



Briefing Book for Quarterly Board Meeting **Tuesday, February 27, 2018**

The mission of the Southwest Corner Workforce Investment Board is to develop policies, oversee public funds, and procure services that will help employers and job seekers throughout Washington, Greene and Beaver counties. Job placement assistance, education, training and counseling will be offered in order to achieve a skilled workforce and economic development throughout the region.

Mr. Terry Wilttrout, Chairman

Beaver, Greene, & Washington Counties, PA
SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD
WDB STAFF REPORTS

FISCAL REPORTS
SCWDB PY 2017 YTD 2nd QUARTER BUDGET

Southwest Corner (Washington/Greene) - 165
 PY2017 Budget to YTD Q2 OCT - DEC 2017 FSR

Award	ADULT		YOUTH		DISLOCATED WORKER		ONCR (UNDER)
	YTD Comparison	OVER/UNDER	YTD Comparison	OVER/UNDER	YTD Comparison	OVER/UNDER	
INITIAL ALLOCATION	INITIAL ALLOCATION	INITIAL ALLOCATION	INITIAL ALLOCATION	INITIAL ALLOCATION	INITIAL ALLOCATION	INITIAL ALLOCATION	INITIAL ALLOCATION
ADMINISTRATION	103,453	67,427	53,078	57,729	119,357	42,569	76,788
A Admin Staff Salaries & Fringe Benefits	562,078	520,754	541,314	541,317	571,614	523,227	548,387
A Operational Expenses (e.g. travel, postage, etc.)	541,385	515,282	526,133	516,412	547,743	515,342	528,421
CAREER & SUPPORTIVE SERVICES	592,094	223,751	0	0	697,647	254,573	383,074
P Program Staff Salaries & Fringe Benefits	5374,028	5167,632	5206,391	50	5461,495	5200,662	5265,834
P Operational Expenses (e.g. travel, postage, etc.)	5175,026	539,638	597,388	50	5151,151	551,435	5103,716
P Needs Related Payments	57,000	52,050	54,940	50	5500	5500	5500
P Supportive Service Funds	545,000	516,415	579,485	50	594,500	514,475	521,026
TRAINING SERVICES	372,497	105,615	0	0	429,684	26,993	402,691
P Tuition Payments (ITA's)	5281,803	559,705	519,297	50	5309,618	521,937	5307,671
P On the Job (OJT) Reimbursements	590,654	56,529	573,255	50	5100,676	55,256	596,000
WIOA YOUTH	0	0	997,279	687,539	0	0	0
P WIOA EY - Work Experience (participating costs)			587,712	555,852			
P WIOA EY - Work Experience (staffing costs)			599,108	545,211			
P WIOA OSY - Work Experience (participant costs)			5415,797	5345,034			
P WIOA OSY - Work Experience (staffing costs)			5383,702	5213,694			
P WIOA EY - Incentive Payments (participant costs)			58,000	58,000			
P WIOA EY - Incentive Payments (staffing costs)			53,000	53,000			
TOTAL BUDGET	\$1,027,664	\$565,562	\$1,106,086	\$745,319	\$1,186,688	\$324,134	\$682,454

NOTES:
 * Admin Staff Salaries & Fringe Benefits
 A Operational Expenses (e.g. travel, postage, etc.)
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 P Needs Related Payments
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 P Tuition Payments (ITA's)
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Beaver, Greene, & Washington Counties, PA
SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD
WDB STAFF REPORTS

Financial Status Reports - Information through 12/31/17

Adult PY17	Allocation	Expenses	% Expended
Admin	\$102,798.49	\$36,062.17	35.08%
Program-Oversite	\$9,300.00	\$ -	0.00%
Program-Subrecipient	\$915,886.49	\$330,259.98	36.06%
Totals	\$1,027,984.98	\$366,322.15	35.63%

Youth PY17	Allocation	Expenses	% Expended
Admin	\$110,808.59	\$53,103.29	47.92%
Program-Oversite	\$10,200.00	\$5,641.93	55.31%
Program-Subrecipient	\$987,077.29	\$304,047.43	30.80%
Totals	\$1,108,085.88	\$362,792.65	32.74%

Dislocated Worker PY17	Allocation	Expenses	% Expended
Admin	\$118,668.64	\$42,599.06	35.90%
Program-Oversite	\$10,500.00	\$1,542.15	14.69%
Program-Subrecipient	\$1,057,517.70	\$280,023.55	26.48%
Totals	\$1,186,686.34	\$324,164.76	27.32%

Youth TANF PY17	Allocation	Expenses	% Expended
Admin	\$72,162.00	\$41,740.00	57.84%
Program-Subrecipient	\$408,919.00	\$233,317.00	57.06%
Totals	\$481,081.00	\$275,057.00	57.17%

PA Regional Power DWG	Allocation	Expenses	% Expended
Admin	\$75,384.00	\$54,442.00	72.22%
Program-Subrecipient	\$678,456.00	\$289,237.00	42.63%
Totals	\$753,840.00	\$343,679.00	45.59%

Sector Partnership DWG	Allocation	Expenses	% Expended
Admin	\$57,158.66	\$36,057.00	63.08%
Program-Subrecipient	\$471,613.80	\$317,965.00	67.42%
Totals	\$528,772.46	\$354,022.00	66.95%

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Business Education Partnership			
	Allocation	Expenses	% Expended
Program-Oversite	\$11,202.65	\$8,866.28	79.14%
Program-Subrecipient	\$100,823.85	\$42,239.07	41.89%
Totals	\$112,026.50	\$51,105.35	45.62%

Rapid Response			
	Allocation	Expenses	% Expended
Program-Subrecipient	\$513,541.00	\$127,793.95	24.88%
Totals	\$513,541.00	\$127,793.95	24.88%

EARN PY 17			
	Allocation	Expenses	% Expended
Admin	\$90,992.00	\$34,570.30	37.99%
Program	\$591,450.00	\$224,359.36	37.93%
Totals	\$682,442.00	\$258,929.66	37.94%

EARN Performance PY17			
	Allocation	Expenses	% Expended
Program	\$368,857.80	\$33,200.89	9.00%
Totals	\$368,857.80	\$33,200.89	9.00%

ARCODE--ARC			
	Allocation	Expenses	% Expended
Admin	\$87,650.00	\$23,914.55	27.28%
Program-Subrecipient	\$1,402,295.00	\$265,732.24	18.95%
Totals	\$1,489,945.00	\$289,646.79	19.44%

GTI--ARC			
	Allocation	Expenses	% Expended
Admin	\$63,909.00	\$19,367.40	30.30%
Program-Subrecipient	\$589,491.00	\$59,112.51	10.03%
Totals	\$653,400.00	\$78,479.91	12.01%

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Washington-Greene County Job Training Agency Inc. Income Statement

7/17-12/17

Revenues

01-4042-02	AM IP MATCH REVENUE	\$20,000.00
01-4043-02	Building & Construction Training Funds	\$21,642.00
01-4044-02	BLD & CONST MATCH MONEY REVENUE	\$80,692.72
01-4045-02	LOGISTICS & TRANSP MATCH MONEY REVENUE	\$87.51
01-4047-02	OIL AND GAS MATCH REVENUE	\$3.72
01-4079-01	ARC-REVENUE	\$19,663.81
01-4079-02	ARC- REVENUE	\$295,927.33
01-4144-01	8141 SPOC REVENUE	\$34,570.30
01-4144-02	8141 SPOC REVENUE	\$235,905.63
01-4164-02	Welfare Performance Based Payments	\$51,392.57
01-4234-01	15 1509 POWER GRANT	\$16,296.79
01-4234-02	15 1509 POWER GRANT	\$46,335.43
01-4238-02	Q101 Revenue	\$362,860.00
01-4239-02	Q101 CONTRIBUTIONS	\$34,385.00
01-4257-02	SECT PART--RSAB 15 5103	\$6,061.84
01-4258-01	15 5100 SECTOR PARTNERSHIP	\$15,036.66
01-4258-02	15 5100 SECTOR PARTNERSHIP	\$76,080.77
01-4310-02	ADV .MFG.	\$55.79
01-4535-01	3362 YOUTH CHALLENGE REVENUE	\$27,332.60
01-4535-02	3362 YOUTH CHALLENGE REVENUE	\$134,587.93
01-4536-01	3361 YTH. TANF REVENUE	\$30,397.29
01-4536-02	3361 YTH. TANF REVENUE	\$176,087.38
01-4575-01	SLIP INTERNSHIPT	\$1,480.00
01-4575-02	SLIP Intership	\$7,527.29
01-4578-02	RAPID RESPONSE REV.	\$75,529.36
01-4912-01	300 ADULT REVENUE	\$49,955.79
01-4912-02	300 ADULT REVENUE	\$362,299.07
01-4913-01	330 YOUTH REVENUE	\$53,371.91
01-4913-02	330 YOUTH REVENUE	\$97,727.01
01-4913-03	330 YOUTH REVENUE	\$254,777.73
01-4914-01	400 DIS. WKR. REVENUE	\$55,071.24
01-4914-02	400 DIS. WKR. REVENUE	\$339,343.71
01-4921-01	BUSINESS EDUC PARTNERSHIP	\$8,866.28
01-4921-02	BUISINESS EDUC PARTNERSHIP	\$30,384.07
	Total Revenues	\$3,021,736.53
Expenses		
01-5000-01	SALARIES	\$129,805.69
01-5000-02	SALARIES	\$134,059.88
01-5000-03	SALARIES	\$1,876.37
01-5100-01	FRINGES	\$47,860.84
01-5100-02	FRINGES	\$46,051.06

Beaver, Greene, & Washington Counties, PA

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01-5100-03	FRINGES	\$143.94
01-6000-01	ADVERTISING	\$10,514.14
01-6000-02	ADVERTISING	\$7,274.00
01-6030-01	BANK SERVICE CHARGE	\$355.35
01-6035-02	BEAVER COUNTY EXPENSES--PROGRAM	\$703,607.00
01-6035-03	BEAVER COUNTY EXPENSES-OSY	\$130,369.00
01-6036-02	SOUTHWEST TRAINING EXPENSES	\$700,968.39
01-6036-03	SOUTHWEST TRAINING EXPENSES	\$119,159.41
01-6060-01	COMPUTER EXPENSES	\$778.11
01-6060-02	COMPUTER EXPENSES	\$9,474.86
01-6060-03	COMPUTER EXPENSES	\$3.02
01-6080-01	CONTRACTED SERVICES	\$44,413.90
01-6080-02	CONTRACTED SERVICES	\$4.85
01-6259-02	GAS TECHNOLOGY INSTITUTE	\$19,255.53
01-6269-02	WESTMORELAND-FAYETTE WORKFORCE INVESTMENT BOARD	\$48,818.57
01-6276-02	CENTRAL APP TECHNOLOGIES LLC	\$96,352.86
01-6277-02	MINED MINDS	\$160,307.16
01-6278-02	EdVenture Group	\$9,072.22
01-6300-01	COPYING	\$1,243.17
01-6300-02	COPYING	\$14,021.97
01-6300-03	COPYING	\$18.14
01-6320-01	DUES & SUBSCRIPTIONS	\$6,831.00
01-6320-02	DUES & SUBSCRIPTIONS	\$1,245.20
01-6340-02	EQUIPMENT EXPENDITURES	\$222.60
01-6380-01	INSURANCE	\$17,865.60
01-6380-02	INSURANCE	\$961.54
01-6380-03	INSURANCE	\$27.86
01-6440-01	MATERIALS & SUPPLIES	\$1,130.00
01-6440-02	MATERIALS & SUPPLIES--For Client's Only	\$6,446.00
01-6441-02	MATERIALS AND SUPPLIES (OPERATIONAL)	\$550.00
01-6478-01	OFFICE SUPPLIES	\$17,040.89
01-6478-02	OFFICE SUPPLIES	\$7,544.20
01-6478-03	OFFICE SUPPLIES	\$17.41
01-6480-01	POSTAGE	\$1,816.26
01-6480-02	POSTAGE	\$820.79
01-6480-03	POSTAGE	\$21.59
01-6482-01	PENSION EXPENSE	\$445.00
01-6484-01	FSA EXPENSES	\$144.00
01-6500-01	PROFESSIONAL SERVICES	\$1,700.28
01-6520-02	PUBLICATION & PRINTING	\$674.48
01-6540-01	RENT	\$18,753.33
01-6540-02	RENT	\$243,753.17
01-6540-03	RENT	\$1,550.96

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01-6560-01	STAFF TRAINING & EDUCATION	\$12,268.40
01-6560-02	STAFF TRAINING & EDUCATION	\$3,570.54
01-6580-01	TELEPHONE	\$2,240.24
01-6580-02	TELEPHONE	\$18,356.26
01-6580-03	TELEPHONE	\$28.80
01-6600-01	TRAVEL	\$11,564.08
01-6600-02	TRAVEL	\$4,887.64
01-6600-03	TRAVEL	\$354.07
01-6620-01	UTILITIES	\$2,955.88
01-6620-02	UTILITIES	\$57,198.02
01-6620-03	UTILITIES	\$1,207.16
01-6640-02	Careerlink Site Admin. Expense	\$41,157.22
01-6700-02	JOB TRAINING SHARE OF CDM-GREENE	\$13,951.04
01-6701-02	JTA SHARE OF CDM-WASH	\$6,757.95
01-6702-02	JTA SHARE OF CDM-DONORA	\$7,110.27
01-6703-02	JTA SHARE OF CDM-BEAVER	\$960.25
	Total Expenses	\$2,949,939.41
	BEGINNING NET ASSETS	\$341,696.41
	ADJUSTMENTS TO NET ASSETS	\$140,134.00
	TOTAL ADJUSTED NET ASSETS	\$481,830.41
	NET SURPLUS/(DEFICIT)	\$71,797.12
	ENDING NET ASSETS	\$553,627.53

Income Statement Parameters

Report name: Combined Inc Stmt -USE FOR WDB MTG
 Chart template: Default
 Include account levels 1 to 4
 Do not include accounts with no activity
 Do not include inactive accounts
 Include all Funds
 Include all Account Codes
 Include all Accounts
 Include all Account Attributes
 Include all Projects
 Include all Project Attributes
 Include all Transaction Attributes
 Include all Classes
 Include all Journals
 Include these Not Yet Posted Transactions: <None>
 Include all Project Types
 Include all Project Statuses

Include all Project Divisions
 Include all Project Departments
 Include all Project Locations
 Include all Department(s)
 Column 1 criteria:
 Heading:
 Definition: Account Number
 Column 2 criteria:
 Heading:
 Definition: Account Description
 Column 3 criteria:
 Heading: Actual
 Include these dates: <Specific fiscal periods>
 (7/1/2017 to 12/31/2017)
 Definition: {Actual}
 Heading: Actual
 Include these dates: <Specific fiscal periods>
 (7/1/2017 to 12/31/2017)
 Definition: {Actual}

Beaver, Greene, & Washington Counties, PA
SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD
WDB STAFF REPORTS

Washington-Greene County Job Training Agency Inc. - Balance Sheet

December 2017

Assets		Actual
01-1010-00	CASH-CHECKING	\$18,400.12
01-1020-00	CASH-PAYROLL	\$5,095.18
01-1030-00	CASH-IP	\$140,194.06
01-1040-00	CASH-DONATION	\$0.00
01-1050-00	ARC-Black to Blue/ARCODE	\$71,981.54
01-1060-00	CASH-DHS	\$142,602.87
01-1070-00	CASH-15 B&C MATCH	\$95,460.63
01-1110-00	GRANTS RECEIVABLE	\$452,183.99
01-1111-00	RECEIVABLES FEE FOR SERVICE	\$0.00
01-1120-00	DUE FROM RAPID ATTACHMENT	\$0.00
01-1121-00	DUE FROM WCCED	\$0.00
01-1124-00	RECEIVABLE FROM WGCJTA GEN. ACCT.	\$0.00
01-1125-00	RECEIVABLE FROM SOUTHWEST TRAINING	(\$46,703.07)
01-1126-00	RECV FROM SWTS-PAYROLL & TAXES	\$0.00
01-1127-00	RECVB FROM SWTS-PENSION EMPLR CONTRIB	\$0.00
01-1128-00	RECEIVABLE FROM BEAVER COUNTY	(\$138,185.41)
01-1129-00	RECEIVABLES FOR JTBC GRANTS	\$0.00
01-1200-00	ESCROW ACCT-PENSIONS	\$273.91
01-1210-00	PREPAID EXPENSES	\$0.00
01-1500-00	DUE FROM OTHER CONTRACTS	\$0.00
01-1600-00	DUE TO OTHER CONTRACTS	\$0.00
01-1710-00	DEPOSITS	\$0.00
Total Assets		\$741,303.82

Liabilities and Fund Balance

Liabilities

01-2010-00	NOTES PAYABLE	\$140,277.87
01-2020-00	ACCRUED PAYROLL & TAXES	\$0.00
01-2025-00	ACCRUED TIME OFF	(\$977.54)
01-2027-00	ADP TAXES ACCRUED & WITHHELD	\$0.00
01-2030-00	PENSIONS WITHHELD	\$0.00
01-2035-00	LOCAL TAXES WITHHELD	\$533.17
01-2037-00	MISCELLANEOUS WITHHELD	(\$0.05)
01-2039-00	DEFERRED REVENUES	\$2,870.83
01-2040-00	DUE TO BEAVER COUNTY JTA	\$0.00
01-2045-00	DUE TO SOUTHWEST TRAINING SERVICES INC.	\$44,972.01
01-2047-00	ACCRUED STORAGE COSTS-CLOSEOUT	\$0.00
01-2060-00	ACCRUED AUDIT EXPENSES-CLOSEOUT	\$0.00
01-2065-00	ACCRUED W/C LIABILITY	\$0.00
01-2066-00	PRIOR YEAR PAYABLE	\$0.00

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01-2100-00	NOTES PAYABLE	\$0.00
	Total Liabilities	\$187,676.29

Fund Balance

01-3100-00	NET ASSETS-BEG OF YR-UNRESTR	\$0.00
01-3200-00	NET ASSETS-UNRESTRICTED	\$553,627.53
	Total Fund Balance	\$553,627.53

Total Liabilities and Fund Balance	\$741,303.82
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Balance Sheet Parameters

Report name: Monthly Balance Sheet
Chart template: Default
Include account levels 1 to 4
Include accounts with zero balances
Include inactive accounts
Include these Funds: 01
Include all Account Codes
Include all Accounts
Include all Account Attributes
Include all Projects
Include all Project Attributes
Include all Transaction Attributes
Include all Classes
Include all Journals
Include these Not Yet Posted Transactions: <None>
Include all Cash Flow Codes
Include all Working Capital Codes
Include all Project Types
Include all Project Statuses
Include all Project Divisions
Include all Project Departments
Include all Project Locations
Include all Department(s)
Column 1 criteria:
Heading:
Definition: Account Number
Column 2 criteria:
Heading:
Definition: Account Description
Column 3 criteria:
Heading: Actual
Include these dates: <Specific fiscal period> (12/31/2017)
Definition: {Actual}

Beaver, Greene, & Washington Counties, PA
SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

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DIRECTOR'S REPORT

- State Monitoring
- Grants Information
- Auditor General Survey
- Youth Provider Contracts
- Memorandum of Understanding Update
- PA CareerLink® Mon Valley Update
- Guidance Counselor Panels

Beaver, Greene, & Washington Counties, PA
SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD
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State Monitoring



October 13, 2017

Ms. Ami Gatts, President
Washington Greene County Job Training Agency, Inc.
351 West Beau St., Suite 300
Washington, PA 15301

Dear Ms. Gatts:

The Bureau of Workforce Development Administration (BWDA) conducted Program Year 2016 monitoring of the local workforce development area's fiscal and procurement systems and the local workforce development board's (LWDB) compliance and oversight functions. Monitoring was conducted in accordance with the Workforce Innovation and Opportunity Act (WIOA) and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule, 2 Code of Federal Regulations (CFR) Chapter I, Chapter II, Part 200, et al.

There were no findings or concerns identified during the monitoring. Therefore, there is no need for a response. Please convey the BWDA's appreciation to all staff members involved for the assistance they provided. If you have any questions, please do not hesitate to contact me by phone at 717.787.6352 or by email at ghart@pa.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Gregory P. Hart, Jr.", written in a cursive style.

Gregory P. Hart, Jr.
Oversight Services Supervisor

Beaver, Greene, & Washington Counties, PA
SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

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GRANTS INFORMATION

Next Generation Sector Industry Partnership Grants:

Our area applied for and was successfully awarded Industry Partnership funding grants of \$25,000 each focused on Freight & Logistics and Advanced Manufacturing. Our area was the first in the state to implement the Next Generation Sector Partnership models, and these grants will be used for a number of activities, including development of educational marketing materials on the industries geared toward youth audiences, continued facilitation of meetings by subject-matter experts, and hosting of industry sessions. Also, the awarding of these grants approves our area to apply for Industry Partnership training dollars for these industries when available from the State.

PA Academic & Career/Technical Training (PACTT)/PA Commission on Crime & Delinquency (PCCD): WGCJTA, Inc. has developed an application to be identified as an affiliate training provider within the PACTT system for Greene County. Through these efforts, we look to create a liaison between the courts/probation department and the workforce program providers. Specifically, for this grant, operations will focus on youth. Liaison will work closely with PA CareerLink® and Title I provider to ensure that youth are not only receiving opportunities for education and training, but also following through on program requirements. By becoming a PACTT affiliate, WGCJTA, Inc. may be eligible for other funding opportunities to expand these services for other populations. Award notice for this grant follow these updates.

Application Phase:

Strategic Innovation Grants (Application Due Date 2/12/2018):


- **Southwest PA Emergency Medical Training Demonstration Project** – SCWDB, along with regional partners Westmoreland/Fayette WDB, Partner4Work (Allegheny County) and Tri-County WDB (Armstrong, Butler, Indiana Counties) have applied for a PA L&I Strategic Innovation Grant to offer a pilot program focused on first responders training of EMTs and Paramedics. natural career ladder that increases wages and opportunities through each step, but the training can be costly. Through this grant, local workforce boards will partner with providers and ambulance services to recruit, train, and prepare potential life-saving employees within our counties. This grant will look to increase the availability of training for Emergency Medical Technicians (EMTs), the first step along this career path. Local boards will also work with Emergency Medical Services and training providers to increase the skills of the EMTs to become Paramedics. Boards are also focused on working with the service providers to create a Registered Apprenticeship focused on Paramedic training.

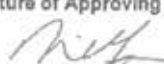

- A Strategic Innovation Grant is being developed by the Building & Construction Trades focused on training opportunities for individuals interested in the trades. We will be supporting these efforts, but not taking the lead in the application. Many individuals and companies from our area may be able to benefit greatly from the training opportunity.

- Partner4Work and Carnegie Mellon University are teaming up to apply for a Strategic Innovation Grant to help train frontline workforce staff to teach algebra and support young

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adults through the online delivery of training in electronics and robotics. These trainings will prepare young adults to enter careers in robotics, industrial maintenance, and several other high growth fields. We will be supporting these efforts are regional partners.

 pennsylvania COMMISSION ON CRIME AND DELINQUENCY	Subgrant Award Notification Page 1 of 1
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1. Recipient Name and Address Washington Greene County Job Training Agency, Inc 351 West Beau Street Suite 300 Washington, Pennsylvania 15301-4663		2. PCCD Subgrant Award Number 2017/2018-DP-CT-28056	
		3. Total Award Amount: \$20,000.00	
4. Project Title "SCWDB PACCT Greene County Affiliate Program"		5. Project Period 10/1/2017 - 9/30/2018	
6. Special Conditions This grant is approved subject to such conditions or limitations as set forth below: <ol style="list-style-type: none"> 1. This award will become effective when an appropriate officer of your organization accepts it by signing and emailing a copy to the fiscal contact listed below. 2. This subgrant is offered on the condition that you comply in administering your program with: <ol style="list-style-type: none"> a. All of the representations contained in your application, as amended b. The most recent version of PCCD's standard subgrant conditions (June 2015) c. PCCD's Applicant's Manual d. For federally funded awards, all applicable federal grant guidelines including, but not limited to, 2 CFR 200, the Office of Justice Programs' Financial Guide and the special conditions listed on PCCD's federal award(s) applicable to this subaward. PCCD's federal awards can be found at http://www.pccd.pa.gov/Funding/Pages/PCCD-Federal-Awards.aspx 		7. Funding Details <u>Fund Source #1</u> 2017 DP Award Amount: \$15,000.00 2017 DP Project Period: 10/1/2017 - 6/30/2018 <u>Fund Source #2</u> 2018 DP Award Amount: \$5,000.00 2018 DP Project Period: 7/1/2018 - 9/30/2018	
8. Fiscal Contact Mr. Gregory J. Harhigh gharhigh@pa.gov 717-265-8506	9. Program Contact Ms. Marcella Szumanski mszumanski@pa.gov 717-265-8463		
10. Name and Title of Approving Official Derin Myers Acting Executive Director		11. Name and Title of Authorized Recipient Official Ms. Ami Gatts President	
12. Signature of Approving Official 	Date 02/16/2018	13. Signature of Authorized Recipient Official 	Date

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Auditor General Survey

SCWDB Director Ami Gatts recently completed a survey of our local and statewide workforce development board system. This survey was requested as part of the Pennsylvania Auditor General's Performance Audit of the Pennsylvania Workforce Development System. The survey focused on strengths, weaknesses, collaboration, and participation within the workforce system by mandated and voluntary partners. Director Gatts touted the strong commitment of Local Elected Officials and SCWDB members to support efforts of the Board in properly serving employers and job seekers.

The completed survey was submitted on February 12, 2018. Any results or follow-up information will be reported.

Youth Provider Contracts

At the May 30, 2017 SCWDB meeting, the Board accepted recommendations from the Youth Council and awarded contracts for youth services to Job Training for Beaver County, Inc. and Southwest Training Services, Inc. to operate Youth programs in our workforce area. This award was for a one-year contract. According to the RFP, SCWDB reserved the right to extend these contracts for one additional year, based on performance of the awardees. In order for continuity of service, and that a new RFP would need to be released soon, performance indicates that these contracts should be extended for one additional year.

If the Board takes action to exercise this option, the current contract will be extended for one-year and based on the formula funding received. A new RFP will be released in March 2019 to fulfill the Board's competitive requirements.

Beaver, Greene, & Washington Counties, PA
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SCWDB PACL OPERATOR CONSORTIUM REPORT
October-December 2017

- **COMMON PROCESSES/FORMS:** Streamlined the PA CareerLink® customer flow processes and standardized all common forms for all 4 offices in the Southwest Corner
- **SATISFACTION SURVEYS:** Created Job Seeker and Employer Satisfaction Surveys. Also created an on-line Employer Satisfaction Survey for the JobGateway System. *Linda Jack, BWPO Supervisor, was instrumental in adding this to the system.*
- **ON-BOARDING of PARTNERS/STAFF:**
 - The “CareerLink Way” on-boarding sessions been completed for all current partners/staff.
 - We have developed and implemented the 2nd phase of on-boarding for partners/staff. This process/on-boarding document includes all day-to-day operations and is being reviewed with all current partners/staff and will be introduced to new partners/staff on an ongoing basis.
- **SITE ADMINISTRATOR JOB DESCRIPTION:** Developed and executed a common job description for the Southwest Corner Site Administrator position. This was provided to all administrators at the February 2nd Operator meeting.
- **SAFETY TEAMS ESTABLISHED:** Safety Teams have been established at all 4 of our office locations.
- **COMMON REPORTING:** Developed common reporting templates for the Site Administrators for both narrative and statistical data. Also established an on-line Google doc for tracking/reporting of staff trainings; employer recruitments; monitoring; etc.
- **ADA REVIEW:** As part of our credentialing, it was noted that the PA CareerLink® Washington County had not had an ADA review in a while. Trish Brickner, Site Administrator, notified the State, and we will be contacted when they schedule a date for this review. Until then, we have completed an **ADA Self-Assessment**. The Office of Vocational Rehabilitation (Washington) assisted with this assessment. The completed assessment was submitted to staff to the SCWDB.
- **ALARM SYSTEM:** A new ADA compliant alarm system was installed at the PA CareerLink® Greene County new location.
- **REENTRY CONFERENCES:** Southwest Corner Reentry Conferences have been scheduled:
 - Beaver County: April 12, 2018 at Community College of Beaver County
 - Greene County: April 13, 2018 at Greene County Fairgrounds
 - Washington County: May 11, 2018 at Penn Commercial
 - Mon Valley (TBD – Fall of 2018)
- **PARTNER MEETINGS:** Quarterly Partner meetings are now being scheduled at each of our PA CareerLink® offices. This past quarter, each office utilized the “CareerLink Way” sessions for their partnership meetings.
- **RAPID RESPONSE / WARN INFORMATION:**
 - **MEPCO (formerly Dana Mining)** – Dilliner, PA RR Meetings held on February 12th and 13th
AFFECTED: 370; LAYOFF EFFECTIVE DATE: beginning 3/2/18; Company Closure
 - **Gateway Rehabilitation** – Aliquippa, PA
AFFECTED: 20; LAYOFF EFFECTIVE DATE: 12/1/2017; Company Closure

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COMBINED WIOA DATA REPORT
2nd Quarter - JULY 1, 2017 – DECEMBER 31, 2017

WIOA Adult and DW Training Participants and Costs

	Enrolled in Training	Total Costs
Washington/Greene	52	\$234,496.32
Beaver	38	\$181,489.50
TOTAL	60	\$415,985.82

WIOA Adult Employment and Earnings

	Total Enrolled	Exited Program	Excluded from Performance ¹	Other Exit Reason ²	Obtained Employment	Average Wage
Washington/Greene	65	32	0	2	30	\$14.64
Beaver	65	28	2	4	22	\$14.49
TOTAL	130	60	2	6	52	\$14.57

WIOA Dislocated Worker Employment and Earnings

	Total Enrolled	Exited Program	Excluded from Performance ¹	Other Exit Reason ²	Obtained Employment	Average Wage
Washington/Greene	62	22	0	0	22	\$18.02
Beaver	92	47	3	3	41	\$18.29
TOTAL	154	69	3	3	63	\$18.16

Trade Adjustment Act Participants and Costs

	Enrolled in Training	Total Costs
Beaver	11	\$284,985
Greene	1	\$36,775
Mon Valley	32	\$962,761
Washington	3	\$63,597
TOTAL	47	\$1,348,118

Trade Adjustment Act Employment and Earnings

	Total Enrolled	Exited Program	Excluded from Performance ¹	Other Exit Reason ²	Obtained Employment	Average Wage
Washington/Greene	123	14	0	2	12	\$19.19
Beaver	123	42	1	6	35	\$19.44
TOTAL	246	56	1	8	47	\$19.32

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Youth Reports

WIOA Youth Enrollment

	In-School Youth Enrolled	Out-Of-School Youth Enrolled	Total Enrolled	Total Exited
Washington/Greene	92	37	129	38
Beaver	16	69	85	20
TOTAL	108	106	214	58

WIOA Youth Training Participants and Costs – Individual Training Account

	Enrolled in ITA	Total Costs
Washington/Greene	14	\$54,380.12
Beaver	5	\$12,761.09
TOTAL	19	\$67,141.21

WIOA Youth Training Participants and Costs – Work Experience

	Enrolled in WEX	Total Costs
Washington/Greene	15	\$23,395.33
Beaver	19	\$14,518.00
TOTAL	34	\$37,913.33

TANF Youth

	Enrollment	Work Experience	All Other Programs
Washington/Greene	187	110	\$147,870.69
Beaver	189	69	\$45,168.75
TOTAL	376	179	\$193,039.44

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COMBINED PA CAREERLINK® DATA REPORT

Jobseeker Services

	Enrolled in System ¹	Attended Workshop ³	Utilized Center ³	Unemployment Compensation ³
Washington	1,531	501	5,637	1,257
Greene	355	203	2,717	430
Beaver	1,293	499	4,618	942
Mon-Valley ²	685	442	3,561	1,134
TOTAL	3,864	1,645	16,533	3,763

Business Services

	New Employers ¹	Job Orders ¹	Info Phone Calls ³	PACL Employer Orientations ³	Visits ³	LMI ³
Washington	49	1,904	189	49	27	236
Greene	10	247	143	10	196	84
Beaver	34	2,061	269	13	98	198
Mon-Valley ²	13	364	166	13	38	70
TOTAL	106	4,576	767	85	359	588

Business Services - Number of Contacts⁴ by Industry Cluster (Note: This is a quarterly report, not cumulative)

	Energy ³		Logistics & Transportation ³		Advanced Manufacturing ³		Health ³		Construction ³		Other (Including Plastics) ³		TOTAL
	#	%	#	%	#	%	#	%	#	%	#	%	
Washington	78	19.7%	62	15.7%	40	10.1%	50	12.6%	68	17.2%	98	24.7%	396
Greene	41	19.0%	16	7.0%	11	5.0%	51	24.0%	21	10.0%	77	35.0%	217
Beaver	42	16.0%	26	10.0%	18	7.0%	31	12.0%	46	17.0%	106	39.0%	269
Mon-Valley ²	4	2.0%	26	14.0%	45	3.0%	31	17.0%	19	10.0%	62	33.0%	187
TOTAL	165	15.4%	130	12.2%	114	10.7%	163	15.2%	154	14.4%	343	32.1%	1,069

Percentage of contacts in key clusters, combined: 67.9%

¹ Source: PA CareerLink operating system statistics (www.paworkforce.state.pa.us) and CWDS ad-hoc reports. The jobseeker's or employer's address determines which county receives credit for enrollment and job orders.

² Statistics for this site are not broken out on the PA CareerLink operating system.

³ These data are collected and compiled by each site.

⁴ The definition of a "contact" varied among sites.

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Southwest Corner Business & Education Partnership Grant
(Cumulative report) March 2017 to December 2017

Grant Goals	Grant Minimums	Washington	Greene	Beaver	Southwest Corner Total
Number of Students Served	2,500	2,777	2,046	1,096	5,919
Number of Job Shadowing Experiences	250	43	54	348	445
Number of Employers Involved	250	401	185	87	673
Number of Engagement/ Outreach Activities with the Community	50	65	29	40	134
Number of Internships/Work Experiences (paid/unpaid)	200	238	71	102	411
Number of Students in Post-Secondary Education	50	93	12	31	136
Number of Teachers/Counselors Engaged in Career Awareness	50	112	66	37	215
Student Participation in STEM Activities	500	1,047	985	202	2,234
Number of Industry Related Career Camps	10	4	2	10	16
Engagement/Reengagement of Out-Of-School Youth	100	69	38	57	164

All Grant Goal minimums have been exceeded

Performance Chart Legend

Exclusions from Performance¹

- Participant exits the program due to becoming incarcerated in a correctional institution or has become a resident of an institution of facility providing 24-hour support such as a hospital or treatment center.
- Participant exits the program because of medical treatment and that treatment is expected to last longer than 90 days and precludes entry into unsubsidized employment or continued participation in the program.
- Participant is deceased.
- Participant exits the program because he or she is a member of the National Guard or other reserve military unit of the armed forces and is called to active duty for at least 90 days

Other Exit Reason²

- Participant exits the program due to retirement, are no longer able to be contacted, no longer interested in services, etc.

Included in Credential Measure³

- Participants who were enrolled in an education or training program (excluding those in OJT and customized training) and have ended the program.

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EARN - Performance Requirement Report
July 1, 2017 through December 31, 2017

	Actual
A. Number who Carried-over on 7-01-17 in the Pre-Placement Phase	16
B. Number who Carried-over on 7-01-17 in the Post- Placement Phase	22
C. New Enrollments Beginning 7-01-17 thereafter	70
TOTAL ENROLLMENTS (A+B+C)	108
D. Total Number of Claimed Job Placements	49
E. Pre-Placement Phase Terminations (Negative) Code 1	10
F. Pre-Placements Terminations due to "Other" Reasons. Code 7	9
Current Active Pre-Placement Phase Participants (A+C)-(D+E+F)	18
H. Number of Placements with Medical Benefits	19
I. Total Initial Wage per Hour of All Placements in Item "D"	\$521.55
J. Total Number Who Retained Job for Six Months PY17	12
K. Number Who Did Not Complete the Post-Placement Phase Negative Term Code 3	10
Current Number of Active Job Retention Phase Participants (B+D)-(J+K)	49

	Required	Actual
Job Placement Rate (D ÷ C+A)	50%	57%
Medical Benefit Rate (H ÷ D)	N/A	39%
Average Wage @ Initial Placement (I ÷ D)	N/A	\$10.64

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State Provided Quarterly Reports

The first reports based on local area performance have been released by the PA Center for Workforce Information and Analysis (CWIA). The Commonwealth is still working on perfecting the reports, as the data needs to be collected in a fashion that ensures a complete picture of the activities being performed. For this report, CWIA noted:

1. The only outcome data available in this report are for the Employment Rate (2nd Quarter), Median Earnings (2nd Quarter), and Measurable Skill Gains.
2. We have identified an error in the way in which the Measurable Skill Gains data entered into CWDS is being captured for reporting, leading to lower than expected Measurable Skill Gains results. This will be corrected in future quarters.
3. The Employment Rate (4th Quarter) and Credential Rate outcomes will be available for the first time in the 3rd Quarter PY 2017 report to be distributed in May.

Some additional notes on the report include:

Useful Definitions

- **Percent of Goal Achieved (% Lvl) = Actual Performance/ Negotiated Rate**
 - Each Percent of Goal Achieved must be at or above 50% of Goal
- **State Indicator Scores: Average Indicator Score across the Program = Average[Σ(Actual Performance/Adjusted Goal)]**
 - Each Average Indicator Score must meet 90%
- **State Program Scores: Average Program Score across all indicators = Average[Σ(Actual Performance/Adjusted Goal)]**
 - Each Average Program Score must meet 90%

Measurement Cohorts

WIOA guidance stipulates performance applies only to those participants who exited or were participating on or after July 1, 2016. Outcomes are measured for different cohorts, or groups of exiters, as soon as data necessary for the calculations are available. The following defines the timeframes used for each of the measures in the reports being distributed for Program Year 2017:

Time Periods of Exiters Being Measured - Program Year (PY) 2017				
Report Quarter	July – Sept.	Oct. – Dec.	Jan. – Mar.	Apr. – June
Report Due Date	November 14, 2017	February 14, 2018	May 15, 2018	August 14, 2018
Employment Rate Second Quarter After Exit	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Employment Rate Fourth Quarter After Exit	Data Not Available	Data Not Available	7/01/16 to 9/30/16	7/01/16 to 12/31/16
Median Earnings Second Quarter After Exit	7/01/16 to 9/30/16	7/01/16 to 12/31/16	7/01/16 to 3/31/17	7/01/16 to 6/30/17
Credential Attainment Rate	Data Not Available	Data Not Available	7/01/16 to 9/30/16	7/01/16 to 12/31/16
Measurable Skill Gains	10/01/16 to 9/30/17	1/01/17 to 12/31/17	4/01/17 to 3/31/18	7/01/17 to 6/30/18

We have provided the second quarter data sets for your review, as this shows the current quarter and cumulative data sets.

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WIOA Title I Program Performance Comparison
 2nd Quarter PY 2017 Program Year-to-Date Results

Adult Program Location Code/Name	Employment Rate (2nd Quarter)			Median Earnings (2nd Quarter)			Measurable Skill Gains		
	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved
42000 Statewide	73.4%	65.0%	113.0%	\$5,683	\$5,000	113.7%	1.3%	Baseline	-
Southwest Region									
42165 Southwest Corner Three Rivers	71.2%	65.0%	109.5%	\$6,045	\$5,000	120.9%	-	Baseline	-
42212 Combined	77.9%	65.0%	119.8%	\$5,538	\$5,000	110.8%	0.9%	Baseline	-
42005 Allegheny	75.2%	65.0%	115.6%	\$5,546	\$5,000	110.9%	-	Baseline	-
42095 City of Pittsburgh	80.3%	65.0%	123.5%	\$5,397	\$5,000	107.9%	1.7%	Baseline	-
42110 Tri-County Westmoreland-	66.7%	65.0%	102.6%	\$5,069	\$5,000	101.4%	-	Baseline	-
42045 Fayette	64.7%	65.0%	99.5%	\$6,435	\$5,000	128.7%	-	Baseline	-

Notes:

- 1) Per TEGL 26-15, baseline indicators are those for which states were not required to propose negotiated levels for Program Years 2016 and 2017. These indicators will not be used in the end of the year performance calculations and will not be used to determine failure to achieve adjusted levels of performance for purposes of sanctions.
- 2) The first results for Employment Rate (4th Quarter) and Credential Attainment Rate will become available with the release of the 3rd Quarter PY 2017 reports in May 2018.

WIOA Title I Program Performance Comparison
 2nd Quarter PY 2017 Program Year-to-Date Results

Dislocated Worker Program Location Code/Name	Employment Rate (2nd Quarter)			Median Earnings (2nd Quarter)			Measurable Skill Gains		
	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved
42000 Statewide	79.9%	74.0%	108.0%	\$7,739	\$7,000	110.6%	0.9%	Baseline	-
Southwest Region									
42165 Southwest Corner Three Rivers	81.4%	74.0%	110.0%	\$10,543	\$6,300	167.4%	-	Baseline	-
42212 Combined	79.2%	74.0%	107.0%	\$7,808	\$7,000	111.5%	0.8%	Baseline	-
42005 Allegheny	80.2%	74.0%	108.4%	\$7,592	\$7,000	108.5%	-	Baseline	-
42095 City of Pittsburgh	76.1%	74.0%	102.8%	\$8,080	\$7,000	115.4%	2.3%	Baseline	-
42110 Tri-County Westmoreland-	83.3%	74.0%	112.6%	\$9,508	\$7,000	135.8%	-	Baseline	-
42045 Fayette	82.3%	74.0%	111.2%	\$7,896	\$7,000	112.8%	-	Baseline	-

Notes:

- 1) Per TEGL 26-15, baseline indicators are those for which states were not required to propose negotiated levels for Program Years 2016 and 2017. These indicators will not be used in the end of the year performance calculations and will not be used to determine failure to achieve adjusted levels of performance for purposes of sanctions.
- 2) The first results for Employment Rate (4th Quarter) and Credential Attainment Rate will become available with the release of the 3rd Quarter PY 2017 reports in May 2018.

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WIOA Title I Program Performance Comparison
 2nd Quarter PY 2017 Program Year-to-Date Results

Youth Program Location Code/Name	Employment & Education Rate (2nd Quarter)			Median Earnings (2nd Quarter)			Measurable Skill Gains		
	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved
42000 Statewide	62.2%	65.0%	95.7%	\$2,726	Baseline	-	24.1%	Baseline	-
Southwest Region									
42165 Southwest Corner Three Rivers	62.3%	65.0%	95.8%	\$3,088	Baseline	-	4.4%	Baseline	-
42212 Combined	60.9%	65.0%	93.6%	\$2,358	Baseline	-	3.2%	Baseline	-
42005 Allegheny	60.0%	57.0%	105.3%	\$2,107	Baseline	-	-	Baseline	-
42095 City of Pittsburgh	55.6%	65.0%	85.5%	\$2,358	Baseline	-	6.7%	Baseline	-
42110 Tri-County Westmoreland-	58.3%	65.0%	89.7%	\$2,784	Baseline	-	22.2%	Baseline	-
42045 Fayette	60.2%	65.0%	92.6%	\$2,988	Baseline	-	8.5%	Baseline	-

Notes:

- 1) Per TEGL 26-15, baseline indicators are those for which states were not required to propose negotiated levels for Program Years 2016 and 2017. These indicators will not be used in the end of the year performance calculations and will not be used to determine failure to achieve adjusted levels of performance for purposes of sanctions.
- 2) The first results for Employment Rate (4th Quarter) and Credential Attainment Rate will become available with the release of the 3rd Quarter PY 2017 reports in May 2018.

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DATA REPORT

Thank you for attending.

Our next quarterly meeting will be
Tuesday, May 29, 2018

Always visit
www.southwestcornerwdb.com
for all SCWDB information and event listings.

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