight was the launch of the first Electric Vehicle (EV) Technician Registered Apprenticeship, marking a pivotal step in workforce innovation. Rob also shared details on the upcoming visit of Acting Secretary of Labor, Julie Su, along with his recent policy meetings with elected officials at the DC Fly-In, hosted by the Allegheny Conference. Furthermore, he discussed his role in a Pittsburgh delegation that traveled to Manchester, United Kingdom, to explore and compare workforce development systems, bringing valuable insights back to Pittsburgh.

Open Forum and Public Comment

There was no open discussion or public comment.

The meeting adjourned at 10:02 am and attendees were offered an optional tour of the new PA CareerLink® Pittsburgh/Allegheny County Allegheny East facility.

Executive Committee Minutes from June 14, 2024

Attending: Caplan, Ellsworth, Malone, Massaro

Absent: Belechak, Dalton, Kelly, McLaughlin, Wheatley

Staff: Cherry, Kramer, Kreit, Pajewski, Puskar, Wesley

The meeting was called to order at 8:40 a.m.

Consent Agenda

There was not a quorum present. It was decided that the consent agenda would move to the full board meeting on June 28, 2024.

Financial Report and Dashboard Review

Kristin Kramer presented the budget for 2024-2025 and dashboard report. Partner4Work is in a strong cash position moving into the next program year, projecting a slight increase in overall budget.

Youth and Learn & Earn Updates

Debra Caplan reported on full youth program contracting and Learn & Earn. Six WIOA Youth providers and 12 TANF Youth providers are recommended to receive contracts beginning July 1, 2024. These providers are all current providers being recommended for extension. Learn & Earn is off to a great start. As in the past two years, youth are being paid more than minimum wage. While for two summers this shift was supported with additional carry over funding, the budget in 2024 will require a reduction in the number of youth employed. A full report on the program will be available at the September meeting.

Program Optimization Updates

Carl Wesley discussed the recently closed Industry Recognized Training Program procurement. Eighteen proposals were received in industries including construction, financial services, healthcare, IT, and others. Ten proposals are recommended for funding beginning on July 1, 2024.

Policy Updates

Susie Puskar shared policy updates recommended for approval to improve supportive service accessibility, revise language in eligibility policies to align with new State guidance, create vouchers for TANF recipients for training, and create a new firewall policy for the One-Stop Operator. The firewall policy is required as the same organization (Equus) plays the role of One-Stop Operator and service delivery provider.

CEO Update

Rob Cherry outlined Partner4Work's expanding role through state and national leadership appointments and presentations. He also discussed shifts in the local labor market and the closing of Triangle Tech and Pittsburgh Technical College.

There was no public comment.

The meeting adjourned at 9:43 a.m. The Committee adjourned to an executive session to discuss a personnel matter.

Executive Committee Minutes from September 13, 2024

Attending: Belechak, Caplan, Ellsworth, McLaughlin, Malone, Massaro

Absent: Dalton, Kelly, Wheatley

Staff: Cherry, Kramer, Kreit, Puskar, Wesley, Woods

The meeting was called to order at 8:31 a.m.

Consent Agenda

Consent agenda items included approval of minutes, accepting funds, and approving contracts.

On a motion by Steve Massaro, seconded by Debbie Caplan, the agenda as presented was approved. There were no abstentions or objections.

Financial Report and Dashboard Review

Steve Massaro provided a meeting summary of the last Finance Committee meeting on September 6, 2024.

Kristin Kramer presented the dashboard report, highlighting a decrease in WIOA Youth, Adult, and Dislocated Worker expenses compared to the prior year, while Sector Strategies expenses increased by \$781,000 due to new program initiatives. Budget tracking will be added to the Expense Comparison bar graph in the dashboard moving forward, which was an action suggested by the Finance Committee.

Youth Advisory and Learn & Earn Updates

Debra Caplan gave a summary of the latest Youth Advisory Committee meeting, where they reviewed the restructuring of Partner4Work committees, last year's performance, retention rates, and job placement statistics. She also mentioned that the Career Ready Allegheny website will launch next week, providing youth access to over 6,000 training programs and 130 credentials through SkillUp PA. Additionally, there was a discussion on using AI to streamline reporting and data analysis.

Program Optimization Updates

Cat McLaughlin talked about the opportunity to restructure committees in 2025, aiming to enhance visibility and foster collaboration between youth and adult programs. She addressed the need to standardize processes across all programs and outlined updates to the procurement process. Additionally, she emphasized the productive discussion on improving program metrics. There was a discussion on a potential survey of the board to identify areas of improvement, which will be a topic at the next Governance meeting.

Policy Updates

Susie Puskar provided policy updates, starting with a TANF/Work Ready Vehicle Purchase pilot, which will use TANF funds to help participants buy their first vehicle. To qualify, participants must demonstrate that owning a vehicle would significantly improve their access to employment compared to relying on a bus pass. The second update focused on the Opioid Dislocated Worker grant, which requires new policies. These policies mirror WIOA policies. On a motion from Cat McLaughlin and a second from Debbie Caplan, the policies were unanimously approved to go to the full board. There were no abstentions.

CEO Update

Rob Cherry provided an overview of the Department of Labor Advisory Committee on Apprenticeships meeting which was held in Pittsburgh this week, highlighting site visits to the Airport, Parkway West, Carpenters Training Center, and CCAC where committee members were able to connect with apprenticeship programs in our region. He also discussed his future travels to Washington, DC, organized by the Allegheny Conference, to meet with elected officials in Pennsylvania and across the country. He also discussed efforts to build apprenticeship

programs with upcoming construction projects in Pittsburgh, applying for the next round of EDA Good Jobs Challenge funding with a focus on clean energy and battery storage, as well as his recent trip to Manchester, England with a Pittsburgh delegation to compare workforce systems.

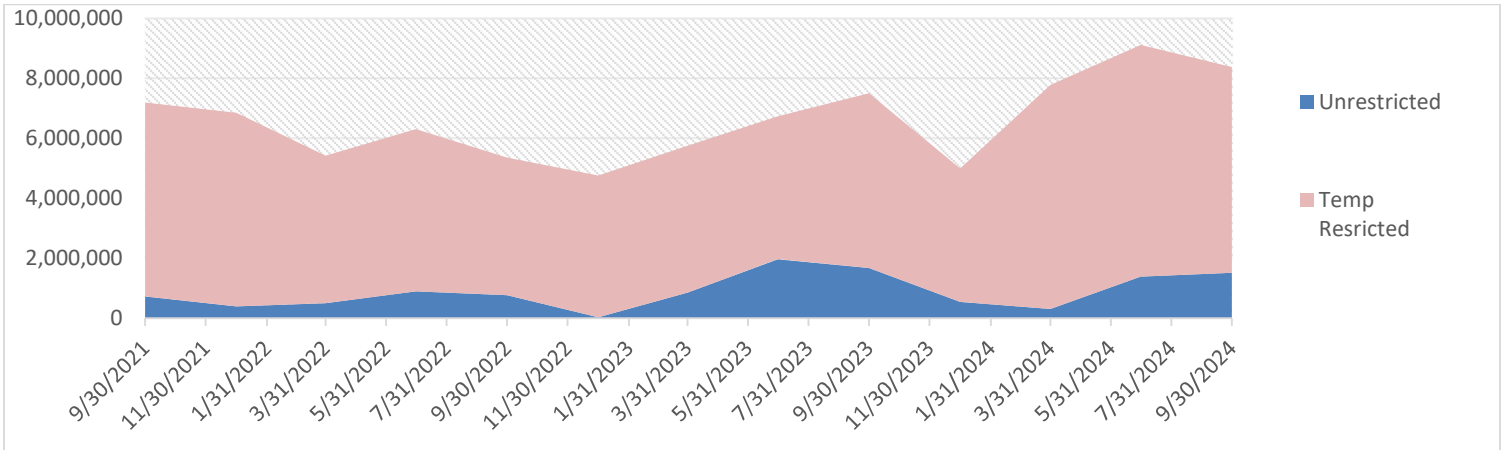
There was no public comment.

The meeting adjourned at 10:00 a.m.

FISCAL DASHBOARD

Dashboard Report

Cash Flow Unrestricted and Temp Restricted Funds



Current Assets, Liabilities & Equity

Cash:

Temp Restricted \$6,875,405

Unrestricted \$1,511,447

Total Cash \$8,386,852

Line of Credit secured by Money

Market

\$0 of \$500,000

Other Current

Assets

Prepaid Expenses \$41,790

Prepaid Insurance \$20,025

Unbilled Receivable \$16,169

Security Deposit \$6,067

Fixed Assets Net of Depreciation \$103,381

Right of Use Asset – Operating Lease \$1,643,936

Liabilities

A/P \$5,024,618 (\$4,881,728 due to subrecipients)

Accrued Vacation/Payroll \$114,136

Accrued Contract Liability \$0

Right of Use Liability-Operating Lease (current & long term)\$1,695,505

Equity

Unrestricted Net Assets \$849,305

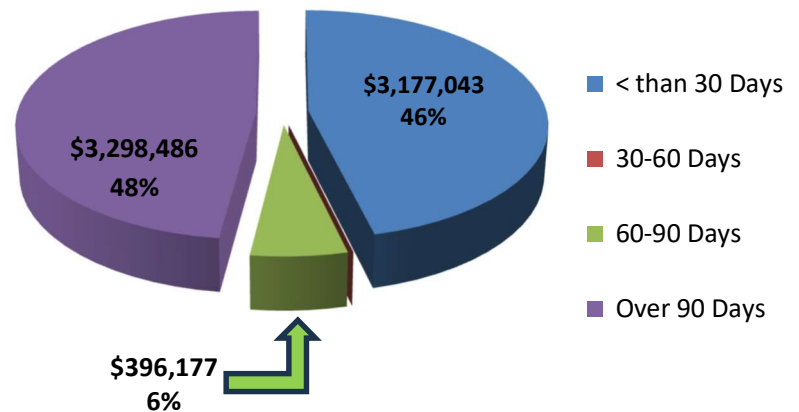
Temp Restricted Net Assets \$10,282,423**

Net Income (\$892,231)

**Career Link \$57,701; M&G \$131,660; Sector Strat. \$4,268,842; Adult TANF \$3,509,731; L&E \$2,314,489

This is reflective of activity through 7/1/2024

Partner4Work Accounts Receivable \$6,871,706

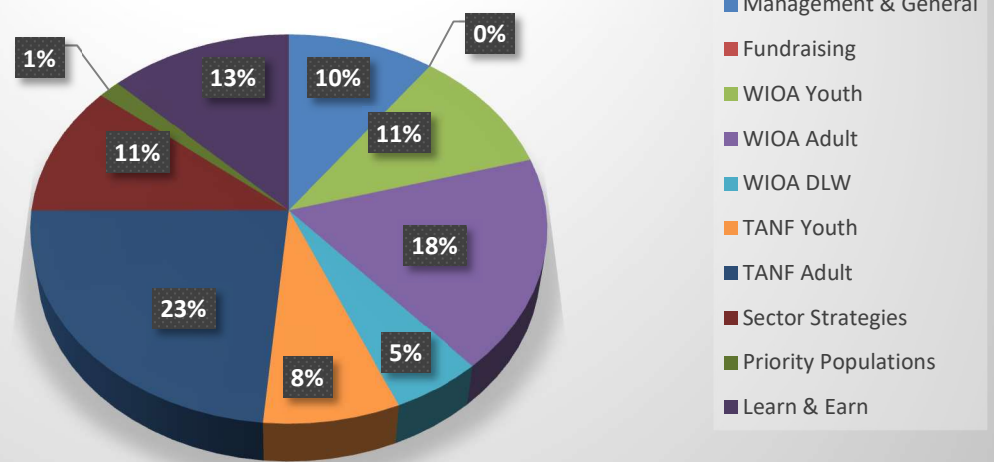


Items over 90+ days: Midwest Urban Strategies \$36,509; Dept of Health & Human services \$707,539*
UPMC \$10,000*; DHS \$8,437*; City of Pittsburgh \$336,000; County of Allegheny \$2,200,000 *marked as pd

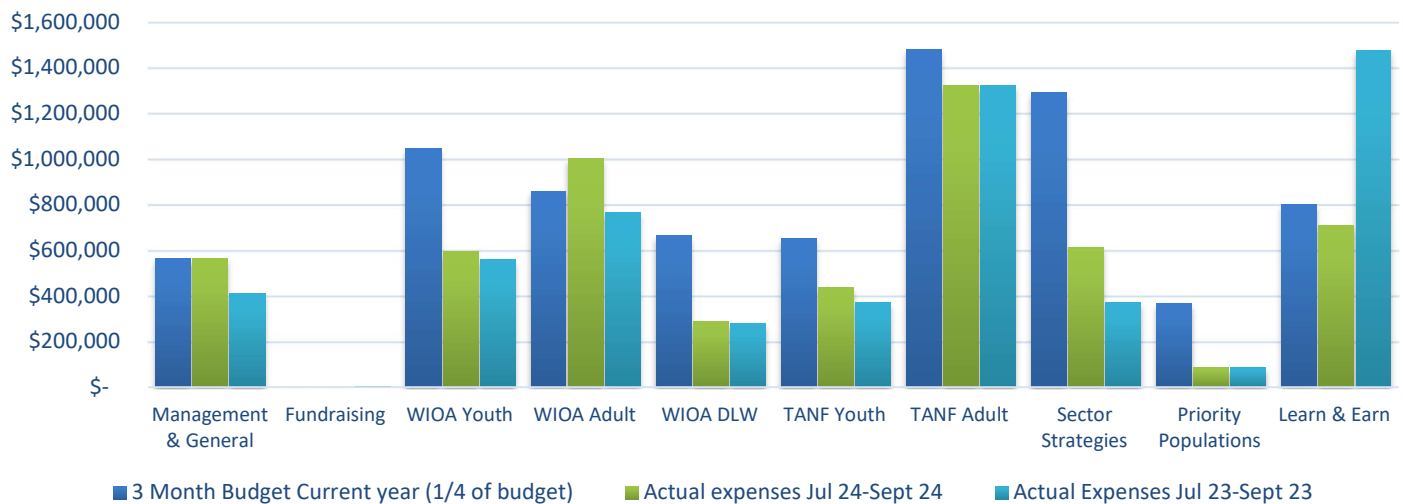
Dashboard Report Continued

Expense section

Total Partner4Work Expenditures \$5,626,647



3 Month Budget and Expense Comparison



Comments

- **Management & General:** Expenditures are in line with current budget projections.
- **WIOA Programs:** Youth program spending aligns with seasonal trends, while Adult program spending shows early invoicing by providers. Proposed shifts from DW to Adult will balance program spending.
- **TANF Youth and Adult:** Below budget due to delays in hiring and direct program expenses.
- **Sector Strategies:** \$240K increase from prior year, \$678K below budget due to direct program expenses and positions unfilled.
- **Learn & Earn:** \$770K below prior year and \$94K below budget due to timing of provider invoices
- **Conclusion:** The financial outlook for Partner4Work reflects anticipated variations tied to program timing and allocations. Efforts are ongoing to resolve aged receivables and align program expenditures with budget expectations as the fiscal year progresses.

PROGRAM UPDATES

Advance and deliver effective, inclusive, and user-centered programs that build a stronger regional workforce.

- Partner4Work served 2,475 participants through various programs, including 679 in WIOA Adult and Dislocated Worker programs, 904 in TANF-funded services, 484 in WIOA Youth programs, and 408 youth in TANF initiatives. Key achievements include:
 - 300 youth in work-based learning, 81 in paid work experiences, and 144 pursuing high school diplomas.
 - 56 youth and 17 adult participants earned industry-recognized credentials; 171 youth and 118 adults gained employment.
 - 183 participants joined industry-recognized training programs.
- **Programs Supporting Priority Populations:** Efforts are expanding access for individuals facing employment barriers. Adults recovering from opioid addiction will receive integrated workforce services in 2025. The Young Adult Reentry Program (YARP) supports justice-involved young adults with industry-recognized training, while the Fair Chance Hiring Initiative builds pathways for justice-impacted individuals. Employer education on the Work Opportunity Tax Credit (WOTC) continues to gain traction.
- **EARN/ Work Ready Program:** Partner4Work has released a procurement to integrate EARN & Work Ready Programs into PACareerLink. These programs are supported through the Department of Human Services and are specifically to provide workforce development services to support families who receive public assistance in the form of direct benefit payments or food stamps. By integrating the services into PA CareerLink, EARN & Work Ready clients will benefit from more direct access to the services provided by the core partners and PA CareerLink customers will benefit from having more direct referral connections to social service agencies who may be positioned to offer supportive services as needed. Responses to the procurement are due in January.

Success Story: Eugene D.

Eugene is an ambitious 24 year old who came from a tumultuous home environment. Throughout school, he was always at the top of his class, but in high school his grades began to plummet. After high school, he was incarcerated.

While incarcerated, Eugene decided it was time to make a change. Eugene came back to his neighborhood of Homewood, PA and decided to enroll in the Trade Institute of Pittsburgh to complete his journey. The Trade Institute felt like home to him. He joined the Masonry program and excelled. Eugene says, “[The staff at TIP] are truly amazing and very humble! I love them so much & appreciate them for giving me an opportunity. I'm forever grateful to having them as a part of my life! I graduated from TIP and got HIRED for TIPX (TIP's Social Enterprise Transitional Jobs Program)! I recently got promoted & hope to be able to teach what I was taught one day!”



Convene and influence local leaders to support data-informed decision-making and fieldwide innovation.

- Regional planning process
 - The Workforce Innovation and Opportunity Act (WIOA) requires local workforce development boards (LWDBs) and chief elected officials to engage in an integrated regional and local workforce planning process prepare a single collaborative regional plan that incorporates local plans for each of the local areas within the given workforce planning region. These plans serve as four-year action plans to develop, align, and integrate service delivery strategies to support the Commonwealth's vision, strategic and operational goals.
 - PartnerWork is currently collaborating with the other local workforce development boards in the Southwest Planning Region (Southwest Corner, Tri-County, & Westmoreland-Fayette) to develop new 4-Year WIOA Regional and Local Plans (effective PY 2025 - PY 2028). This process will include the following:
 - Initial WIOA Regional and Local Plan Draft Submissions to the PA Department of Labor and Industry (February 2025)
 - Release for 30-Day Public Comment Period (Expected May 2025)
 - Final Chief Elected Officials and Local Board of Directors Approval of WIOA Regional and Local Plans (June 2025)
 - Effective Dates of WIOA Regional and Local Plans (July 1, 2025 - June 30, 2029)
- K-12 Workforce Development Highlights
 - *Career Ready Allegheny (CRA)*:
 - 16 schools are signed up as active users of CRA. In December, staff will meet with school district superintendents at the AIU to formally introduce the CRA platform and expand its reach.
 - Additional work-based learning opportunities are expected to be added by early December.
 - *Youth Systems Build Initiative*:
 - Partnering with Goodwill, Auberle, and the Consortium for Public Education, this initiative supports the implementation of the Future Ready Leaders group at **McKeesport High School** and **Woodland Hills High School**.
 - **South Allegheny High School's** Future Ready Leaders group invited participation, a recent session was conducted with 11th and 12th graders on employability trends and preparation for today's workforce.

Success Story: Pittsburgh Student Career Education Council

In 2024, Partner4Work led a community team that was invited by the U. S. Department of Labor to participate in the Youth Systems Building Academy. Partner4Work, Goodwill, Auberle, the Consortium for Public Education and Woodland Hills School District collaborated with cohorts across the country to devise ways to strengthen our local youth career education system, with the largest priority being to bring youth voice into the center. As a first action step, eight young people who were employed through Learn & Earn worked to shape the future of career education in their schools. Youth participants

spent five weeks developing a comprehensive framework for career education, including creating a presentation for school administrators and community partners, and a reference guide to communicate their vision to the general public.

Youth participants formed the Pittsburgh Student Career Education Council and utilized a curriculum based on human-centered design practices to understand the career education landscape as it stands, what barriers exist for schools, employers and students, and what their schools could implement to bolster their own career education structure.



This model holds the potential to be scaled across communities and schools throughout Pittsburgh and Allegheny County, ensuring long-term sustainability and impact.

- Partner4Work's Construction Industry Partnership is a national example of collaboration and innovation. **The 4Construction model** has advanced innovation while identifying avenues for expansion. Recent activities showcase its adaptability and commitment to workforce development in the construction trades:
 - The PIT2Work program recently celebrated the graduation of its sixth cohort. Conversations continue with the Airport Authority on next steps for the program with the conclusion of the Terminal Modernization Project planned for 2025.
 - In Spring 2025, the 4Construction model will expand to its second and third locations with the inaugural UPMC Toolbox Presby Hospital Tower construction project and collaboration with PJ Dick for the Music Venue Project in the Lower Hill District.
- Partner4Work was a key sponsor of the [Pittsburgh Business Times Workforce Development Guide](#), a publication that shares success stories in workforce development, opportunities for policy change and for new ways of thinking, and information on programs and services. The Guide features many long-time partner programs and agencies, as well as emerging best practices in workforce development in the region.

Expand our name recognition, credibility, and value proposition among our key partners.

- Partner4Work hosted two visits from Acting Secretary of Labor Julie Su in October 2024.
 - At one visit, Acting Secretary Su, joined by Deputy Assistant Administrator for EPA, Cliff Villa, announced DOL funding for the Women in Apprenticeship and Nontraditional Occupations (WANTO) Grant program. Partner4Work is a subrecipient on two WANTO grants, one with local partner Catalyst Connection to

focus on increasing accessibility for advanced manufacturing careers and one with national partner Chicago Women in the Trades (CWIT) to focus on increasing accessibility for careers in construction. At this visit, Acting Secretary Su and Deputy Assistant Administrator Villa also celebrated long-time Partner4Work partner Landforce for the work they do to build careers in land maintenance for individuals facing systemic barriers to employment.

- At the second visit, Acting Secretary Su joined the German American Chamber of Commerce, Pittsburgh Chapter; CCAC; Partner4Work; Hillman Foundation; and Southwest Corner Workforce Development Board in cutting the ribbon on the first in the nation registered apprenticeship program for Electric Vehicle Technicians. Recruitment has begun for a cohort beginning in spring 2025. Acting Secretary Su also helped announce, in partnership with Mayor Gainey's Office, expansion of pre-apprenticeship programming in construction on the music venue project in the Hill District.
- National Skills Coalition Infrastructure Academy
 - Partner4Work was selected to participate in the National Skills Coalition's (NSC) Infrastructure Equity Policy Project. Through this initiative, NSC will work with Partner4Work and partners in 10 other states to develop state policy recommendations that aim to increase the number of training and support programs that prepare workers for infrastructure and clean energy jobs—with a strong focus on increasing racial and gender diversity within these programs—so states can cultivate a strong, diverse, and multigenerational workforce. Partner4Work's advocacy efforts will focus on strengthening industry partnerships programming Pennsylvania.
 - As an initial advocacy success, the most recent round of Industry Partnership grants from the PA Workforce Development Board set higher levels of funding available for regional industry partnerships compared to local workforce development boards applying as a single workforce development area.

Bolster our organizational infrastructure to support innovative programs and sustainable impact.

- Capacity building efforts to fill key staff roles continue:
 - Have recently hired and onboarded multiple key staff: Industry Liaison, Manufacturing; Youth Program Specialist; Adult Program Manager; and Job Quality Initiatives Coordinator
 - Still building capacity in Communication, Fund Development and Program
- Staff have strengthened process to maintain compliance with federal and state regulations to support innovative programs and drive sustainable impact. Staff have implemented and continue to refine a new proactive data-driven approach to data-entry monitoring. BWDA's WIOA reviews of P4W's procurement, subcontracting, policy, and service delivery showcased zero findings and only one area of concern.

Paid and Earned Media:

[CCAC's 3 new flexible short programs will help students land in-demand jobs, thanks to a Citizens grant](#), Pittsburgh Union Progress, September 22, 2024

[Why national leaders keep booking trips to model Partner4Work's future of work](#), Pittsburgh Business Times, September 23, 2024

[Pittsburgh nonprofit receives federal grant funds to bring more women into manufacturing](#), WESA, October 3, 2024

[DOL acting secretary Julie Su visits Pittsburgh to celebrate \\$2.3B of federal workforce investment under Biden-Harris administration](#), Pittsburgh Business Times, October 2, 2024

[Getting things done: Federal grant to help women get manufacturing jobs](#), Pittsburgh Union Progress, October 3, 2024

[More African Americans building careers in the trades...PIT2Work celebrates one-year anniversary](#), Pittsburgh Courier, October 7, 2024

[Shapiro Administration Promotes Investments in Apprenticeship Programs, Debt-Free Career Pathways at Pittsburgh Healthcare Expo](#), PA.gov, October 18, 2024

[Investments in apprenticeship programs promoted](#), Huntingdon Daily News, October 20, 2024

[Pittsburgh Healthcare Expo promotes apprenticeship programs, debt-free career paths](#), Morning Times, October 21, 2024

[City of Pittsburgh and federal leaders announce 3 new Workforce Hub initiatives](#), Pittsburgh Business Times, November 1, 2024

[New investments to promote job growth in underserved communities in Pittsburgh](#), Pittsburgh Post-Gazette, November 1, 2024

[First registered EV Technician apprenticeship starts engine at CCAC](#), WESA, November 1, 2024

[State awards nearly \\$86 million in grants for local projects, including Bakery Square expansion](#), Pittsburgh Post-Gazette, November 4, 2024

[Fact Sheet: White House hosts 'Classroom to Career' Summit, Celebrates Successful Efforts to Expand High Quality Career Pathways and Workforce Development Programs in Every Community](#), White House, November 13, 2024

PARTNER WORK

Allegheny County Labor Market Update

2024: 3rd Quarter

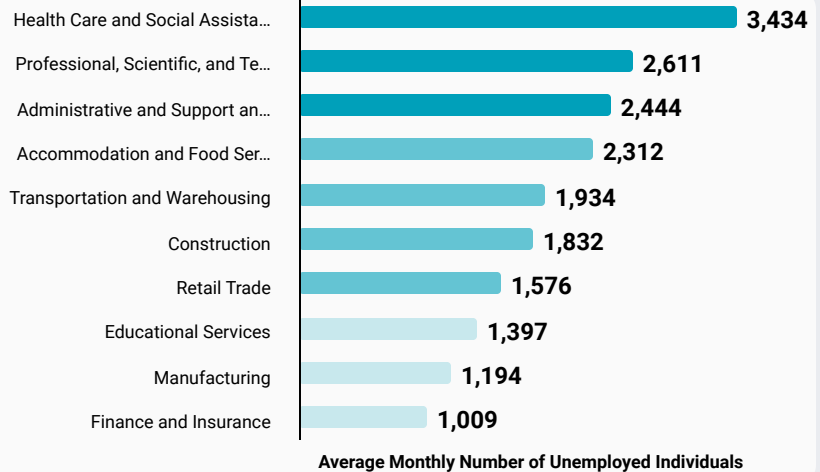
Quarterly Labor Market Facts*

Total Employment	617,556
Labor Force	640,987
Unemployed	23,431
Unemployment Rate	3.7%
Labor Force Participation Rate	63.1%

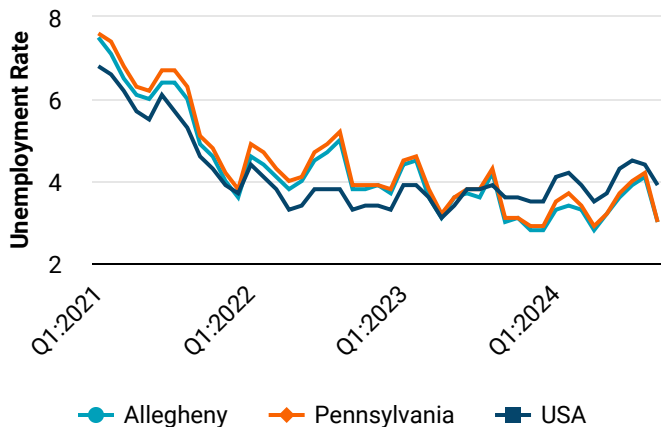
* Quarterly statistics were calculated using a three month average. Data is not seasonally adjusted, and may contain preliminary values.

**Methodology for calculating rates for Allegheny County has been updated to include only "noninstitutionalized populations".

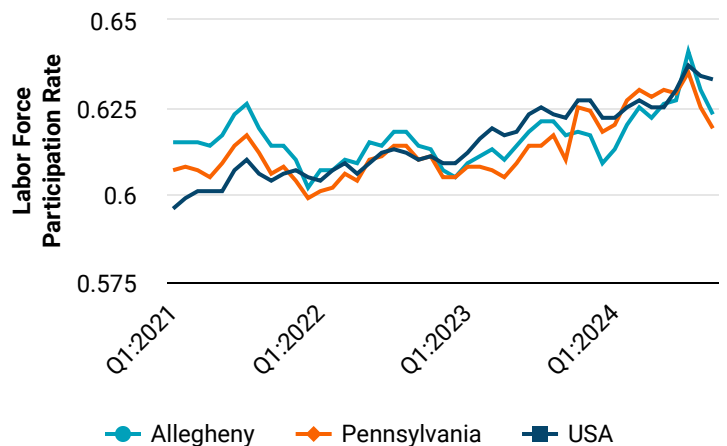
2024 3rd Quarter: Top Ten Industries with the Largest Volume of Unemployment



Unemployment Rate (Not Seasonally Adjusted)

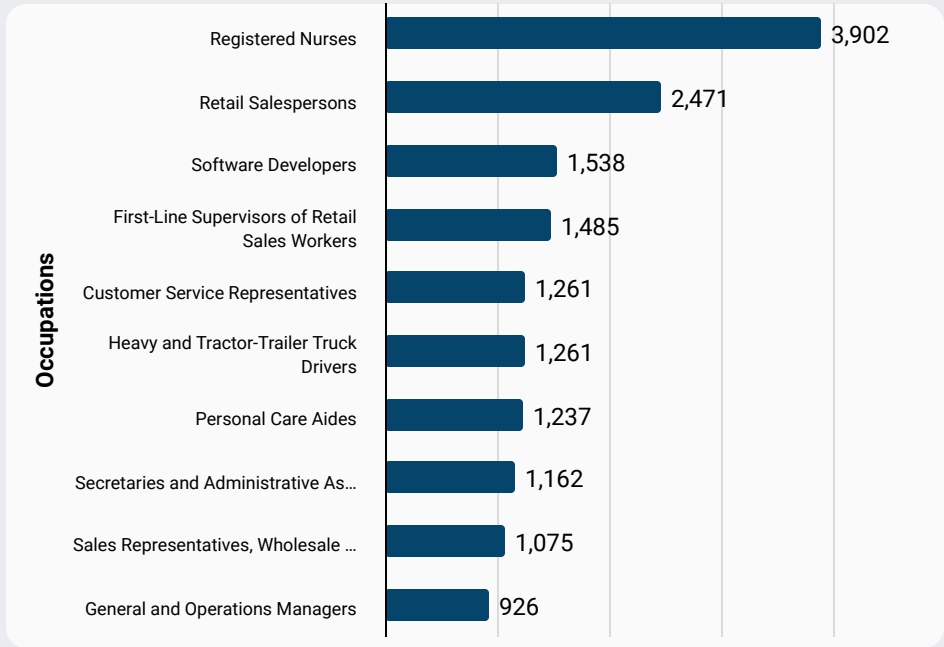


Labor Force Participation Rate** (Not Seasonally Adjusted)

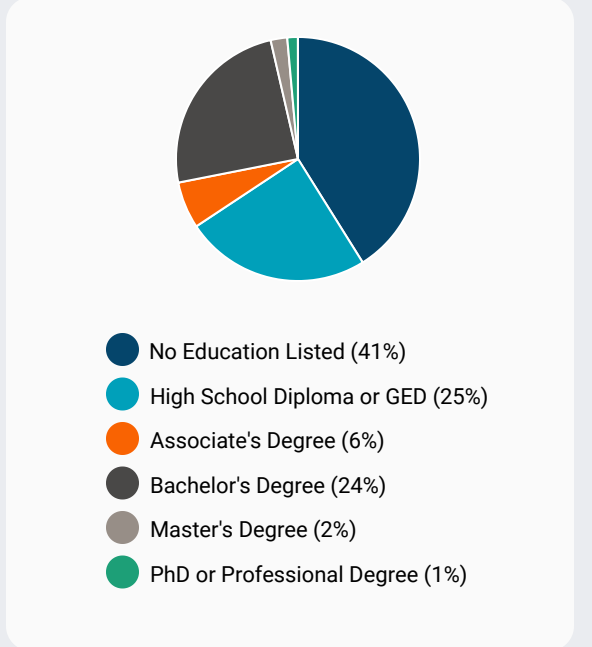


In the **third quarter of 2024**, the labor market in Allegheny County experienced a decrease in the **unemployment rate** from **3.9%** (July 2024) to **3.0%** (September 2024). There was a decrease in labor force participation during the same time period. Allegheny County's average labor force participation rate (**63.1%**) in the 3rd quarter was above Pennsylvania's rate (**62.6%**) and below the rate nationally (**63.5%**). In terms of industry specific unemployment, those who worked in **Healthcare and Social Assistance**, **Professional, Scientific, and Technical Services**, and **Administrative and Support and Waste Management and Remediation Services** industries, experienced the largest unemployment in the third quarter (Note that these three industries are the largest, 3rd largest, and 11th largest industries by employment volume, respectively).

Top Job Advertisements by Occupation



Minimum Education Required in 3rd Quarter Job Advertisements



77,033

3rd Quarter Job Advertisements

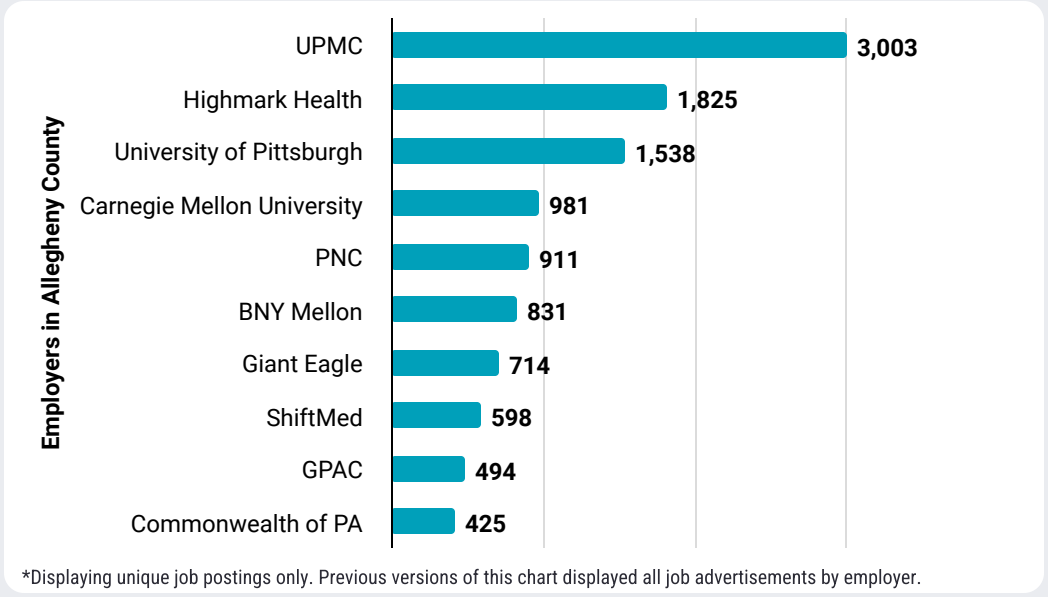
+2.5%

Increase in Job Ads 2024:Q2 to 2024:Q3

\$49,900

Annual Median Advertised Salary

Employers in Allegheny County with the Most Job Advertisements in the 3rd Quarter*



During the third quarter of 2024, there were 77,033 unique online job advertisements with an median annual advertised salary of \$49,900. **Registered Nurses** and **Retail Salespersons** remained at the top as the most advertised occupations, with **Software Developers** replacing **Personal Care Aides** as the third most advertised occupation. Approximately **73%** of all job ads did not specify the need for a bachelor's degree or higher. **UPMC**, **Highmark Health**, and **the University of Pittsburgh** were the top three employers with the most active job advertisements during the second quarter.

PITTSBURGH/ALLEGHENY COUNTY PA CAREERLINK SYSTEM

COMPREHENSIVE CENTERS

Allegheny County East

300 Penn Center Blvd, Building 3,
Floor 8
Pittsburgh, PA 15221
412-248-5627
TTY 412-271-4217

Downtown Pittsburgh

914 Penn Avenue
Pittsburgh, PA 15222
412-248-5627
TTY 412-552-7044

REGIONAL CENTERS

Alle-Kiski

1150 5th Avenue,
Suite 200
New Kensington, PA
15068
724-334-8600
TTY 724-334-8713

Mon Valley

130 McKean Avenue
Charleroi, PA 15022
724-379-4750

Partner4Work, formerly 3 Rivers Workforce Investment Board, leads the development, integration and implementation of a world-class workforce development system in Pittsburgh and Allegheny County.

Mission

To develop a thriving workforce, Partner4Work drives and delivers strategic investments, provides expertise, and creates opportunities for businesses, job seekers, agencies, and policymakers in Allegheny County and the City of Pittsburgh.

Vision

Partner4Work envisions a thriving and prosperous community, where all residents have access to expansive career opportunities and all businesses have access to a talented workforce.

Values

We will lead with integrity; treat individuals respectfully and support all individuals in their quest for meaningful employment; be inclusive in recognizing diversity; be excellent stewards of public resources; respect employers' diverse talent needs.

Partner4Work

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Equal Opportunity Employer

Auxiliary aids and services are available upon request. Reasonable accommodations can be made when requested in advance. Please call (412) 552-7090 or email info@partner4work.org with your request.

