Southwest Corner
WORKFORCE
Development Board

Beaver County • Greene County • Washington County

Briefing Book for Quarterly Board Meeting

Tuesday, November 23, 2021

The mission of the Southwest Corner Workforce Development 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 Wiltrout, Chairman

Beaver, Greene, & Washington Counties, PA

SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

AGENDA

Southwest Corner Workforce Development Board Meeting Agenda				
Date: November 23, 2021 - 8:30 AM – 10:30 AM				
Item	**Topic**	**Presenter**	**Responsibility/Action**	**Briefing Book Reference**
1	**Welcome**	Terry Wiltrout	---	Page 1
1A	Agenda	---	---	Page 2
1B	Table of Contents	---	---	Page 3
1C	Workforce Information	---	---	Pages 4-9
2	**The Reclaim Project Presentation**	Chuck Verrett	Awareness Only	---
3	**Consent Agenda**	Terry Wiltrout	Review/Approve	Pages 10-23
3A	Previous Meeting Minutes	---	---	Pages 10-15
3B	Monitoring Report	---	---	Pages 16-17
3C	Service Provider Reports	---	---	Pages 18-23
3C-1	Combined 1st Qtr. WIOA Data Report	---	---	Pages 18-20
3C-2	SCWDB Combined PACL Data Report	---	---	Page 21
3C-3	SCWDB BEP Data Report	---	---	Page 22
3C-4	SCWDB EARN Data Report	---	---	Page 23
4	**2022 CLEO/WDB Meeting Schedule**	Ami Gatts	Review/Approve	Page 24
5	**PACL Certification/Operator Review**	Ami Gatts/Ryan Russell	Review/Approve	Pages 25-31
6	**Staff Reports**	---	---	Pages 32-67
6A	Fiscal/Financial Report	Ami Gatts	Review/Approve	Pages 32-44
6B	Director's Report	Ami Gatts	---	Pages 45-63
6B-1	Audit Update	Ami Gatts	---	Page 46
6B-2	BWDA PY 20 Monitoring Report	Ami Gatts	---	Pages 46-55
6B-3	PA OEO Desk Review	Ami Gatts/Ryan Russell	---	Page 46 & 56-57
6B-4	Grant Updates	Ami Gatts	Awareness Only	Pages 58-60
6B-5	SCWDB Covid-19 Response Update	Ami Gatts	Awareness Only	Pages 61-62
6B-6	PY21 Participating Employers and Worksites	Ami Gatts/Lisa Neil/Rick Riley	Awareness Only	Page 63
6C	PACL Operator Consortium Report	Lisa Neil/Rick Riley/Vince Gratteri	Awareness Only	Pages 64-67
7	**WIOA Program Performance & Historical Performance**	Ami Gatts	Review/Approve	Page 68-71
8	**Other/New Business**	---	---	---
9	**Public Comments**	Terry Wiltrout	Awareness Only	---
10	**Adjourn**	Terry Wiltrout	Chair Declaration	---

Beaver, Greene, & Washington Counties, PA

SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

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CHIEF ELECTED OFFICIALS

Beaver County Commissioners

Beaver County Courthouse
810 Third Street
Beaver, PA 15009
724-770-4405

Honorable Daniel Camp III*	dcamp@beavercountypa.gov
Honorable Tony Amadio	tamadio@beavercountypa.gov
Honorable Jack Manning	jmanning@beavercountypa.gov

Greene County Commissioners

Greene County Office Building
93 East High Street
Waynesburg, PA 15370
724-852-5210

Honorable Mike Belding*	mbelding@co.greene.pa.us
Honorable Betsy McClure	bmcclure@co.greene.pa.us
Honorable Blair Zimmerman	bzimmerman@co.greene.pa.us

Washington County Commissioners

Courthouse Square
100 West Beau Street, Suite 702
Washington, PA 15301

Honorable Diana Irey Vaughan*	lreyDL@co.washington.pa.us	724-228-6721
Honorable Larry Maggi	maggil@co.washington.pa.us	724-228-6722
Honorable Nick Sherman	nick.sherman@co.washington.pa.us	724-228-6720

*Chairperson for respective County

Local Workforce Board Membership List

LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERSHIP LIST

A. DATE SUBMITTED: 02/25/2020 | B. LWIA NAME: Southwest Corner Workforce Development Area | C. LWDA NUMBER: 165

D. TOTAL NUMBER OF LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERS: 29 | E. TOTAL NUMBER OF LOCAL WORKFORCE DEVELOPMENT BOARD VACANCIES 0

F. MEMBER NAME	G. MEMBER TITLE	H. COMPANY/AGENCY NAME & ADDRESS	I. TELEPHONE & FAX NUMBERS	J. E-MAIL ADDRESS	K. NOMINATING ENTITY	L. MEMBERSHIP CATEGORY	M. TERM START AND END DATES
Linda Andrews	Treasurer CLC	Washington Greene Central Labor Council 597 East Maiden Street Washington, PA 15301	724-228-7246	lindandrews@comcast.net	Central Labor Council	Labor-Local Workforce B-1	8/1/2019- 7/31/2023
Hilary Baker	HR & Administration Manager	Almatis, Inc. 501 West Park Road Leetsdale, PA 15056	412-297-2717	Hilary.baker@almatis.com	Beaver County Chamber of Commerce	Business Representative A	8/1/2020- 7/31/2022
Mark Beichner	Chief Operating Officer	AccuTrex Products, Inc. 112 Southpointe Blvd, Canonsburg, PA 15317	724-746-4300 x138	markbeichner@accutrex.com	Washington County Chamber of Commerce	Business Representative A	5/16/2019- 7/31/2022
Darlene Bigler	Chief Executive Officer	Blueprints 150 W. Beau Street Washington, PA 15301	724-225-9550 Fax 724-228-9966	dbigler@myblueprints.org	Washington County Chamber of Commerce	Community Based-Local Workforce B-3 & C-1	8/1/2021- 7/31/2023
Timothy Chesleigh	Council Representative	EAS Regional Council of Carpenters 650 Ridge Road Pittsburgh, PA 15205	412-922-6200	tchesleigh@eascarpenters.org	EAS Regional Council of Carpenters	Labor-Local Workforce B-1 & B-2	8/1/2021- 7/31/2023
Lori Como	Chief Program Officeer	Literacy Pittsburgh 411 College Avenue Beaver, PA 15009	412-393-7640	lcomo@literacypittsburgh.org	Beaver County Chamber of Commerce	Education C-1	8/1/2020- 7/31/2022
John Feraco	Senior Director, Business Operations	Styropek 400 Frankfort Road Monaca, PA 15061	724-770-2395	John.feraco@styropek.com	Beaver County Chamber of Commerce	Business Representative A	2/11/2021- 7/31/2025
James Fitzgerald	Advisor, Transmission Construction	First Energy Corporation 128 Ferry Hill Rd. Shippingport, PA 15077	330-807-1036	jfitzgerald@firstenergycorp.com	Beaver County Chamber of Commerce	Business Representative A	8/1/2020- 7/31/2022

WDB MEMBERSHIP

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John Goberish	Dean of Workforce Development and Continuing Education	Community College of Beaver County 1 Campus Drive Monaca, PA 15061	724-480-3450	John.goberish@ccbc.edu	Community College of Beaver County Chancellor	Education C	8/1/2020- 7/31/2022
Katie Hager	Workforce Development Manager	DMI Companies 210 Fifth Street Charleroi, PA 15022	724-310-1244	khager@dmicompanies.com	Washington County Chamber of Commerce	Business Representative A-1	8/1/2021- 7/31/2023
Linda Hall	Administrator	Beaver County Office on Aging 1020 8th Avenue Beaver Falls, PA 15010	724-601-6014	lhall@bcoa.us	Beaver County Chamber of Commerce	Community Based-Local Workforce B-3	8/1/2021- 7/31/2023
Ben Hays	Contract Manger	Greenbriar Treatment Center 800 Manor Drive Washinigton PA 15301	724-225-9700	bhays@greenbriar.net	Washington County Chamber of Commerce	Business Representative A	1/23/2020- 7/31/2022
Gregory Hojdila	Training Director	IBEW 712 217 Sassafras Lane Beaver, PA 15009	724-775-6920	iatc@wcpaeiatc.org	Beaver County Chamber of Commerce	Labor- Local Workforce B-1 & B-2	8/1/2020- 7/31/2023
Mark Krupa	Administrative Director	Greene County CTC 60 Zimmerman Drive Waynesburg, PA 15370	724-681-3106 x202	krupam@greenectc.org	Joint Operating Committee Greene CTC	Workforce B3 & Education C2	8/1/2021– 7/31/2024
John Lackovic	Vice President, Glass Operations	Corelle Brands, LLC 100 8th Street Charleroi, PA 15022	724-489-2292	lackovicjl@worldkitchen.com	Mon Valley Regional Chamber of Commerce	Business Representative A	8/1/2021- 7/31/2024
Polly Mangan	Director, Human Resources	C3Controls P.O. Box 496 Beaver, PA 15009	724-775-7926	pcapots@c3controls.com	Beaver County Chamber of Commerce	Business Representative A	8/1/2020- 7/31/2022
Jeff Marshall	Chief Clerk	Greene County Chief Clerk 93 East High Street Waynesburg, PA 15370	724-852-5210	jmarshall@co.greene.pa.us	Greene County Chamber of Commerce	Governmental/ economic/comm Development D-1	8/1/2020- 7/31/2022

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Darla Openbrier	District Administrator	Bureau of Vocational Rehabilitation 201 West Wheeling St. Washington, PA 15301	724-223-4430 Fax: 724-223-4463	dopenbrier@pa.gov	Department of Labor and Industry	Governmental/ economic/comm Development C-3 & D-3	8/1/2021-7/31/2024
Sam Osten	President	Impact Guard, LLC. 31 Leetsdale Drive Leetsdale, PA 15053	724-318-8800	sosten@impact-guard.com	Beaver County Chamber of Commerce	Business Representative A	8/22/2019-7/31/2022
Stephanie Paluda	Supervisor, Government & Community Affairs	EQT Corporation 400 Woodcliff Drive Canonsburg, PA 15317	412-480-1228	spaluda@eqt.com	Washington County Chamber of Commerce	Business Representative A	8/1/2021-7/31/2024
Donna Ramusivich	Quality/Risk Management Senior Vice President	Mon Valley Hospital 1163 Country Club Road Monongahela, PA 15063	724-258-1088	dramusivich@monvalleyhospital.com	Washington County Chamber of Commerce	Business Representative A	8/1/2019-7/31/2023
Paul Rockage	Western Industrial General Manager	McCarl's, Inc PO Box 191 Beaver Falls, PA 15010	724-359-1831	prockage@mccarl.com	Beaver County Chamber of Commerce	Business Representative A	3/13/2021-7/31/2023
Dr. Leslie Scott	Human Resource Director	SKC, Inc. 863 Valley View Road Eighty Four, PA 15330	724-941-9704	lscott@skcinc.com	Washington County Chamber of Commerce	Business Representative A	8/1/2020-7/31/2022
Brandon Schaffer	Training Manager	Washington Penn Plastics 450 Race Track Road PO Box 236 Washington, PA 15301	724-206-4423	schaffer@washpenn.com	Washington County Chamber of Commerce	Business Representative A	9/16/2019-7/31/2022
Frank Staszko	Assistant Regional Director PA Dept of Labor	570 Galiffa Drive Donora, PA 15033	724-379-4750	Fstaszko@pa.gov	Department of L&I	Governmental/ economic/comm Development D-2	8/1/2021-7/31/2023
Lew Villotti	President	Beaver County Corporation for Economic Development 250 Insurance Street, Suite 300 Beaver, PA 15009	724-182-8610	lvillotti@beavercountyced.org	Beaver County Chamber of Commerce	Governmental/ economic/comm Development D-1	10/10/2019-7/31/2023

WDB MEMBERSHIP

LOCAL WORKFORCE DEVELOPMENT BOARD MEMBERSHIP LIST

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James Watt	USW Staff Representative	United Steel Workers District 10 1945 Lincoln Highway North Versailles, PA 15137	412-824-8140	jwatt@usw.org	United Steel Workers District 10	Labor Organization B-1	8/20/2020- 7/31/2023
Terry Wiltrout	President	Washington Health Systems Greene 350 Bonar Avenue Waynesburg, PA 15370	724-627-3101	twiltrout@whs.org	Washington County Chamber of Commerce	Business Representative A	8/1/20121- 7/31/2024
Laural Ziemba	Director, Public Affairs	Range Resources 3000 Town Center Blvd. Canonsburg PA 15317	724-743-6786	lziemba@rangeresources.com	Washington County Chamber of Commerce	Business Representative A	8/1/2020- 7/31/2023

SCWDB Committees

Business Development/PA CareerLink® Committee
General Tasks: *Provide oversight and guidance of the PACL Operator procurement process, PACL Operator oversight, employer relations, business service teams and PACL marketing*

- John Feraco
- John Goberish
- Stephanie Paluda
- Frank Staszko
- Laural Ziemba

Quality Assurance Committee
General Tasks: *Focus on job seekers, contracted service providers, and training providers; Provide oversight and guidance of the Title I procurement process*

- Darlene Bigler
- Polly Mangan
- Linda Hall
- Greg Hojdila
- Donna Ramusivich

Youth Council
General Tasks: *Support and advise the WDB in the procurement and delivery of youth services, as well as promote career pathways and tangible opportunities for youth*

- Linda Andrews
- James Fitzgerald
- Jeffrey Marshall
- Darla Openbrier
- Terry Wiltrout
- Carrie Nolan

MINUTES

The August 24, 2021 meeting of the Southwest Corner Workforce Development Board was held at The Hilton Garden Inn, Southpointe in Canonsburg, PA.

Board Members in attendance:

Hilary Baker	Ben Hays	Brandon Schaffer
Mark Beichner	Gregory Hojdila	Dr. Leslie Scott
Darlene Bigler	John Lackovic	Frank Staszko
Timothy Chesleigh	Jeff Marshall	Lew Villotti
Lori Como	Darla Openbrier	James Watt
John Goberish	Stephanie Paluda	Terry Wiltrout
	Donna Ramusivich	

Board Members participating via conference call:

James Fitzgerald	Linda Hall	Laural Ziemba
Katie Hager	Paul Rockage	

Board Members not in attendance:

Linda Andrews	Mark Krupa	Sam Osten
John Feraco	Polly Mangan	

County Commissioners in attendance:
Honorable Mike Belding, Greene County
Honorable Betsy McClure, Greene County
Honorable Diana Irey-Vaughan, Washington County
Honorable Nick Sherman, Washington County

Washington Greene County Job Training Agency, Inc. staff members:

Ami Gatts, President	Bob Laick
Ryan Russell	Maria Villotti

Title I providers and PA CareerLink® staff members:
Lisa Neil, Southwest Training Services, Inc.
Cindy Derrico, Southwest Training Services, Inc.
Ester Barnes, Southwest Training Services, Inc.
Rick Riley, Job Training for Beaver County, Inc.
Richard Strother, Job Training for Beaver County, Inc.
Harry Angelo, Job Training for Beaver County, Inc.
Aimee Trunzo, PA CareerLink® Site Administrator, Washington
Rachel Rotolo, PA CareerLink® Site Administrator, Mon Valley
Terri Cooley-Taylor, PA CareerLink® Site Administrator, Greene County
Dianne Funkhouser, PA CareerLink® Site Administrator, Beaver County

Guests:
Jennifer Nestor, PA Department of L&I
Marshall Palmer, PA Department of L&I
Chester Lampman, PA Department of L&I
Rachel Zilcosky, Intermediate Unit 1
Kerry Jevsevar, Council of Three Rivers American Indian Center, Inc.
Jane Black, Mon Valley Initiative
Natalie Olup, Rosedale Technical College

Chairman Terry Wiltrout called the meeting to order at 8:36 am. He began by thanking the members for attending and noted that it was good to be back meeting in person once again. Chairman Wiltrout then welcomed the board's newest member, Timothy Chesleigh, Council Representative from the Eastern Atlantic States Regional Council of Carpenters. Moving on, he directed the board members to pages 10-23 of the briefing book, where they could find the consent agenda for the meeting. Chairman Wiltrout asked for a motion to approve the consent agenda. Ms. Ramusivich made the motion, and Ms. Como seconded. All in favor, no opposed or abstentions, motion carried.

Chairman Wiltrout next asked Ms. Como and Ms. Zilcosky to deliver the Title II Coalition Annual Report. Ms. Como began by remarking that it's been a great year for the title II programs, highlighted by the resiliency of their tutors and programs. She pointed out that the board could follow along with the report in the briefing book, where it was on pages 24-26. She then asked Ms. Zilcosky to discuss the report in relation to Intermediate Unit 1. Ms. Zilcosky said that in serving both Washington and Greene Counties, one of the best things to come out of adapting to the pandemic over the past year was the new ability to provide remote services to participants. Previously, all instruction had to happen face-to-face, but now, she said, they intend to continue offering remote options into the future, with an eye toward reaching students who are also working. Ms. Zilcosky said that in the past year they held hybrid classes at the Washington, Mon Valley, and Greene County PA CareerLink® centers., as well as a class at Penn Commercial and an ESL program in collaboration with the Literacy Council of Southwestern PA. She also mentioned that prior to the pandemic, IU1 held classes at the Greene County Jail, which they would like to return to in the future. Starting next month, IU1 will begin a 13-session offering of digital literacy classes at the three PACL Centers they serve. Classes will be both face-to-face and asynchronous, and will be open to anyone.

Ms. Como then took over to discuss the report for Literacy Pittsburgh, which serves Beaver County, by mentioning that they had experienced a rise in ESL students in the past year, likely boosted by both in-person and online class offerings. She also said that Literacy Pittsburgh had had success in leveraging their tech lending program to reach more individuals who might not otherwise have access to the necessary technology for remote learning. They will be offering a full set of digital literacy courses as well, beginning in October. Literacy Pittsbugh also serves students at the Beaver County Jail. Ms. Como said that they have been lucky to have their volunteer tutors be so adaptable in teaching remote classes, but are looking into opening more face-to-face classes moving forward.

Both Ms. Como and Ms. Zilcosky presented success stories from their respective programs. Mrs. Zilcosky talked about Sarah, who earned her high school equivalency in October 2020, got a post-secondary scholarship, and recently began the LPN program at Penn Commercial. Ms. Como told the story of Victoria, who worked through pandemic-related delays to successfully get her GED in February 2021, and was also able to have a paid work experience through Job Training for Beaver County. Chairman Wiltrout thanked Ms. Como and Ms. Zilcosky for their report, then asked for a motion to approve the Title II Coalition Annual Report. Mr. Lackovic made the motion, and Mr. Hojdila seconded. All in favor, no opposed or abstentions, motion carried.

Chairman Wiltrout next brought up the local and regional plans, mentioning that the State approved the plans, and now they needed the approval of the board. Director Gatts then informed the board that although they had previously approved the plan, the state sent back a few clarifications, and so the board must re-approve the plans. She asked if there were any questions and reminded the board she had sent them the links to both the local and regional plans prior to the meeting. With no questions, Chairman Wiltrout asked for a motion to approve the regional and local plans. Ms. Bigler made the motion, and Mr. Chesleigh seconded. All in favor, no opposed or abstentions, motion carried.

Chairman Wiltrout then asked Director Gatts to discuss the WDB staff reports, beginning on page 29. She began by updating the board on the status of services at the PACL Centers, which have now moved from being appointment only to being completely open for walk-in customers. Then Ms. Gatts began to go over the fiscal reports. She directed the board to page 30, where they could find the 2021 allocations, and pointed out that the local area's WIOA allocation actually increased by around $26,000 due to the state reallocating unused funds from other areas. She mentioned that there may be a bit more money added in September when the state finishes their closeouts. Ms. Gatts moved on to the cumulative reports beginning on page 31, and stated that the PY 19 funds have been fully expended, and all expenditure requirements were hit, while around $900,000 remains to be expended for PY 20, with all funds around 70% expended. She then explained that the PY 21 report outlines how the board intends to spend the money. Ms. Gatts then directed the board to page 34, where they could find the 4th quarter operating budget for the 4 PACL Centers covered by the board. She pointed out that there was a bit of a surplus because the Site Administrator for the Mon Valley PACL retired, but the State allowed their BWPO supervisor at the site to cover the duties for about 6 months at no extra cost. That extra money was used instead for upgrades to the site, including new carpeting and partitions. Ms. Gatts then turned to page 35, showing the new operating budget. She said that despite the trials of this past year, Ms. Gatts noted, the Southwest Corner did not lose any partners from the PACL Centers. Then she moved on to the grant Financial Status Report summary of expenditures starting on page 36. For PY 20, around 70% of Adult and Youth funds and around 80% of Dislocated Worker funds have been expended, meaning that all the expenditure goals were hit for the end of June. She continued on to discuss the grant financial status reports, beginning with the COVID PACL grant money, which was used to aid local vaccine clinics, an effort that turned out not to be as big of a project as anticipated. However, the clinics may be opening back up again, giving another opportunity to provide aid. The State also sent out an email with examples of ways to spend the rest of those funds, so it's possible one of the committees will be tasked with discussing options of how to spend them in the near future. Ms. Gatts moved on to discuss the Business Education Partnership (BEP) and Student Local Internship Program (SLIP). BEP, Ms. Gatts explained, is broader and allows for funding of a

variety of activities, while SLIP is specifically for placing young adults in high school or college in internship opportunities in fields that they are interested in pursuing careers in. This year, there was only enough money for a total of 10 students to go through the program. Ms. Gatts then began to speak about the Opioid grant, which she said is now over. There's a small amount left unexpended, but Ms. Gatts noted that the original amount received is far less than the total amount they ended up with because they received additional funds twice. Ms. Gatts said that she spoke to the Deputy Secretary the other day, and told her that if she could do something on a wish list with funding, she would put more money into substance abuse programs like this one. Ms. Gatts said she believes this is the program that impacted the most people, both through Certified Recovery Specialist training and general job training. She said they were able to serve around 220 people, and that the sites should be commended for that effort. The ARC grant will help progress efforts that began under this grant with a focus on finding recovery-friendly employers. Next Ms. Gatts discussed rapid response funds, which have $50,000 unexpended, but said that should be contracted out for dislocated workers soon. She then touched on Industry Partnerships and PAsmart grants. Industry Partnership grants are in a waiver process at the moment but that should be extended by sometime in September. Ms. Gatts said they have been focusing a lot on the youth reentry grant, searching for youth who have been touched by the criminal justice system, and if anyone knows of youth that fit, refer them to the program, as funds are only about half expended. Ms. Gatts reminded the board that in regards to expenditure of EARN funds, people can only be served who are on assistance and who are referred to the program, so they can't go out and recruit participants. Next Ms. Gatts touched on the income statements, beginning on page 40, and let the board know that the audit can be found on the board website.

Chairman Wiltrout took a pause for questions, and asked Ms. Gatts if it would be worthwhile to reach out to other pharmacies in regard to aiding with vaccine clinics as they open again. Ms. Gatts responded that if Chairman Wiltrout could share any contacts or guidance, they would gladly engage with those groups and maybe even be able to transition the connections into an industry partnership. Chairman Wiltrout then expressed that he felt trying to get additional funding for opioid programs would be a good idea. Commissioner Irey Vaughn asked if at-home saliva tests for COVID could be handed out as part of the COVID PACL grant, to which Chairman Wiltrout responded that currently even hospitals are having trouble getting them as they are in short supply, but it would be a possibility if supply went up in the future.

Chairman Wiltrout asked what happens to funds that are unexpended. Ms. Gatts said that any unexpended funds are sent back to the state. With no further questions, Chairman Wiltrout asked for a motion to approve the fiscal reports. Mr. Stazsko made the motion, and Mr. Beichner seconded. All in favor, no opposed or abstentions, motion carried.

Chairman Wiltrout then asked Director Gatts to give the Director's report, beginning on page 46. Ms. Gatts then began the report by giving updates on some of the grants applications that were recently submitted, beginning with the SPOKES Grant, which she explained is a statewide effort to help microbusinesses and women-owned businesses stay open and expand. The WORC Grant is a grant aimed at the healthcare industry and focuses on creating pathways for both people in the healthcare industry who want to move their careers forward and people who want to enter the healthcare industry. She

moved on to recently awarded grants. The EQT grant in Greene County allows for mentoring, counseling, and feeding truant children. There wasn't much to do in this area during the summer, but Ms. Gatts said things are starting back up now that the school year is beginning. She touched again on the ARC Inspire Grant, which takes a more employer-focused approach to substance abuse issues. Activities include looking for recovery-friendly employers and giving employers resources they need to become recovery-friendly if they are willing to do so.

In regard to pandemic response, found on page 50, Ms. Gatts informed the board that at this point, masks are still not required for either employees or customers in PACL offices. She said the commissioners decided to continue following current procedures in regards to masking, though they would consider changes on a local basis if an area saw a particularly large rise in cases. In the PACL Centers, mitigation efforts such as cleaning, social distancing, and offering of masks and hand sanitizer continue.

Ms. Gatts then asked Ms. Neil and Mr. Riley to report on this year's summer youth program, found beginning on page 52. Mr. Riley began, stating that Beaver County had served 71 youth through work experiences. He expressed that he was happy to be reestablishing relationships with local schools as worksites for the summer youth, as they are one of their better worksites. Mr. Riley said that, as usual, they also had their summer camp for youth ages 14 & 15. The camp focuses on a carpentry project that the kids work on then donate to the Senior Gardens. Also, the youth were exposed to cosmetology, HVAC, graphic design, and photography, as well as lessons on financial literacy and a visit to Inventionland. Mr. Riley then discussed the SLIP program, where students were working at the county courthouse, QuickBooks store, and the Chamber of Commerce. He said that the locations were good matches for the student's majors, thus providing quality internships that will benefit the students as they further their careers. Ms. Ramusivich asked what Inventionland was, and Mr. Riley read the description found on page 53, then said it is located in Fox Chapel.

Ms. Neil then took over to discuss the Southwest Training, Inc. summer youth program in Washington and Greene counties. She said the summer was challenging but productive, and that they were able to serve 111 youth through work experiences. Ms. Barnes and her staff, she said, worked hard to match the employers with the youth. Ms. Neil highlighted that the program had success with a few new worksites, including the Greene County United Way and the Greene County Industrial Development Authority. Overall, she said, participants were placed in career focused jobs. The summer camp program was different than past years, because the career and technical schools weren't opening their sites for camps due to COVID. Instead, they partnered with Washington Health Systems' Teen Outreach program to hold six hybrid camps over the summer, featuring four clubs for the students, STEM related activities and activities to build leadership skills. Ms. Neil highlighted that as part of the camps, there was a weekly youth support group that allowed the youth to express their feelings in a judgement-free environment. Southwest also partnered with Strive for a Better Tomorrow and used some BEP funds to help fund their field trips. Ms. Neil mentioned that both sites (Southwest Training, Inc. and Job Training for Beaver County, Inc.) partnered to pilot a new youth mentoring activity based through a phone app. The activity targeted 30 kids in the summer program who were reached out to by their mentor regularly during their work experience. She also said that virtual workshops are still being offered. The BEP numbers, Ms. Neil added, were a little under this year because most of the usual activities funded occur during the school

year through schools, and COVID made that difficult. Out of a target of 2,500 kids served, Washington and Greene County still managed to serve 1,115 kids. Additionally, Ns. Neil said the collaborated with Ambulance and Chair Service as a result of the opioid grant. Southwest used BEP funding to help 5 out-of-school youth become EMTs this summer as part of this partnership. Ms. Neil also worked with Ambulance and Chair Services to become a training provider. Through SLIP, the youth providers served 13 participants at 12 different worksites, and a few of them were hired full time by the employers they interned with.

Chairman Wiltrout paused to give special recognition to Ms. Barnes. He said he was at a personal event when two young men who had worked at Bentworth High School through the summer work experience came up and began speaking with him. They seemed proud of their work repainting the field house and specifically mentioned having worked with Ms. Barnes. Chairman Wiltrout thanked Ms. Barnes for her hard work in providing youth with meaningful experiences.

Moving on, Ms. Gatts informed the board that they could find the list of High Priority Occupations beginning on page 57 in the briefing book. She explained that some things that had been taken off had been petitioned to be added back to the list, and that this was a fairly normal process occurring around the same time each year. Ms. Gatts then discussed the performance data report for the 4th quarter 2020, saying that despite the many changes that occurred due to the pandemic, the area was still able to meet all the performance measures for the quarter. She also reminded the board that in the separate handout they could find the historical data reports to compare the performance data from the last few years. Chairman Wiltrout asked what Ms. Gatts thought the impact of extra unemployment benefits expiring at the beginning of September would be on the PACL Centers. Ms. Gatts felt that there would definitely be an increase in traffic, but she did not expect it to be a quick rush of people. She asked if Mr. Stazsko had anything to add, and he voiced his general agreement with Ms. Gatts' analysis, adding that some of the claimants may still be eligible for other forms of unemployment. Chairman Wiltrout asked for a motion to approve the PY20 4th quarter WIOA Performance Data Reports. Mr. Chesleigh made the motion, and Ms. Paluda seconded. All in favor, no opposed or abstentions, motion carried.

Chairman Wiltrout asked if there was any other or new business. Commissioner Irey-Vaughan asked Ms. Gatts about a comprehensive job training education guide they had spoken about in the past. Ms. Gatts said it's progressing well and should hopefully be ready in September, adding that they are creating one for Washington now, then will also be creating them for Beaver and Greene counties. Commissioner Irey-Vaughan mentioned that they had a list of apprenticeship programs in the area that could be added to the list if desired. With no further questions, Chairman Wiltrout asked for any public comment, then announced that the board's next meeting would be on November 23, 2021. He then asked for a motion to adjourn the meeting. Ms. Como made the motion, and Mr. Hojdila seconded. All in favor, no opposed or abstentions.

The meeting was adjourned at 9:27 am.

Respectfully submitted by Ryan Russell

MONITORING REPORT

With PA CareerLink® Centers now open to foot traffic, things returned closer to normal in the local centers. Staff have done well navigating the challenges presented by the end of pandemic unemployment benefits in September and the growing pains that always come with changes in technology. They should especially be commended for their work assisting customers with the ID.me process necessary for accessing unemployment benefits. The process can be long, difficult, and stressful for customers, but staff have been great at sticking with it and adapting to make sure customers get the help they need. Building off of momentum from successful PA CareerLink® Day events in August, the Beaver, Greene, Mon Valley and Washington PA CareerLink® Centers held job fairs in October. The events engaged a large number of both employers and job seekers, with both sides leaving the events satisfied with the experience.

Twenty cases were reviewed this quarter from the Title I programs, ten each from Southwest Training Services and Job Training for Beaver County. The cases reviewed were found to be in compliance with regulatory requirements and documented positive impact on customers' lives. They demonstrated the staff's commitment to serving participants, even when presented with challenging cases.

One such case was a 27-year-old ex-offender, who, due to the nature of his convictions and the conditions of his parole, could not find a place where he could train for his CDL and was denied employment at many locations. Despite many attempts at placing him falling through, staff was persistent and did not give up on him. They eventually found an employer who was willing to give the client a second chance as an insulation installer for $15.25 an hour.

In all, 13 of the participants in the cases reviewed (five adult, five dislocated worker, and three out-of-school youth) were placed in training or employment in high priority occupations, including truck drivers, licensed practical nurses, police officers, insulation workers, carpenters, HVAC mechanics/installers, and EMTs. Three more were out-of-school youth who are working towards obtaining, or have obtained, their GED through WIOA services and are now looking to move forward with training. Four of the cases were in-school youth cases. Three of these participated in paid work experience, and one is currently attending college.

As everyone knows, employers are struggling to find workers right now, a fact which was highlighted in one of the cases reviewed. The client, a 57-year-old dislocated worker, attended Penn Commercial to obtain his CDL, which he did successfully in April of this year. He had employment lined up at a trucking company, but before he could start, he contracted a case of COVID-19 that sent him to the hospital and left him in recovery for months. The whole time, the trucking company assured him he still had a job as soon as he was able to start, which he was finally able to do in October. The employer could not afford to drop someone who was willing and able to work for them, even though his start date was delayed by months.

Overall, the Title I case files reviewed demonstrated effective use of funding, placing individuals into high priority occupations that provide them with meaningful, sustainable employment.

Respectfully submitted by Maria Villotti

Beaver, Greene, & Washington Counties, PA

SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

WDB PROGRAM DATA REPORTS

COMBINED WIOA DATA REPORT
1st Quarter: JULY 1, 2021 – September 30, 2021

WIOA Adult and DW ITA/OJT Training Participants and Costs

	Enrolled in Training	Total Costs
Washington	25	$101,822.34
Greene	9	$49,329.00
Beaver	58	$115,017.32
TOTAL	92	$266,168.66

WIOA Adult and DW Incumbent Worker Participants and Costs

	Enrolled in Training	Total Costs
Washington	50	$42,916.00
Greene	0	$0.00
Beaver	2	$13,755.23
TOTAL	52	$56,671.23

WIOA Adult Employment and Earnings

	Total Enrolled	Exited Program	Excluded from Performance	Other Exit Reason	Obtained Employment	Average Wage
Washington	33	6	0	0	6	$16.41
Greene	12	1	0	0	1	$20.00
Beaver	53	20	2	3	15	$17.06
TOTAL	98	27	2	3	22	$17.02

WIOA Dislocated Worker Employment and Earnings

	Total Enrolled	Exited Program	Excluded from Performance	Other Exit Reason	Obtained Employment	Average Wage
Washington	28	7	0	0	7	$17.40
Greene	13	4	0	1	3	$22.83
Beaver	56	24	1	3	20	$24.15
TOTAL	97	35	1	4	30	$22.44

Trade Adjustment Act Participants and Costs

	Enrolled in Training	Total Costs
Beaver	4	$151,396.00
Greene	1	$6,895.00
Washington	5	$115,411.00
Mon Valley	2	$55,499.00
TOTAL	12	$329,201.00

Trade Adjustment Act Employment and Earnings

	Total Enrolled	Exited Program	Excluded from Performance	Other Exit Reason	Obtained Employment	Average Wage
Washington	34	1	0	0	1	$22.00
Greene	3	0	0	0	0	$0.00
Beaver	17	3	0	0	3	$27.72
TOTAL	54	4	0	0	4	$26.29

Youth Reentry Cooperative Network Total Grant Training Participants and Costs

	Total Enrolled	Participant ITAs	Participant OJTs	Participant Work Experience	Total Costs
Washington	4	2	1	1	$ 21,210.97
Greene	6	3	0	3	$ 36,549.18
Beaver	7	2	0	4	$ 23,971.55
Total	17	7	1	8	$ 81,731.70

Youth Reports

WIOA Youth Enrollment

	In-School Youth Enrolled	Out-Of-School Youth Enrolled	Total Enrolled	Total Exited
Washington	39	42	81	5
Greene	7	7	14	0
Beaver	6	20	26	2
TOTAL	52	69	121	7

WIOA Youth Training Participants and Costs – Individual Training Account

	Enrolled in ITA	Total Costs
Washington	16	$42,828.00
Greene	4	$30,895.00
Beaver	0	$0.00
TOTAL	20	$73,723.00

WIOA Youth Training Participants and Costs – Work Experience

	Enrolled in WEX	Total Costs
Washington	20	$35,472.48
Greene	4	
Beaver	11	$23,107.93
TOTAL	35	$58,580.41

TANF Youth

	Enrollment	Work Experience	Total Costs
Washington	97	59	$103,997.47
Greene	17	12	
Beaver	36	36	$53,189.30
TOTAL	150	107	$157,186.77

COMBINED PA CAREERLINK® DATA REPORT (1st Quarter PY21)

Jobseeker Services

	Enrolled in System	Attended Workshop[1]	Utilized Center[2]	Unemployment Compensation
Beaver	1,476	N/A	1,545	811
Greene	218	N/A	687	152
Washington	1,044	N/A	432	242
Mon-Valley	511	N/A	877	368
TOTAL	3,249	301	3,541	1,573

Business Services

	New Employers	Job Orders	Info Phone Calls	CL Employer Orientations	Visits	LMI
Beaver	33	1,060	355	33	81	115
Greene	7	113	322	7	6	4
Washington	18	1,254	189	3	24	213
Mon-Valley	4	217	548	5	12	105
TOTAL	62	2,644	1,495	41	123	437

1- Workshops were provided virtually as an area
2- Utilized center includes only actual onsite visitors

Business Services- Number of Contacts by Industry Cluster (Note: This is a quarterly report)

	Energy		Logistics & Transportation		Advanced Manufacturing		Health		Construction		Other		
	#	%	#	%	#	%	#	%	#	%	#	%	TOTAL
Beaver	36	8.6%	65	15.6%	46	11.0%	39	9.4%	29	7.0%	202	48.4%	417
Greene	43	7.6%	81	14.3%	81	14.3%	62	11.0%	97	17.1%	202	35.7%	566
Washington	14	6.5%	11	5.1%	20	9.3%	22	10.3%	24	11.2%	123	57.5%	214
Mon-Valley	21	3.8%	35	6.4%	117	21.4%	69	12.6%	92	16.8%	214	39.1%	548
TOTAL	114	6.5%	192	11.0%	264	15.1%	192	11.0%	242	13.9%	741	42.5%	1745

Southwest Corner Business & Education Partnership Grant

(Cumulative report) February 2020 to September 2021

Grant Goals	Grant Minimums	Washington	Greene	Beaver	Southwest Corner Total
Number of Students Served	2,500	1,415	380	392	2,187
Number of Job Shadowing Experiences	250	149	75	91	315
Number of Employers Involved	250	315	135	101	551
Number of Engagement/ Outreach Activities with the Community	50	107	52	64	223
Number of Internships/Work Experiences (paid/unpaid)	200	835	197	125	1,157
Number of Students in Post-Secondary Education	50	275	42	41	358
Number of Teachers/Counselors Engaged in Career Awareness	50	56	42	41	139
Student Participation in STEM Activities	500	371	150	144	665
Number of Industry Related Career Camps	10	10	3	5	18
Engagement/Reengagement of Out-Of-School Youth	100	145	66	76	287
Teacher in the Workplace Activities	10	30	18	0	48
Pre-Apprenticeship/ Apprenticeship Connections	10	23	8	26	57

Performance Chart Legend

Exclusions from Performance

- 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 Reason

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

Included in Credential Measure

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

EARN - Performance Requirement Report
July 1, 2021 through September 30, 2021

Category	Description	Actual	Goal
Assessment	A comprehensive household assessment must be conducted within 7 days of participant's enrollment	**100%**	85%
IEP	A detailed IEP must be documented and include plans to address participants challenges and agreed upon plans for resolution with 14 business days after the assessment is completed.	**100%**	85%
Licensed Counselor or Social Worker	A network of professionals must be established so that eligible participants have an introductory meeting and are able to meet with an appropriate professional at least once a month.	**58%**	80%
Secondary Equivalency and Credentialing (including referrals to outside programs)	Coordination of educational activities through referrals to ELECT service providers and the KEYS program OR For participants in a credentialing or secondary equivalency program, a participant must receive a diploma or certification that will provide the participant with an industry-recognized certificate or certification and marketable skill directly related to their employment goals listed on their AMR and IEP	**73%**	50%
Job Placement **Data only available through July 31, 2021**	Placement of participants in employment where participant is meeting 20 hours per week (80 hours per month) in Unsubsidized Employment and is paid at least two dollars above the higher of the federal or state minimum wage as of July 1st of the program year. Placement can be met at any time once employment begins until the end of the retention period.	**18%**	70%
Job Retention	Retention begins when an individual obtains unsubsidized employment (Activity 33) and is placed in CWDS Extended Hold indicating the initial TANF services have ended. The program is to continue to serve the individual during the retention period, up to twelve months. A participant may meet the retention goal up to two times, at six (6) months and twelve (12) months after the project ends.	**56%**	50%
Earned Income	Applies to participants who have achieved Placement. At the conclusion of the 12-month retention period, the participant has increased their earned income.	**N/A**	75%

2022 Meeting Dates

CLEO Meeting Dates

The Southwest Corner Chief Local Elected Official Board meetings would be held at 10:00 am at Room 704 Courthouse Square, Washington, PA. Meeting dates will be as follows:

February 7, 2022
May 9, 2022
August 8, 2022
November 7, 2022

WDB Meeting Dates

The following Southwest Corner Workforce Development Board quarterly meetings would be held at 8:30 am at the Hilton Garden Inn Southpointe in Canonsburg, PA. Meeting dates will be as follows:

February 22, 2022
May 31, 2022
August 30, 2022
November 29, 2022

PA CareerLink® Certification/PACL Operator Review

According to guidance provided by the PA Department of Labor & Industry through Workforce System Policy 121-05 released on June 7, 2017, local workforce boards are responsible for PA CareerLink® Certification and Continuous Improvement activities. Background information states:
To be eligible to receive infrastructure funding as described in WIOA Sec. 121(h), local boards must assess the local one-stop delivery system at least once every three (3) years. Such an assessment must include the effectiveness, physical and programmatic accessibility in accordance with WIOA Sec. 188, if applicable, and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et. Seq.), service integration, and the continuous improvement of the local PA CareerLink® system and each center under its purview.

Local boards have been tasked to certify each Comprehensive PA CareerLink® annually. With a second task of performing a review of the PACL Operators in regard to their administration of the centers, SCWDB staff has developed a tool to be used for simultaneous oversight of both the Operators and PACL centers.

SCWDB certified the four PACL centers at the November 2017 quarterly meeting, and re-certified the centers at each subsequent November quarterly meeting. This year, Site Administrators were asked to review and update the original document for the 2021 review, while providing all necessary information to support the recertification of the centers. PACL Operator Lisa Neil reviewed the documents, and approved the submissions. All required items were complete and collected. Full reports, reviews, and attachments are being compiled and will be available for review by BWDA.

In addition to the certification tool, the site administrators were also asked to complete a newly developed NDEO monitoring tool. This monitoring tool will ensure that all centers are maintaining compliance with requirements related to non-discrimination and equal opportunity. Site Administrators were also required to have the Office of Vocational Rehabilitation perform an ADA review. OVR ADA reviews were not being performed until recently due to pandemic restrictions. Any deficiencies identified, will be required to be remedied.

A copy of the completed Mon Valley Certification report is included for reference of areas reviewed. All sites provided, sufficient evidence to meet compliance. All sites will be required to comply with OVR ADA walkthrough recommendations within 30 days. The return of local site Job Fairs, after a year off due to the pandemic, was identified as promising practice and considered a major benefit for local Job Seekers and local employers. An additional promising practice that continues to benefit the local area is the development of virtual service. SCWDB staff are recommending that the WDB re-certify all four centers for 2022 and approve the operator review for 2021.

Once approved by the SCWDB, staff will move to submit to Commonwealth and consider the PACL centers recertified for the 2022 calendar year.

Respectfully submitted by Ryan Russell

Southwest Corner Workforce Development Board

Quality Review For One-Stop Operator

Date of Report: Nov-22
Report Submitted By: Ryan Russell

Sigature:

Identifying Data			
PACL Name	**PACL #**	**PACL Address**	**PACL Phone**
PA CareerLink® Mon Valley	0612	570 Galiffa Drive, Donora, PA 15033	724-379-4750 **PACL Fax** 724-379-6406

One-Stop Operator: SCWDB Consortium - JTBC; PTC; SWTS

Contract Number: JTBC - 21 Operator 02 ; PTC - 21 Operator 12; SWTS - 21 Operator 01
Contract Period: 7/1/2021 **to** 6/30/2022
Current Program Year Budget: $4,000; $4,000; $8,000
Source(s) of Funding: WIOA Admin/Program

Review for Program Year: 2021
Review Begin Date: 10/22/2021 **Review Completed Date:** 11/12/2021
Type of review: Desk audit, On-site review, fiscal review, staff analysis.

Staff Interviewed for this review:

Rachel Rotolo	Site Administrator
Linda Jack	BWPO Program Supervisor
Lisa Neil	Operator

One-Stop Partners		
Required Partner	**Present**	**Local Provider of Service**
Title I ADW	Yes	Southwest Training Services, Inc.
Title I Youth	Yes	Southwest Training Services, Inc.
Job Corp	Yes	The Pittsburgh Job Corps Center
YouthBuild	No	No local entity
Native American programs	Yes	Council of Three Rivers American Indian Center, Inc.
Migrant & seasonal farm workers programs	Yes	Bureau of Workforce Partnership & Operations
Wagner-Peyser	Yes	Bureau of Workforce Partnership & Operations
Title II Adult Ed & Family Literacy Act	Yes	Intermediate Unit 1
Rehabilitation Act Title I parts A and B programs	Yes	Commonwealth of PA Vocational Rehabilitation
Senior Community Service Employment Program	Yes	SW PA Area Agency on Aging
Carl D. Perkins career & technical education programs	Yes	Pittsburgh Technical College
Trade Act	Yes	Bureau of Workforce Partnership & Operations
Jobs for Veterans	Yes	Bureau of Workforce Partnership & Operations
Community Services Block Grant employment & trng	Yes	Blueprints
HUD employment & training	No	No local entity
Unemployment Compensation	Yes	State Unemployment Compensation
Second Chance Act programs	No	No local entity
TANF	Yes	Department of Human Services CAO Mon Valley
Reason a required partner is not present in the one-stop:		
No local entity for those not represented		

Commonwealth Requirements				
MOU	**Term:**	7/1/2021	**to**	6/30/2022
All required signatures in place?		Yes		
		Yes		
ADA Standards Met:	Yes			
EO Standards Met:	Yes			

Comprehensive Site Criteria	Available	In Compliance
Mission statement?	Yes	Yes
Mission statement posted and visible to the public?	Yes	Yes
Full-time hours posted and visible to the public?	Yes	Yes
Hours outsde of full-time hours available?	No	Yes
All PACL visitors have access to all partner programs	Yes	Yes
PACL Operator provide oversight of day-to-day functions?	Yes	Yes
WIOA Adult Title I service provider staff physically in PACL?	Yes	Yes
WIOA DW Title I service provider staff physically in PACL?	Yes	Yes
WIOA Youth service provider staff physically in PACL?	Yes	Yes
All partners for this PACL completed MOU signature sheets?	Yes	Yes
Rquired partners paid full portion of RSA from the MOU?	Yes	Yes
How is fiscal accountability ensured for the PACL center?	Yes	Yes
Functions		
Welcome function	Yes	Yes
Skills/career development services	Yes	Yes
Access to training services	Yes	Yes
Access to all programs carried out by the one-stop partners	Yes	Yes
Workforce and labor market information	Yes	Yes
Business and employer services	Yes	Yes
Updated customer flow and one-stop org chart provided	Yes	Yes

Comprehensive Site Effectiveness		
	Available	In Compliance
PACL ensures services integrated into for job seekers.	Yes	Yes
PACL ensures services integrated into for employers.	Yes	Yes
Partner staff aware of their role in the workforce system	Yes	Yes
Partner staff aware of their role in performance accountability	Yes	Yes
PACL operate in a cost-effective manor	Yes	Yes
Fiscal accountability ensured for the PACL center	Yes	Yes
Enrollment, outreach, recruitment objectives - job seekers	Yes	Yes
Enrollment, outreach, recruitment objectives - employers	Yes	Yes

Customer Satisfaction		
	Available	In Compliance
Customer satisfaction collected for job seekers.	Yes	Yes
Customer satisfaction collected for employers.	Yes	Yes
System in place to respond to customer feedback	Yes	Yes
Most recent customer satisfaction results provided	Yes	Yes

Physical and Programmatic Accessibility		
	Available	In Compliance
PACL ADA Compliant	Yes	Yes
Last ADA Review of the PACL	Yes	Yes
Reasonable accommodations for individuals with disabilities	Yes	Yes
Auxiliary aids and services/technological devices available	Yes	Yes
Any ADA compliance issues/ complaints in the last 12 months	No	Yes

Continuous Improvement		
	Available	In Compliance
Defined process for identifying/responding to tech asst needs	Yes	Yes
Documented/defined plan for staff development	Yes	Yes
Staff development activities provided	Yes	Yes
Documented/defined plan for staff cross-training	Yes	Yes
Cross-training activities provided	Yes	Yes
Documented/defined plan for continuous improvement	Yes	Yes
Continuous improvement incorporated into performance goals	Yes	Yes
System in place to elicit and respond to partner feedback	Yes	Yes
All onsite partners received onboarding within 30-days of start	Yes	Yes

Outreach		
	Available	In Compliance
Has an outreach plan been developed?	Yes	Yes
Was a Job Fair(s) held this program year?	Yes	Yes
Positive relationships with community,education,pub leaders?	Yes	Yes
Website been developed for this site?	Yes	Yes
Social media presence maintained/what info is shared?	Yes	Yes

Physical/Programmatic Accessibility		
	Available	In Compliance
Facility rentals occurred to date this program year?	10	Yes
General condition of the facility?	Excellent	Yes
Center income been/planned re-invested this program year?	Yes	Yes
PACL closed/opened late/closed early due to weather/other?	No	Yes

WIOA		
	Available	In Compliance
Determination of eligibility	Yes	Yes
Process for secondary review and verificaiton of eligibility	Yes	Yes
Outreach, intake, and orientation provided for PACL	Yes	Yes
Initiate TANF benefits and services application at one-stop	Yes	Yes
How are literacy, numeracy, ELP assessed?	Yes	Yes
How are aptitudes,abilities,supportive service needs assessed?	Yes	Yes
How are the labor exchange services made available	Yes	Yes
Referrals/coordination with other programs/services done?	Yes	Yes
How is workforce/labor market employment info provided	Yes	Yes
Performance and cost information provided to customers	Yes	Yes
Supportive service availability info provided to customers	Yes	Yes
Info/assistance regarding filing of UC claims provided?	Yes	Yes
Financial aid assistance for programs not WIOA funded	Yes	Yes
Services appropriate to obtain/retain employment	Yes	Yes
Follow-up services to Adult/DW placed in unsubsidized Emp.?	Yes	Yes

General Comments

BWDA has mandated that required partners/programs that were previously determined not to have a local provider must be reviseted to ensure that status has not changed.

Best Practices

The return of the PACL Mon Valley Job Fair and Mini Job Fairs have been a great benefit for local job seekers and employers. It was encouraging to see these events return after they were cancelled in the previous year due to the pandemic.
The development of virtual services continues to be a major benefit for job seekers and staff. The virtual services have helped maintain safety and made services available to a large population.
The development of an ID Me Workstation has allowed staff to easily assist customers with Unemployment Compensation Benefit registration.

Concerns/Findings
No Concern or findings. All OVR walkthrough recommendations must be addressed with in 30 days of review.

WDB STAFF REPORTS

FISCAL REPORTS

- SCWDB PY 2020 Q5 Cumulative Report
- SCWDB PY 2021 Q1 Cumulative Report
- PACL PY21 Q1 Operating Budget-FSR
- Financial Status Reports - Information through 9/30/2021
- Washington-Greene County Job Training Agency Inc. Income Statement
- Washington-Greene County Job Training Agency Inc. Balance Sheet

SCWDB PY 2020 CUMULATIVE REPORT

Southwest Corner (Washington/Greene) - 165 — PY2020 Budget to YTD Q5 JULY - SEPTEMBER 2021 FSR

	Award FUNDING AVAILABLE	PY 2020 TITLE I 85% ADULT ALLOCATION	ADULT YTD Comparison	OVER(UNDER)	PY 2020 TITLE I 85% YOUTH FINAL ALLOCATION	YOUTH YTD Comparison	OVER(UNDER)
		$ 902,674.32	$ 762,210.17	$ 140,464.15	$ 959,228.97	$ 779,826.64	$ 179,402.33
ADMINISTRATION		$ 90,267.43	$ 34,159.37	$ 56,108.06	$ 95,922.90	$ 62,111.74	$ 33,811.16
A	Admin Staff Salaries & Fringe Benefits	$ 60,479.43	$ 23,267.74	$ 37,211.69	$ 62,349.90	$ 40,307.23	$ 22,042.67
A	Operational Expenses (e.g. travel, postage, etc.)	$ 29,788.00	$ 10,891.63	$ 18,896.37	$ 33,573.00	$ 21,804.51	$ 11,768.49
CAREER & SUPPORTIVE SERVICES		$ 557,406.89	$ 536,450.50	$ 20,956.39	$ -	$ -	$ -
P	Program Staff Salaries & Fringe Benefits	$ 417,506.89	$ 403,599.91	$ 13,906.98			$ -
P	Operational Expenses (e.g. travel, postage, etc.)	$ 113,400.00	$ 110,300.59	$ 3,099.41			$ -
P	Other Program Expenses	$ 3,000.00	$ 2,415.00	$ 585.00			$ -
P	Needs Related Payments	$ 7,500.00	$ 6,370.00	$ 1,130.00			$ -
P	Supportive Service Funds	$ 16,000.00	$ 13,765.00	$ 2,235.00			$ -
TRAINING SERVICES		$ 255,000.00	$ 191,600.30	$ 63,399.70	$ -	$ -	$ -
P	Tuition Payments/ITAs	$ 225,000.00	$ 177,296.30	$ 47,703.70			$ -
P	On The Job (OJT) Reimbursements	$ 30,000.00	$ 14,304.00	$ 15,696.00			$ -
WIOA YOUTH		$ -	$ -	$ -	$ 863,306.07	$ 717,714.90	$ 145,591.17
P	WIOA ISY - Work Experience (participating costs)				$ 62,000.00	$ 56,282.95	$ 5,717.05
P	WIOA ISY - Work Experience (staffing costs)				$ 16,300.00	$ 13,839.05	$ 2,460.95
P	WIOA ISY - Other Training Exp (please list below)				$ 6,500.00		$ 6,500.00
P	WIOA ISY - Other Staff & Operational Exp				$ 120,393.46	$ 106,667.57	$ 13,725.89
P	WIOA OSY - Work Experience (participant costs)				$ 122,300.00	$ 103,296.27	$ 19,003.73
P	WIOA OSY - Work Experience (staffing costs)				$ 51,800.00	$ 25,759.11	$ 26,040.89
P	WIOA OSY - Other Training Expenses (please list below)				$ 100,750.00	$ 70,493.18	$ 30,256.82
P	WIOA OSY - Other Staff & Operational Exp				$ 377,262.61	$ 341,376.77	$ 35,885.84
P	WIOA OSY - Incentive Payments (participant costs)				$ 4,000.00		$ 4,000.00
P	WIOA ISY - Incentive Payments (participant costs)				$ 2,000.00		$ 2,000.00
TOTAL BUDGET		$ 902,674.32	$ 762,210.17	$ 174,623.52	$ 959,228.97	$ 779,826.64	$ 179,402.33

	Award FUNDING AVAILABLE	PY 2020 TITLE I 65% DW ALLOCATION	DISLOCATED WORKER YTD Comparison	OVER(UNDER)	ADULT, YTH AND DW ALLOCATIONS	TOTAL FUNDING YTD Comparison	OVER(UNDER)
		$ 1,703,609.61	$ 1,619,748.92	$ 83,860.69	$ 3,565,512.90	$ 3,161,785.73	$ 403,727.17
ADMINISTRATION		$ 170,360.96	$ 129,921.72	$ 40,439.24	$ 356,551.29	$ 226,192.83	$ 130,358.46
A	Admin Staff Salaries & Fringe Benefits	$ 119,194.68	$ 88,123.21	$ 31,071.47	$ 242,024.01	$ 151,698.18	$ 90,325.83
A	Operational Expenses (e.g. travel, postage, etc.)	$ 51,166.28	$ 41,798.51	$ 9,367.77	$ 114,527.28	$ 74,494.65	$ 40,032.63
A	Admin Indirect Costs			$ -	$ -	$ -	$ -
CAREER & SUPPORTIVE SERVICES		$ 1,043,248.65	$ 1,030,055.17	$ 13,193.48	$ 1,600,655.54	$ 1,566,505.67	$ 34,149.87
P	Program Staff Salaries & Fringe Benefits	$ 773,939.65	$ 767,956.49	$ 5,983.16	$ 1,191,446.54	$ 1,171,556.40	$ 19,890.14
P	Operational Expenses (e.g. travel, postage, etc.)	$ 249,309.00	$ 246,545.59	$ 2,763.41	$ 362,709.00	$ 356,846.18	$ 5,862.82
P	Other Program Expenses			$ -	$ 3,000.00	$ 2,415.00	$ 585.00
P	Needs Related Payments			$ -	$ 7,500.00	$ 6,370.00	$ 1,130.00
P	Supportive Service Funds	$ 20,000.00	$ 15,553.09	$ 4,446.91	$ 36,000.00	$ 29,318.09	$ 6,681.91
TRAINING SERVICES		$ 490,000.00	$ 459,772.03	$ 30,227.97	$ 745,000.00	$ 651,372.33	$ 93,627.67
P	Tuition Payments/ITAs	$ 340,000.00	$ 324,312.33	$ 15,687.67	$ 565,000.00	$ 501,608.63	$ 63,391.37
P	On The Job (OJT) Reimbursements	$ 75,000.00	$ 64,172.96	$ 10,827.04	$ 105,000.00	$ 78,476.96	$ 26,523.04
P	Incumbent Worker Training	$ 75,000.00	$ 71,286.74	$ 3,713.26	$ 75,000.00	$ 71,286.74	$ 3,713.26
WIOA YOUTH		$ -	$ -	$ -	$ 863,306.07	$ 717,714.90	$ 145,591.17
P	WIOA ISY - Work Experience (participating costs)				$ 62,000.00	$ 56,282.95	$ 5,717.05
P	WIOA ISY - Work Experience (staffing costs)				$ 16,300.00	$ 13,839.05	$ 2,460.95
P	WIOA ISY - Other Training Exp (please list below)				$ 6,500.00	$ -	$ 6,500.00
P	WIOA ISY - Other Staff & Operational Exp				$ 120,393.46	$ 106,667.57	$ 13,725.89
P	WIOA OSY - Work Experience (participant costs)				$ 122,300.00	$ 103,296.27	$ 19,003.73
P	WIOA OSY - Work Experience (staffing costs)				$ 51,800.00	$ 25,759.11	$ 26,040.89
P	WIOA OSY - Other Training Expenses (please list below)				$ 100,750.00	$ 70,493.18	$ 30,256.82
P	WIOA OSY - Other Staff & Operational Exp				$ 377,262.61	$ 341,376.77	$ 35,885.84
P	WIOA OSY - Incentive Payments (participant costs)				$ 4,000.00	$ -	$ 4,000.00
P	WIOA ISY - Incentive Payments (participant costs)				$ 2,000.00	$ -	$ 2,000.00
TOTAL BUDGET		$ 1,703,609.61	$ 1,619,748.92	$ 83,860.69	$ 3,565,512.90	$ 3,161,785.73	$ 403,727.17

Beaver, Greene, & Washington Counties, PA

SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

WDB STAFF REPORTS

SCWDB PY 2021 CUMULATIVE REPORT

Southwest Corner (Washington/Greene) - 165 — PY2021 Budget to YTD Q1 JULY - SEPTEMBER 2021 FSR

	Award	PY 2021 TITLE I 85% ADULT ALLOCATION	ADULT YTD Comparison	OVER(UNDER)	PY 2021 TITLE I 85% YOUTH ALLOCATION	YOUTH YTD Comparison	OVER(UNDER)
	FUNDING AVAILABLE	$ 1,063,104.43	$ 72,014.00	$ 991,090.43	$ 1,016,471.20	$ 102,331.00	$ 914,140.20
ADMINISTRATION		$ 106,310.44	$ -	$ 106,310.44	$ 101,647.12	$ -	$ 101,647.12
A	Admin Staff Salaries & Fringe Benefits	$ 71,227.99		$ 71,227.99	$ 66,070.63		$ 66,070.63
A	Operational Expenses (e.g. travel, postage, etc.)	$ 35,082.45		$ 35,082.45	$ 35,576.49		$ 35,576.49
CAREER & SUPPORTIVE SERVICES		$ 621,793.99	$ 54,914.00	$ 566,879.99	$ -	$ -	$ -
P	Program Staff Salaries & Fringe Benefits	$ 434,844.99	$ 38,270.00	$ 396,574.99			$ -
P	Operational Expenses (e.g. travel, postage, etc.)	$ 144,949.00	$ 12,757.00	$ 132,192.00			$ -
P	Other Program Expenses	$ 3,715.00	$ 3,715.00	$ -			$ -
P	Needs Related Payments	$ 8,285.00		$ 8,285.00			$ -
P	Supportive Service Funds	$ 30,000.00	$ 172.00	$ 29,828.00			$ -
TRAINING SERVICES		$ 335,000.00	$ 17,100.00	$ 317,900.00	$ -	$ -	$ -
P	Tuition Payments/ITAs	$ 250,000.00	$ 14,212.00	$ 235,788.00			$ -
P	On The Job (OJT) Reimbursements	$ 70,000.00	$ 2,888.00	$ 67,112.00			$ -
P	Incumbent Worker Training	$ 15,000.00		$ 15,000.00			$ -
WIOA YOUTH		$ -	$ -	$ -	$ 914,824.08	$ 102,331.00	$ 812,493.08
P	WIOA ISY - Work Experience (participating costs)				$ 55,000.00	$ 3,003.00	$ 51,997.00
P	WIOA ISY - Work Experience (staffing costs)				$ 13,000.00	$ 493.00	$ 12,507.00
P	WIOA ISY - Other Training Exp (please list below)				$ 7,000.00		$ 7,000.00
P	WIOA ISY - Other Staff & Operational Exp				$ 138,524.08	$ 19,840.00	$ 118,684.08
P	WIOA OSY - Work Experience (participant costs)				$ 91,500.00	$ 19,920.00	$ 71,580.00
P	WIOA OSY - Work Experience (staffing costs)				$ 55,000.00	$ 3,188.00	$ 51,812.00
P	WIOA OSY - Other Training Expenses (please list below)				$ 155,000.00		$ 155,000.00
P	WIOA OSY - Other Staff & Operational Exp				$ 393,400.00	$ 55,887.00	$ 337,513.00
P	WIOA OSY - Incentive Payments (participant costs)				$ 4,250.00		$ 4,250.00
P	WIOA ISY - Incentive Payments (participant costs)				$ 2,150.00		$ 2,150.00
TOTAL BUDGET		$ 1,063,104.43	$ 72,014.00	$ 991,090.43	$ 1,016,471.20	$ 102,331.00	$ 914,140.20

	Award	PY 2021 TITLE I 65% DW ALLOCATION	DISLOCATED WORKER YTD Comparison	OVER(UNDER)	ADULT, YTH AND DW ALLOCATIONS	TOTAL FUNDING YTD Comparison	OVER(UNDER)
	FUNDING AVAILABLE	$ 1,832,273.39	$ 37,281.00	$ 1,794,992.39	$ 3,911,849.02	$ 211,626.00	$ 3,700,223.02
ADMINISTRATION		$ 183,227.34	$ -	$ 183,227.34	$ 391,184.90	$ -	$ 391,184.90
A	Admin Staff Salaries & Fringe Benefits	$ 128,259.14		$ 128,259.14	$ 265,557.76	$ -	$ 265,557.76
A	Operational Expenses (e.g. travel, postage, etc.)	$ 54,968.20		$ 54,968.20	$ 125,627.14	$ -	$ 125,627.14
A	Admin Indirect Costs			$ -	$ -	$ -	$ -
CAREER & SUPPORTIVE SERVICES		$ 1,071,546.05	$ 31,121.00	$ 1,040,425.05	$ 1,693,340.04	$ 86,035.00	$ 1,607,305.04
P	Program Staff Salaries & Fringe Benefits	$ 768,396.05	$ 21,223.00	$ 747,173.05	$ 1,203,241.04	$ 59,493.00	$ 1,143,748.04
P	Operational Expenses (e.g. travel, postage, etc.)	$ 256,150.00	$ 7,074.00	$ 249,076.00	$ 401,099.00	$ 19,831.00	$ 381,268.00
P	Other Program Expenses			$ -	$ 3,715.00	$ 3,715.00	$ -
P	Needs Related Payments	$ 12,000.00		$ 12,000.00	$ 20,285.00	$ -	$ 20,285.00
P	Supportive Service Funds	$ 35,000.00	$ 2,824.00	$ 32,176.00	$ 65,000.00	$ 2,996.00	$ 62,004.00
TRAINING SERVICES		$ 577,500.00	$ 6,160.00	$ 571,340.00	$ 912,500.00	$ 23,260.00	$ 889,240.00
P	Tuition Payments/ITAs	$ 349,000.00	$ 4,000.00	$ 345,000.00	$ 599,000.00	$ 18,212.00	$ 580,788.00
P	On The Job (OJT) Reimbursements	$ 148,500.00	$ 2,160.00	$ 146,340.00	$ 218,500.00	$ 5,048.00	$ 213,452.00
P	Incumbent Worker Training	$ 80,000.00		$ 80,000.00	$ 95,000.00	$ -	$ 95,000.00
WIOA YOUTH		$ -	$ -	$ -	$ 914,824.08	$ 102,331.00	$ 812,493.08
P	WIOA ISY - Work Experience (participating costs)				$ 55,000.00	$ 3,003.00	$ 51,997.00
P	WIOA ISY - Work Experience (staffing costs)				$ 13,000.00	$ 493.00	$ 12,507.00
P	WIOA ISY - Other Training Exp (please list below)				$ 7,000.00	$ -	$ 7,000.00
P	WIOA ISY - Other Staff & Operational Exp				$ 138,524.08	$ 19,840.00	$ 118,684.08
P	WIOA OSY - Work Experience (participant costs)				$ 91,500.00	$ 19,920.00	$ 71,580.00
P	WIOA OSY - Work Experience (staffing costs)				$ 55,000.00	$ 3,188.00	$ 51,812.00
P	WIOA OSY - Other Training Expenses (please list below)				$ 155,000.00	$ -	$ 155,000.00
P	WIOA OSY - Other Staff & Operational Exp				$ 393,400.00	$ 55,887.00	$ 337,513.00
P	WIOA OSY - Incentive Payments (participant costs)				$ 4,250.00	$ -	$ 4,250.00
P	WIOA ISY - Incentive Payments (participant costs)				$ 2,150.00	$ -	$ 2,150.00
TOTAL BUDGET		$ 1,832,273.39	$ 37,281.00	$ 1,794,992.39	$ 3,911,849.02	$ 211,626.00	$ 3,700,223.02

PACL PY21 1st Quarter Operating Budget FSR Report

PA CareerLink Operating Budget Financial Status Report (RSAB-FSR)
LWDA Southwest Corner SW185

[Part 1] BUDGET & ACTUAL EXPENDITURES

Cost Categories	Budget Allocation	1st Quarter Expenditures	2nd Quarter Expenditures	3rd Quarter Expenditures	4th Quarter Expenditures	Year-to-Date Expenditures	% Expended	Attributable Program Income	Available Balance	% Un-expended
Infrastructure Costs	$596,284.43	$152,946.75	$0.00	$0.00	$0.00	$152,946.75	23.87%	$10,592.64	$453,930.32	76.13%
Facilities	$476,534.43	$126,127.60	$0.00	$0.00	$0.00	$126,127.60	24.84%	$7,767.64	$358,174.47	
Operations	$119,750.00	$26,819.15	$0.00	$0.00	$0.00	$26,819.15	20.04%	$2,825.00	$95,755.85	
Additional (Personnel/Services) Costs	$217,000.00	$45,550.67	$0.00	$0.00	$0.00	$45,550.67	19.61%	$3,000.00	$174,449.33	80.39%
Totals	$813,284.43	$198,497.42	$0.00	$0.00	$0.00	$198,497.42	22.74%	$13,592.64	$628,379.65	77.26%

[Part 2 - A] PROGRAM INCOME

Program Income	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Year-to-Date
Program Income Earned	$13,592.64	$0.00	$0.00	$0.00	$13,592.64
Program Income Expended	$13,592.64	$0.00	$0.00	$0.00	$13,592.64
Program Income Unexpended	$0.00	$0.00	$0.00	$0.00	$0.00

[Part 2 - B] PROGRAM INCOME SOURCE

1st Qtr: Community Partnerships, Room Rentals, Job Fairs
2nd Qtr:
3rd Qtr:
4th Qtr:

[Part 3] PARTNER EXPENSES

PARTNERS	Budget Allocation	1st Quarter Expenditures	2nd Quarter Expenditures	3rd Quarter Expenditures	4th Quarter Expenditures	Year-to-Date Expenditures	% Expended	Attributable Program Income	Available Balance	% Un-expended
SWTS, Inc. (Titlle 1 WIOA)	$149,322.43	$35,199.34	$0.00	$0.00	$0.00	$35,199.34	22.66%	$1,364.53	$115,487.62	77.34%
JTBC, Inc. (Title 1 WIOA)	$93,177.26	$25,115.38	$0.00	$0.00	$0.00	$25,115.38	22.35%	$4,292.05	$72,353.93	77.65%
OVR	$33,018.23	$8,169.87	$0.00	$0.00	$0.00	$8,169.87	22.13%	$864.26	$25,712.62	77.87%
DHS (TANF)	$52,126.08	$13,031.52	$0.00	$0.00	$0.00	$13,031.52	25.00%	$0.00	$39,094.56	75.00%
Wagner Peyser	$139,692.97	$34,160.78	$0.00	$0.00	$0.00	$34,160.78	22.00%	$3,424.61	$108,956.80	78.00%
Trade	$116,488.66	$28,290.36	$0.00	$0.00	$0.00	$28,290.36	24.06%	$260.92	$88,459.22	75.94%
Rapid Reponse	$12,567.92	$3,347.10	$0.00	$0.00	$0.00	$3,347.10	22.35%	$537.62	$9,758.44	77.65%
JVSG (DVOP)	$14,517.28	$3,443.55	$0.00	$0.00	$0.00	$3,443.55	22.76%	$139.08	$11,212.81	77.24%
JSVG (LVER)	$9,236.76	$2,074.36	$0.00	$0.00	$0.00	$2,074.36	22.36%	$8.77	$7,171.17	77.64%
Workmans Compensation	$11,652.14	$3,139.66	$0.00	$0.00	$0.00	$3,139.66	22.34%	$536.74	$9,049.22	77.66%
UC	$11,948.24	$2,987.07	$0.00	$0.00	$0.00	$2,987.07	25.00%	$0.00	$8,961.17	75.00%
UCBR	$6,991.28	$1,883.79	$0.00	$0.00	$0.00	$1,883.79	22.34%	$322.04	$5,429.53	77.66%
IU1(Title II WIOA)	$18,464.47	$4,148.47	$0.00	$0.00	$0.00	$4,148.47	21.56%	$168.15	$14,484.15	78.44%
Literacy Pittsburgh(Title II WIOA)	$4,660.85	$1,255.87	$0.00	$0.00	$0.00	$1,255.87	22.34%	$214.70	$3,619.68	77.66%
Blueprints(DCED/CSBG)	$5,497.50	$1,374.39	$0.00	$0.00	$0.00	$1,374.39	25.00%	$0.00	$4,123.11	75.00%
Community Serv. Prg of Bvr(DCED)	$1,832.50	$458.13	$0.00	$0.00	$0.00	$458.13	25.00%	$0.00	$1,374.37	75.00%
PA Apprenticeship & Training Office	$7,888.56	$1,490.46	$0.00	$0.00	$0.00	$1,490.46	18.89%	$0.00	$6,398.10	81.11%
BWPO Staff Development	$9,236.76	$2,074.36	$0.00	$0.00	$0.00	$2,074.36	22.36%	$8.77	$7,171.17	77.64%
AAA(SCSEP)	$3,021.47	$698.79	$0.00	$0.00	$0.00	$698.79	22.02%	$33.46	$2,356.14	77.98%
CCBC(C&T)	$2,071.03	$520.95	$0.00	$0.00	$0.00	$520.95	22.54%	$54.10	$1,604.18	77.46%
SCWDB	$6,613.62	$1,711.49	$0.00	$0.00	$0.00	$1,711.49	23.42%	$162.89	$5,065.02	76.58%
WGCITA, Inc.(EARN)	$65,332.31	$15,616.16	$0.00	$0.00	$0.00	$15,616.16	22.39%	$990.48	$50,706.63	77.61%
TEC	$4,739.29	$894.28	$0.00	$0.00	$0.00	$894.28	18.87%	$0.00	$3,845.01	81.13%
PIA	$6,076.03	$1,397.55	$0.00	$0.00	$0.00	$1,397.55	21.90%	$66.91	$4,745.39	78.10%
PTC	$4,427.11	$962.96	$0.00	$0.00	$0.00	$962.96	21.71%	$1.75	$3,465.90	78.29%
Douglas	$3,427.11	$712.96	$0.00	$0.00	$0.00	$712.96	20.75%	$1.75	$2,715.90	79.25%
Penn Commercial	$8,707.63	$2,082.15	$0.00	$0.00	$0.00	$2,082.15	22.40%	$132.06	$6,757.54	77.60%
Mon Valley Initiative	$1,579.76	$298.09	$0.00	$0.00	$0.00	$298.09	18.87%	$0.00	$1,281.67	81.13%
California University	$2,637.24	$563.92	$0.00	$0.00	$0.00	$563.92	21.32%	$1.75	$2,075.07	78.68%
All State	$1,847.35	$414.87	$0.00	$0.00	$0.00	$414.87	22.36%	$1.75	$1,434.23	77.64%
WACTC	$1,847.35	$414.87	$0.00	$0.00	$0.00	$414.87	22.36%	$1.75	$1,434.23	77.64%
Rosedale	$1,847.35	$414.87	$0.00	$0.00	$0.00	$414.87	22.36%	$1.75	$1,434.23	77.64%
MVCTC	$789.89	$149.05	$0.00	$0.00	$0.00	$149.05	18.87%	$0.00	$640.84	81.13%
Totals	$813,284.43	$198,497.42	$0.00	$0.00	$0.00	$198,497.42	22.74%	$13,592.64	$628,379.65	77.26%

Financial Status Reports - Information through 9/30/2021

Adult PY20 (Term: 7/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$90,267.43	$34,159.37	37.84%
Program-Oversight	$12,500.00	$3,221.42	25.77%
Program-Subrecipient	$799,906.89	$724,829.38	90.61%
Totals	$902,674.32	$762,210.17	84.44%

Youth PY20 (Term: 7/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$95,923.00	$62,111.74	64.75%
Program-Oversight	$13,500.00	$3,534.58	26.18%
Program-Subrecipient	$849,806.97	$714,180.32	84.04%
Totals	$959,229.97	$1,151,637.77	81.30%

Dislocated Worker PY20 (Term: 7/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$169,420.68	$129,920.87	76.69%
Program-Oversight	$19,000.00	$10,749.40	56.58%
Program-Subrecipient	$1,505,786.13	$1,479,077.81	98.23%
Totals	$1,694,206.81	$1,619,748.08	95.61%

Adult PY21 (Term: 7/1/21-6/30/23)	Allocation	Expenses	% Expended
Admin	$106,310.44	$0.00	0.00%
Program-Oversight	$14,000.00	$0.00	0.00%
Program-Subrecipient	$942,793.99	$72,014.00	7.64%
Totals	$1,063,104.43	$72,014.00	6.77%

Youth PY21 (Term: 7/1/21-6/30/23)	Allocation	Expenses	% Expended
Admin	$101,647.12	$0.00	0.00%
Program-Oversight	$14,000.00	$0.00	0.00%
Program-Subrecipient	$900,824.08	$23,336.00	2.59%
Totals	$1,016,471.20	$23,336.00	2.30%

Dislocated Worker PY21 (Term: 7/1/21-6/30/23)	Allocation	Expenses	% Expended
Admin	$183,227.34	$0.00	0.00%
Program-Oversight	$17,000.00	$0.00	0.00%
Program-Subrecipient	$1,632,046.05	$37,281.00	2.28%
Totals	$1,832,273.39	$37,281.00	2.03%

Youth TANF PY20			
(Term: 7/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$50,049.00	$50,049.00	100.00%
Program-Subrecipient	$450,441.00	$450,441.00	100.00%
Totals	$500,490.00	$500,490.00	100.00%

Youth TANF PY21			
(Term: 7/1/21-6/30/22)	Allocation	Expenses	% Expended
Admin	$55,104.00	$9,408.59	17.07%
Program-Subrecipient	$495,936.00	$195,035.94	39.33%
Totals	$551,040.00	$204,444.53	37.10%

NDWG COVID PACL Grant			
(Term: 7/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$15,654.16	$10,460.85	66.82%
Program-Subrecipient	$294,821.61	$140,363.88	47.61%
Totals	$310,475.77	$150,824.73	48.58%

Business Ed. Partnership PY19			
(Term: 1/1/20-6/30/22)	Allocation	Expenses	%Expended
Program-Oversight	$10,000.00	$10,000.00	100.00%
Program-Subrecipient	$90,000.00	$85,441.67	94.94%
Totals	$100,000.00	$95,441.67	95.44%

Student Local Internship Program		*All interns completed by 8/31/2021	
(Term: 4/1/21-9/30/21)	Allocation	Expenses	% Expended
Program-Subrecipient	$30,000.00	$30,000.00	100.00%
Totals	$30,000.00	$30,000.00	100.00%

Rapid Response PY19			
(Term: 7/1/19-6/30/22)	Allocation	Expenses	% Expended
Program-Subrecipient	$50,000.00	$7,376.18	14.75%
Totals	$50,000.00	$7,376.18	14.75%

Rapid Response PY20			
(Term: 7/1/20-6/30/23)	Allocation	Expenses	% Expended
Program-Subrecipient	$25,000.00	$0.00	0.00%
Totals	$25,000.00	$0.00	0.00%

Youth Reentry PY19			
(Term: 11/18/2019-6/30/22)	Allocation	Expenses	% Expended
Admin	$50,000.00	$31,096.85	62.19%
Program-Oversight/Coord.	$120,318.78	$74,296.77	61.75%
Program-Subrecipient	$329,681.22	$171,192.87	51.93%
Totals	$500,000.00	$276,586.49	55.32%

Natural Gas Apprenticeship Grant – SAE			
(Term: 6/1/19-10/31/21)	Allocation	Expenses	% Expended
Admin	$13,750.00	$13,750.00	100.00%
Program-Subrecipient	$261,250.00	$202,845.07	77.64%
Totals	$275,000.00	$216,595.07	78.76%

PA SMART Expanding Diverse Industry			
(Term: 3/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$40,000.00	$4,740.58	11.85%
Program-Subrecipient	$360,000.00	$39,802.34	11.06%
Totals	$400,000.00	$44,542.92	11.14%

PA SMART Building a Diverse Pipeline			
(Term: 3/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$25,000.00	$2,604.94	10.42%
Program-Subrecipient	$225,000.00	$65,290.01	29.02%
Totals	$250,000.00	$67,894.95	27.16%

PA Smart Building & Construction IP			
(Term: 7/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$25,000.00	$654.03	2.62%
Program	$225,000.00	$5,029.96	2.24%
Totals	$250,000.00	$5,683.99	2.27%

PA Smart Steel Alliance IP			
(Term: 7/1/20-6/30/22)	Allocation	Expenses	% Expended
Admin	$14,500.00	$1,690.45	11.66%
Program	$130,500.00	$74,558.58	57.13%
Totals	$145.000.00	$76,249.03	52.59%

ARC INSPIRE – Southwest PA Regional Recovery Friendly Ecosystem			
(Term: 4/01/2021-3/31/23)	Allocation	Expenses	% Expended
Admin	$30,000.00	$1,414.07	4.71%
Program-Oversight/Coord.	$39,374.00	$4,392.27	11.16%
Program-Subrecipient	$430,626.00	$11,031.10	2.56%
Totals	$500,000.00	$16,837.44	3.37%

EARN TANF PY 21			
(Term: 7/1/21-6/30/22)	Allocation	Expenses	% Expended
Admin	$99,744.00	$16,155.14	16.20%
Program	$897,700.00	$149,417.43	16.64%
Totals	$997,444.00	$165,572.57	16.60%

EARN SNAP PY 20			
(Term: 7/1/20-6/30/21)	Allocation	Expenses	% Expended
Admin	$5,857.00	$779.75	13.31%
Program	$52,727.00	$4,664.69	8.85%
Totals	$58,584.00	$5,444.44	9.29%

EARN Performance			
(Term: No Term)	Allocation	Expenses	% Expended
Program	$388,164.06	$0.00	0.00%
Totals	$388,164.06	$0.00	0.00%

Washington-Greene County Job Training Agency Inc.
Income Statement
July 2021 - Sept 2021

Revenues		Actual
01-4015-01	SPC Revenue	$2,880.00
01-4019-02	ATO-APPRENTICESHIP	$25,611.89
01-4033-01	Youth Re-entry	$1,645.47
01-4033-02	Youth Re-entry	$22,908.12
01-4044-02	BLD & CONST MATCH MONEY REVENUE	($3.52)
01-4045-02	LOGISTICS & TRANSP MATCH MONEY REVENUE	($1.38)
01-4047-02	OIL AND GAS MATCH REVENUE	($0.06)
01-4079-01	ARC-REVENUE	$2,032.93
01-4079-02	ARC- REVENUE	$63,089.19
01-4084-01	19 8523 COVID PACL	$1,132.23
01-4084-02	19 8523 COVID PACL	$4,860.41
01-4091-01	Snap-Earn	$783.79
01-4091-02	Snap-Earn	$4,664.69
01-4101-01	19 8892 PASMART GACC	$1,225.46
01-4102-02	18 8323 Economic Transition- TCWIB	$11,757.50
01-4103-01	19 8891 PA SMART - EXPANDING DIVERSE IND	$2,448.85
01-4103-02	19 8891 PA SMART - EXPANDING DIVERSE IND	$22,964.03
01-4144-01	8141 SPOC REVENUE	$16,230.86
01-4144-02	8141 SPOC REVENUE	$149,417.43
01-4164-02	Welfare Performance Based Payments	($2.30)
01-4238-02	Q101 Revenue	$184,904.82
01-4239-02	Q101 CONTRIBUTIONS	$15,067.64
01-4308-01	6231 INDUSTRY PARTNERSHIP REV	$450.07
01-4308-02	6231 INDUSTRY PARTNERSHIP REV	$1,170.31
01-4310-02	ADV .MFG.	($2.02)
01-4350-01	19 6234 STEEL ALLIANCE	$1,698.63
01-4350-02	6234 Steel Alliance IP	$510.97
01-4536-01	3361 YTH. TANF REVENUE	$22,715.70
01-4536-02	3361 YTH. TANF REVENUE	$209,727.09
01-4575-02	SLIP INTERNSHIP	$14,446.26
01-4578-02	RAPID RESPONSE REV.	$7,376.18
01-4912-01	300 ADULT REVENUE	$16,248.32
01-4912-02	300 ADULT REVENUE	$194,593.16
01-4913-01	330 YOUTH REVENUE	$20,517.08
01-4913-02	330 YOUTH REVENUE	$55,899.53
01-4913-03	330 YOUTH REVENUE	$144,529.40
01-4914-01	400 DIS. WKR. REVENUE	$26,233.78
01-4914-02	400 DIS. WKR. REVENUE	$258,504.70
01-4921-01	BUSINESS EDUC PARTNERSHIP	$6,396.90
01-4921-02	BUISINESS EDUC PARTNERSHIP	$10,080.43
01-4950-00	OTHER INCOME	$1,425.15
	Total Revenue	**$1,526,139.69**

Expenses

01-5000-01	SALARIES	$54,285.48
01-5000-02	SALARIES	$83,290.96
01-5000-03	SALARIES	$1,656.49
01-5001-02	SALARIES-WK EXP	$928.00
01-5100-01	FRINGES	$20,904.81
01-5100-02	FRINGES	$30,898.09
01-5100-03	FRINGES	$143.53
01-5101-02	FRINGES-WK EXP	$71.01
01-6000-01	ADVERTISING	$732.40
01-6000-02	ADVERTISING	$1,894.30
01-6030-01	BANK SERVICE CHARGE	$284.12
01-6030-02	BANK SERVICE CHARGE	$63.00
01-6030-03	BANK SERVICE CHARGE	$1.35
01-6035-02	BEAVER COUNTY EXPENSES--PROGRAM	$403,296.00
01-6035-03	BEAVER COUNTY EXPENSES-OSY	$78,995.00
01-6036-02	SOUTHWEST TRAINING EXPENSES	$430,078.34
01-6036-03	SOUTHWEST TRAINING EXPENSES	$63,304.03
01-6060-01	COMPUTER EXPENSES	$251.59
01-6060-02	COMPUTER EXPENSES	$11.30
01-6080-01	CONTRACTED SERVICES	$1,293.38
01-6080-02	CONTRACTED SERVICES	$6,000.00
01-6254-02	KEYSTONE DEVELOPMENT PARTNERSHIP	$23,059.30
01-6269-02	WESTMORELAND-FAYETTE WORKFORCE INVESTMENT BOARD	$7,772.27
01-6285-02	MEDCERTS	$2,000.00
01-6286-02	BC BUILDING & CONSTRUCTION TRADES COUNCIL	$6,332.22
01-6290-02	Partner4Work	$2,550.35
01-6300-01	COPYING	$460.63
01-6300-02	COPYING	$6,749.60
01-6300-03	COPYING	$7.25
01-6320-02	DUES & SUBSCRIPTIONS	$288.00
01-6380-01	INSURANCE	$15,454.44
01-6380-02	INSURANCE	$4,072.32
01-6380-03	INSURANCE	$87.24
01-6390-02	COUNSELING SERVICES	$10,469.00
01-6440-01	MATERIALS & SUPPLIES	$107.32
01-6440-02	MATERIALS & SUPPLIES--For Client's Only	$746.51
01-6441-01	MATERIALS AND SUPPLIES (OPERATIONAL)	$788.47
01-6478-01	OFFICE SUPPLIES	$648.48
01-6478-02	OFFICE SUPPLIES	$2,849.92
01-6478-03	OFFICE SUPPLIES	$9.74
01-6479-02	OJT	$582.50
01-6480-01	POSTAGE	$2,797.56
01-6480-02	POSTAGE	$2,152.30
01-6480-03	POSTAGE	$44.09
01-6484-01	FSA EXPENSES	$54.00
01-6520-02	PUBLICATION & PRINTING	$45.00
01-6540-01	RENT	$8,765.27

01-6540-02	RENT	$145,157.56
01-6540-03	RENT	$162.38
01-6560-01	STAFF TRAINING & EDUCATION	$421.20
01-6560-02	STAFF TRAINING & EDUCATION	$766.62
01-6580-01	TELEPHONE	$1,462.45
01-6580-02	TELEPHONE	$11,236.87
01-6580-03	TELEPHONE	$14.32
01-6600-01	TRAVEL	$1,669.68
01-6600-02	TRAVEL	$3,061.75
01-6600-03	TRAVEL	$76.49
01-6620-01	UTILITIES	$1,742.38
01-6620-02	UTILITIES	$26,462.05
01-6620-03	UTILITIES	$27.49
01-6640-02	CAREERLINK SITE ADMIN EXPENSE	$17,284.66
01-6700-01	JOB TRAINING SHARE OF CDM-GREENE	$1,548.60
01-6700-02	JOB TRAINING SHARE OF CDM-GREENE	$9,291.61
01-6701-02	JTA SHARE OF CDM-WASH	$3,098.38
01-6702-02	JTA SHARE OF CDM-DONORA	$2,235.69
	Total Expenses	**$1,502,997.14**

BEGINNING NET ASSETS	**$647,341.65**
NET SURPLUS/(DEFICIT)	**$23,142.55**
ENDING NET ASSETS	**$670,484.20**

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 Accounts
Include all Projects
Include all Transaction Attributes
Include all Classes
Include all Journals
Include these Not Yet Posted Transactions: <None>
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> (7/1/2021 to 9/30/2021)

Washington-Greene County Job Training Agency Inc.
Balance Sheet
Sep-21

Assets		Actual
01-1010-00	CASH-CHECKING	$106,906.83
01-1011-00	CASH-CHECKING NORTHWEST	$134.91
01-1020-00	CASH-PAYROLL	$34,447.16
01-1030-00	CASH-IP -Original	$122,924.27
01-1040-00	CASH-DONATION	$0.00
01-1050-00	ARC- Checking	$54,799.50
01-1060-00	CASH-DHS	$235,672.87
01-1070-00	CASH-15/16 B&C MATCH-Sustainability	$76,344.13
01-1110-00	GRANTS RECEIVABLE	$146,028.69
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	$52,607.97
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	($119,027.53)
01-1129-00	RECEIVABLES FOR JTBC GRANTS	$0.00
01-1200-00	ESCROW ACCT-PENSIONS	$273.91
01-1210-00	PREPAID EXPENSES	$400.00
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	**$711,512.71**

Liabilities and Fund Balance

Liabilities

01-2010-00	ACCOUNTS PAYABLE	$59,438.25
01-2020-00	NOTES PAYABLE	$0.00
01-2025-00	ACCRUED PAYROLL & TAXES	$0.74
01-2027-00	ACCRUED TIME OFF	$0.00
01-2030-00	ADP TAXES ACCRUED & WITHHELD	$0.03
01-2035-00	PENSIONS WITHHELD	($0.01)
01-2037-00	LOCAL TAXES WITHHELD	($0.05)
01-2039-00	MISCELLANEOUS WITHHELD	$3,816.55
01-2040-00	DEFERRED REVENUES	$0.00
01-2045-00	DUE TO BEAVER COUNTY JTA	($22,227.00)
01-2047-00	DUE TO SOUTHWEST TRAINING SERVICES INC.	$0.00
01-2060-00	ACCRUED STORAGE COSTS-CLOSEOUT	$0.00
01-2065-00	ACCRUED AUDIT EXPENSES-CLOSEOUT	$0.00
01-2066-00	ACCRUED W/C LIABILITY	$0.00
01-2070-00	PNC CREDIT CARD	$0.00
01-2100-00	PRIOR YEAR PAYABLE	$0.00
	Total Liabilities	**$41,028.51**

Fund Balance

01-3100-00	NET ASSETS-BEG OF YR-UNRESTR	$0.00
01-3200-00	NET ASSETS-UNRESTRICTED	$670,484.20
	Total Fund Balance	**$670,484.20**
	Total Liabilities and Fund Balance	**$711,512.71**

Report name: Monthly Balance Sheet
Chart template: Default
Include account levels 1 to 4
Include accounts with zero balances
Include inactive accounts
User has access to all Projects
Include these Funds: 01
Include all Account Codes
Include all Accounts
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 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> (9/30/2021)
Definition: {Actual}

WDB STAFF REPORTS

DIRECTOR'S REPORT

- Audit update
- BWDA PY 2020 Monitoring Report
- PA Department of Labor & Industry Office of Equal Opportunity (PA OEO) Desk Review
- Grant Updates
- SCWDB Covid-19 Response Update
- PY21 Participating Employers and Worksites

Audit Update - Washington Greene County Job Training Agency, Inc. PY20 Audit

- Maher Duessel will be conducting the audit (3rd year of a 3-year agreement).
- Audit Scheduled to begin on November 22, 2021.
- As with the previous year, more portions of the audit will be conducted remotely than in pre-pandemic years.
- Audit services for PY21 (current program year) will be procured prior to the end of the program year (June 30, 2022).

Bureau Of Workforce Development Administration (BWDA) PY 20 Monitoring Letter and Report

- See included letter and report for more detailed information. (Dated 11-8-21)
- The report includes 6 findings, 2 Areas of Concern, and 4 promising practices.
- 3 Findings and 1 Area of Concern were fully resolved prior to the report being issued. 1 Finding and 1 Area of Concern were partially resolved prior to report being issued.
- Majority of Findings and Areas of concerns related to required partner/program participation in local PACL Memorandum of Understanding and Participant File Issues.
- All remaining unresolved finding will be addressed within the required timeframe.

PA Department of Labor and Industry Office of Equal Opportunity (PA OEO) desk review update

- PA OEO initiated review of the entire Southwest Corner Workforce Area and all other Local Workforce Development Boards on September 17, 2021. All documentation was requested by October 29, 2021. (See letter dated September 17, 2021)
- All requested documentation was submitted as instructed.

pennsylvania
DEPARTMENT OF LABOR & INDUSTRY
BUREAU OF WORKFORCE DEVELOPMENT ADMINISTRATION

November 8, 2021

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

Dear Ms. Gatts:

The Bureau of Workforce Development Administration (BWDA) completed Program Year 2020 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.

The review resulted in six findings that require immediate attention and two areas of concern. BWDA will consider any findings resolved when the LWDB submits evidence as requested in finding required actions. Please submit evidence of resolved findings outlined in the report to RA-LI-BWDA-OS@pa.gov within 30 days of the issuance of this letter. If a finding cannot be resolved within 30 days, the LWDA must provide a time-sensitive resolution plan based on the required action that includes specific dates to resolve the finding that are agreed upon by BWDA, and progress updates must be submitted every 30 days until resolved.

The LWDB has the right to appeal this determination in accordance with the Department of Labor & Industry's Workforce System Policy (WSP) No. 184-02: *Sanctions-Initial Implementation of the Workforce Innovation and Opportunity Act (WIOA)*.

Please convey the BWDA's appreciation to all staff members involved for the assistance they provided. If you have any questions, please don't hesitate to contact me by phone at 717.787.6352 or by email at ghart@pa.gov.

Sincerely,

Gregory P. Hart, Jr.
Oversight Services Supervisor

cc: Mr. Terry Wiltrout, Chair, Southwest Corner Local Workforce Development Board

Bureau of Workforce Development Administration
Southwest Corner Local Workforce Development Board Compliance and Oversight
and
Southwest Corner Local Workforce Development Area Fiscal and Procurement Systems
Analysis and Review for Program Year (PY) 2020
Review conducted by Oversight Services staff member: Jennifer Nestor

Dates of Desk Review/Onsite Analysis: October 2020 – August 2021

SUMMARY

The Bureau of Workforce Development Administration (BWDA) conducted Program Year (PY) 2020 monitoring of the local workforce development area's (LWDB) fiscal and procurement systems and the local workforce development board's (LWDB) compliance and oversight functions.

Site(s) Visited

Due to COVID-19 restrictions, monitoring was completed remotely for PY2020.

A summary of identified findings are as follows:

REVIEW

1. PROCUREMENT AND SUBCONTRACTS

No findings or concerns were identified in this section.

2. LWDB POLICIES AND AGREEMENTS

Concern #1: Continuity of Operations/Disaster Plan

Observation: The local area has an IT Information System Policy that was last revised January 2017 which outlines system backups and password changes. In June 2020, the local area developed a '*COVID-19 Remote Service and Eligibility Determination Protocol*' which outlines remote Workforce Innovation and Opportunity Act (WIOA) eligibility determination procedures. The protocol remains in place until physical distancing is no longer required or when operations return to normal.

Recommendation: Due to the pandemic closures and restrictions, the last revision date of the IT Information System Policy, and the temporary nature of the '*COVID-19 Remote Service and Eligibility Determination Protocol*', it is recommended that the local area develops, implements, and regularly evaluates a comprehensive Continuity of Operations/Disaster Plan policy to ensure administrative and operational requirements for federal awards can be sustained during emergency situations. It is recommended that the IT section of the policy include policies and procedures for

remote work, CWDS/system of record access, and obtaining/accessing equipment that allows the entity to quickly pivot to remote service should the need arise in the future.

3. SERVICE DELIVERY

Finding #1: Migrant and Seasonal Farm Worker Programs

Observation: The local area may not be utilizing all employment and training programs under the Migrant and Seasonal Farm Worker programs. In the PY2020 Section2/Service Delivery of BWDA's monitoring tool, the local area listed that required migrant and seasonal farmworker programs were performed by L&I's Bureau of Workforce Partnership and Operations (BWPO). While the State Monitor Advocate, who monitors migrant and seasonal farmworker programs at the state level, is employed by L&I, BWPO does not provide migrant and seasonal farmworker services. The PathStone Corporation has a state contract to provide migrant and seasonal farmworker services commonwealth-wide. PathStone is the required partner for which to refer migrant and seasonal farm workers for further program assistance. Foreign Labor Certification (FLC) is listed on the local Operating Budget dated July 1, 2020; however, PathStone is not listed by name. BWDA provided technical assistance to the local area on 01-05-2021.

This finding was also recorded in the BWDA PY2018 & PY2019 monitoring reports.

Citation: WIOA §121(b)(1)(B)(i); 20 *Code of Federal Regulations (CFR)* §678.400(b)(1)(i)(vii).

Required Action:
The LWDB must provide evidence of contact with PathStone to develop a relationship which leads to local service delivery, a local referral method, and inclusion on the Memorandum of Understanding (MOU) and Operating Budget (OB). BWDA will consider this finding resolved once we have received written confirmation from the LWDB that a relationship with PathStone Corporation has been developed, the MOU/OB has been updated, a written referral protocol has been developed and shared with staff, and acknowledgement per staff of training on the new referral protocol has been received by BWDA.

BWDA Post Initial Findings and Concerns Evaluation Result: This finding was *PARTIALLY RESOLVED* on October 13, 2021 when the LWDB submitted evidence of attempted contact with PathStone via email on June 17, 2020, January 8, 2021, and June 15, 2021. The LWDB states that multiple attempts to contact via phone and email have gone unanswered. BWDA will assist the local area with securing a direct contact at PathStone in order to complete the required action.

Finding #2: US Department of Housing and Urban Development (HUD) Employment and Training Programs

Observation: The local area may not be utilizing all employment and training programs

through HUD. In the PY2019 Section 2/Service Delivery of L&I's monitoring tool, the local area listed "NA for now, we will be surveying local HUD providers to see if any receive employment and training funds and gauge interest in partnering at local PACL centers". In the PY2020 Section2/Service Delivery of L&I's monitoring tool, the local area left the required partner field blank. In fiscal year (FY) 2020, HUD awarded Resident Opportunity & Self-Sufficiency Program (ROSS) grant funding to the Housing Authority of the County of Beaver and to Blueprints in Washington County. ROSS is designed to assist residents of public and Native American housing make progress toward economic and housing self-sufficiency. BWDA provided technical assistance to the local area on 01-05-2021.

Citation: WIOA §121(b)(1)(B)(x); 20 CFR §678.400(b)(10).

Required Action: The LWDB must provide evidence of contact the Housing Authority of the County of Beaver, Greene County Housing Authority, and Washington County Housing Authority to determine if Family Self-Sufficiency (FSS), ROSS, and/or Jobs Plus programs exist, and if so, develop a relationship to cultivate service delivery, a local referral method, and inclusion on the MOU and OB. It is recommended that the LWDB staff engage with the chief local elected officials (CLEOs) to encourage connection with the local housing authorities to support the local are by becoming an active required partner. The CLEOs can also promote the grant programs and encourage the local housing authorities to apply for future funding. BWDA will consider this finding resolved once we have received written confirmation from the LWDB that a relationship with the appropriate HUD service agencies have been developed, a written referral protocol has been developed and shared with staff, and acknowledgement per staff of training on the new referral protocol has been received by BWDA.

Finding #3: Programs authorized under Section 212 of the Second Chance Act of 2007

Observation: The local area may not be utilizing all employment and training programs under the Second Chance Act of 2007. In the PY2020 Section2/Service Delivery of L&I's monitoring tool, the local area left the required partner field blank. In fiscal year (FY) 2020, the Office of Justice Program (OJP) awarded a Second Chance Act Pay for Success Initiative: Outcomes-based Contracting To Lower Recidivism and Address Substance Use Disorders Through Reentry and Housing Services grant funding to Beaver County. The grant funding is designed to provide payment for services to reaching agreed upon goals in order to enhance public safety, lower recidivism, and improve the lives of those coming out of the criminal justice system. BWDA provided technical assistance to the local area on 01-05-2021.

Citation: WIOA §121(b)(1)(B)(xii); 20 CFR §678.400(b)(12).

Required Action: The LWDB must contact the Beaver County CLEO to obtain additional information about the specific grantee. The LWDB must provide evidence of contact with the grantee to develop a relationship to cultivate service delivery, a local referral method, and inclusion on the MOU and OB. BWDA will consider this finding resolved once we

have received written confirmation from the LWDB that a relationship with the Beaver County CLEO has been developed, the MOU/OB has been updated, a written referral protocol has been developed and shared with staff, and acknowledgement per staff of training on the new referral protocol has been received by BWDA.

Promising Practice #1: Response to the pandemic prevented service delivery delays

Observation: The local area established a Pandemic Response Team, created a full menu of online workshops, supported online training initiatives, provided virtual case management, and hired Pandemic Safety Officers at each PA CareerLink® center.

Promising Practice #2: Supporting Diversity and Inclusion in the Workplace

Observation: In March 2021, the local area held: a 'Racial Equity Summit', 'Bridging the Racial Divide: Courageous Conversation Leadership Serie,' and promoted a Small Business Development Center employer roundtable that focused on diversity in the workplace.

4. SUNSHINE ACT

No findings or concerns were identified in this section.

5. LWDB ADMINISTRATIVE FUNCTIONS

Finding #4: Individual Employment Plan (IEP) and Individual Service Strategy (ISS) data entry omissions

Observation: As of October 5, 2018, all Workforce IEP/ISS functions were migrated to CWDS 2.0. Case file reviews indicate that Workforce staff/case managers complete a physical paper IEP/ISS for each participant.

The case files of PID #5711407, PID #5763029, PID #5707307 were reviewed but did not have an IEP/ISS in the system of record. The case files of PID #5406524 was reviewed and the IEP was not updated to reflect progress or change. The case files of PID #990590, PID #5791723, PID #5739270, PID #5772688, and PID #5522436 were reviewed and the IEP/ISS remains unsigned by the participant.

Citation: Workforce System Policy (WSP) No. 01-2015 (Change 1), *Pennsylvania's System of Record Policy*; Training and Employment Guidance Letter (TEGL) No. 39-11, *Guidance on Handling and Protection of Personally Identifiable Information (PII)*.

Required Action: CWDS/PA CareerLink® is the system of record for the participant tracking of WIOA, Wagner-Peyser and Trade Adjustment Assistance (TAA) programs. All participants served by these funding streams must have their services and activities entered into CWDS/PA CareerLink® expeditiously to ensure a common record. All workforce development activity

must be entered into CWDS/PA CareerLink® to ensure compliance with federal and state statutes, regulations, and policies. Immediately discontinue the use of IEP/ISS documents in any other system/form other than CWDS/PA CareerLink® and ensure that PA CareerLink® staff receive updated training on IEP/ISS data entry. BWDA will consider this finding resolved once the LWDB has provided copies of its training plan, training materials, and signed staff training logs or some other verification confirming their understanding of their responsibilities to document IEP/ISS within CWDS/CWDS 2.0 as outlined by WSP No. 01-2015 (Change 1).

BWDA Post Initial Findings and Concerns Evaluation Result: This finding was *RESOLVED* on October 13, 2021 when the LWDB submitted copies of its training plan, training materials, and signed staff training logs from October 12, 2021 (Southwest Training Services, Inc.) and October 13, 2021 (Job Training for Beaver County, Inc.) to confirm understanding of the responsibilities to document IEP/ISS information within CWDS/CWDS 2.0.

Finding #5: Outdated version of the Statement of Family Size/Family Income

Observation: ISY case file of PID #5777418 used an outdated Workforce Investment Act (WIA) version of the WIOA Statement of Family Size/Family Income.
The most current version of the form can be accessed on CWDS – Help – List of Policies and Procedures – Workforce Innovation and Opportunities Act (WIOA) - Appendix C of WSG 04-2015 – Statement of Family Size/Family Income.

Citation: Workforce System Guidance (WSG) No. 04-2015,*Self-Certification and Telephone/Document Inspection Verification – Initial Implementation of the Workforce Innovation and Opportunity Act (Change 1)* Appendix C.

Required Action: Ensure that the youth providers are trained on how to access the most current version of the WIOA Statement of Family Size/Family Income. BWDA will consider this finding resolved once the LWDB has provided copies of its training plan, training materials, and signed staff training logs or some other verification confirming their understanding of their responsibilities to document the Statement of Family Size/Family Income as outlined by WSP No. 04-2015.

BWDA Post Initial Findings and Concerns Evaluation Result: This finding was *RESOLVED* on October 13, 2021 when the LWDB submitted copies of its training plan, training materials, and signed staff training logs from October 12, 2021 (Southwest Training Services, Inc.) and October 13, 2021 (Job Training for Beaver County, Inc.) to confirm understanding of the responsibilities to access and document the Statement of Family Size/Family Income.

Concern #2: Lack of a system record regarding Business Services activities

Observation: Following are examples of on-the-job training (OJT) case files reviewed:
• PID #5207262 and PID #5406524: The participants were referred to the CWDS job postings but the status of the applications were updated to 'Not Hired'. A 'Visit' employer service was

entered for one case file which mentioned the OJT, and a 'Follow-Up Call' employer service was entered for the other case file which mentioned the OJT.
• PID #5289271: The participant was referred to the CWDS job posting but the status of the application remained in 'New Referral'. An employer service was not entered for the OJT.

Recommendation: Workforce staff and PA CareerLink® registered employers should encourage applicants to apply to the open/active job posting on the PA CareerLink® system, or the PA CareerLink® staff member should refer the applicant to the open/active job posting on the PA CareerLink® system prior to receiving funding for an OJT. Business services staff at the PA CareerLink® should update applicant statuses accurately, and data enter employer and 'Workforce OJT Contract' services with accurate contract dates and detailed notes.

BWDA Post Initial Findings and Concerns Evaluation Result: This concern was *RESOLVED* on October 13, 2021 when the LWDB submitted copies of its training plan, training materials, and signed staff training logs from October 12, 2021 (Southwest Training Services, Inc.) and October 13, 2021 (Job Training for Beaver County, Inc.) to confirm understanding of the responsibilities to document and update OJT job postings, employer services/notes.

Promising Practice #3: Virtual Job Fair

Observation: PA CareerLink® Greene County conducted a virtual job fair in December 2020 through Facebook. The goal was to create a virtual event with easy access for job seekers or students who may have limited access to the internet or electronic devices. The Greene County staff essentially created informative videos featuring agencies, schools, and employers with information on how to apply for admission or employment through the PA CareerLink® website. The key to the success of this effort was the information was available 24/7, and it encouraged customers to use the local PA CareerLink® system. Over 2,500 customers viewed this event and it created numerous inquiries for the 43 vendors. BWDA applauds PA CareerLink® Greene County for this effort and their creativity and encourages them to continue to explore ways to utilize this promising practice in the future.

Promising Practice #4: 2021 PA Workforce Development Association, PA Department of Labor & Industry, 2021 Governor's Achievement Award Winner from Southwest Region

Observation: Southwest Corner Workforce Development Board nominated participant R.L. who was selected as the WIOA Adult award winner. Recognition of the nominee was streamed during the 2021 PWDA Annual Conference. The staff at PA CareerLink® Beaver County provided referrals to Job Training for Beaver County, Inc. and Office of Vocational Rehabilitation which supported Mr. L. throughout continuing recovery and into a promising career.

6. PERFORMANCE

No findings or concerns were identified in this section.

7. FISCAL INTEGRITY

No findings or concerns were identified in this section.

8. AUDIT REQUIREMENTS

No findings or concerns were identified in this section.

9. ONE-STOP OPERATOR

No findings or concerns were identified in this section.

10. COVID-19 National Dislocated Worker Grant (NDWG)

Finding #6: Case Progress Notes and Services entered into CWDS/CWDS 2.0

Observation: Some of the CWDS case notes for PID #5878852 were entered by the Title I supervisor and beyond 30 calendar days of the actual date of occurrence, while there no CWDS case notes for PID #2247334.

PID #2247334 WIOA application was signed 07-10-2020 but the WIOA service was entered into CWDS on 11-17-2020. PID #5878852 began a temporary job on 02-25-2021, but the temporary jobs/WIS15 was not entered until 06-02-2021.

On 09-03-2020, BWPO issued an email titled: *PA COVID-19 Disaster DWG (PA32) Participant Tracking Instructions* which further details the CWDS case note requirement, along with other case management requirements within the system of record.

Citation: Workforce System Policy No. 01-2015 (Change 1), *Pennsylvania's Workforce System of Record (Change 1)*; TEGL No. 39-11, *Guidance on Handling and Protection of Personally Identifiable Information (PII), PA COVID-19 Disaster DWG (PA32) Participant Tracking Instructions,* September 3, 2021.

Required Action: All participant and employer must have their services and/or activities entered into CWDS/CWDS 2.0 expeditiously to ensure a common record. BWDA will consider this finding resolved once the LWDB has provided copies of its training plan, training materials, and signed staff training logs or some other verification confirming their understanding of their responsibilities to document the services and case activities as outlined by WSP No. 01-2015 (Change 1). BWDA also requires data entry of case progress notes in the CWDS/CWDS 2.0 case file for PID #2247334 to resolve this finding.

BWDA Post Initial Findings and Concerns Evaluation Result: This finding was *PARTIALLY RESOLVED* on October 13, 2021 when the LWDB submitted copies of its training plan, training materials, and signed staff training logs from October 12, 2021 (Southwest Training Services, Inc.) and October 13, 2021 (Job Training for Beaver County, Inc.) to confirm understanding of the responsibilities to document services and case

activities in CWDS. The LWDB must still provide proof of data entry of case progress notes for PID #2247334 to resolve this finding.

11. GENERAL

Thank you for completing monitoring in its entirety and timely responding to Oversight Services requests, regardless of COVID-19 restrictions. The LWDB's detailed responses greatly assisted Oversight Services in the revised and remote monitoring cycle.

pennsylvania
DEPARTMENT OF LABOR & INDUSTRY
OFFICE OF EQUAL OPPORTUNITY

September 17, 2021

Ryan Russell, EO Officer
Southwest Corner LWDA
351 West Beau Street Suite 300
Washington, PA 15301
VIA EMAIL: rrussell@washingtongreene.org

Dear Ryan Russell:

The Office of Equal Opportunity (OEO) within the Department of Labor & Industry is responsible for administering the Equal Opportunity (EO) component of the Workforce Innovation and Opportunity Act (WIOA) for the Commonwealth of Pennsylvania. This includes ensuring compliance with the Equal Opportunity and Nondiscrimination provisions of WIOA (Section 188 of WIOA, 29 U.S.C. 3248) and its implementing regulations (29 CFR Part 38), as well as specifying corrective action where noncompliance is found.

In accordance with the 2018 changes to WIOA and the State Nondiscrimination Plan (NDP, formerly called the Methods of Administration, MOA), certification/recertification of the Local Workforce Development Areas (LWDAs) and affiliated PA CareerLink® sites is required each year. This letter serves as notice that a compliance review of the Southwest Corner LWDA is now being conducted to evaluate the compliance status of your Equal Opportunity Program. Amy Sunnergren, Equal Opportunity Specialist, will conduct the review.

To comply with the revised WIOA regulations, our review process has changed substantially 2020. OEO has developed the LWDA Monitoring Survey to initiate and simplify the compliance review process. The Monitoring Survey replaces the ***Pennsylvania Nondiscrimination and Equal Opportunity Self Evaluation Guide (PA NEOSEG)***. The Monitoring Survey document is attached to this letter, along with instructions for completing the survey.

Please review the due dates and training dates **listed below:**

- ***Attachment 1,*** the ***LWDA Monitoring Survey***, will be used to evaluate the compliance of your Equal Opportunity Program. Instructions for completing the LWDA Monitoring Survey are attached. Please enter your responses into the electronic WORD version and return with the requested documentation **as a compressed file** via email to OEO, on or before **October 29, 2021.** Send the file to RA-LIOEO-WIOA-GWAY

- ***Technical Assistance Trainings:*** we will work with you to schedule a ***Technical Assistance Training*** conference call for you as well as all your LWDA PA CareerLink® Site Administrators and Equal Opportunity Liaisons. This training will take place after the initial review of the submitted Monitoring Survey and you will be contacted to set up a mutually convenient date and time.

There are several steps to the Audit process:

1. OEO will review the LWDA Monitoring Surveys looking at documentation received with the Survey and identifying areas for correction. Concerns regarding noncompliance will be communicated to you in writing with guidance for corrective actions and time frames for implementation. **We will prepare a written Compliance Report and review this with the EO Officer, LWDA Chief Executive Officer, other management, and preferably the LWDB board chair or another board member.**

2. We will determine the need for a ***Desk Audit*** or ***On-Site Audit*** for identified PA CareerLink® sites, to be conducted in 2022. Amy Sunnergren will also interview a number of partners and staff as part of this review during the audit process.

3. You will be notified of the findings and actions needed for Interim Compliance Certification, and we will provide guidance as needed. The final Certification status letter will be issued no later than sixty (60) days following the completed compliance review and verification of specified corrections.

Thank you for your assistance. Should you have any questions, please contact Amy Sunnergren at (717) 783-3094 or by email at asunnergre@pa.gov.

Sincerely,

James J. Kayer, Director
Office of Equal Opportunity

Attachments:

LWDA Monitoring Survey and Instructions

Grant Updates

New Applications:

- **Healthcare Industry Partnership**
  SCWDB submitted a grant proposal for the PAsmart Industry Partnership Program to form a Healthcare Industry Partnership in the Southwest Corner, with the goal of bringing regional healthcare providers and organizations together to address their current demand for a qualified talent pipeline. SCWDB is requesting $100,000 over an 18-month period.
- **Duquesne Light Company PAsmart Apprenticeship and Pre-Apprenticeship Program**
  SCWDB is acting as fiscal agent for Duquesne Light's proposal to the state for PAsmart "Building, Supporting and Expanding Registered Apprenticeship and Pre-Apprenticeship Programs" funds. The project would expand recruitment for their training for Overhead Lineworkers, which they are in the process of registering as a Registered Apprenticeship, as well as expand on their existing pre-apprenticeship program. The project is requesting $445,884.25 for a 2-year period.
- **Advanced Manufacturing Industry Partnership**
  SCWDB's Advanced Manufacturing Industry Partnership applied for more funding through the PAsmart Industry Partnership program. This round of grant funding would be focused on promoting local manufacturing careers to students in secondary and post-secondary education (partially through creation of an outreach video) and upgrading the skills of the current workforce with employer-aligned trainings. SCWDB is requesting $144,000 over an 18-month period.
- **Building and Construction Trades Industry Partnership**
  SCWDB's Building and Construction Trades Industry Partnership submitted a proposal for funding through the PAsmart Industry Partnership program. This round of grant funding would be focused on promoting local construction careers to students in secondary and post-secondary education and upgrading the skills of the current workforce with employer-aligned trainings. SCWDB is requesting $250,000 over an 18-month period.
- **German American Chamber of Commerce PAsmart Dual Apprenticeship Program**
  SCWDB collaborated with the German American Chamber of Commerce (GACC) to apply for additional funding to expand their PAsmart Dual apprenticeship program, which is described in program updates below.
- **SPOKES**
  SCWDB partnered with the Covation Center and 8 other SPOKES partners to submit a grant proposal to the Small Business Administration for the PA-Wide Business Growth Community Navigator Program to strengthen, stabilize and grow small business across Pennsylvania. The grant would focus on driving for stronger communities by concentrating on the small and micro business communities in the Commonwealth by increasing the delivery of a proven curriculum with the Covation Center's Small Business Masterclass Cohort program and many other technical resources that the SPOKES partners can provide. SCWDB is requesting $110,000 over a 2-year period.

Funding Awarded:

- **EQT Foundation**
  The Compass Program of Greene County works to give at-risk youth (grades 6-12) the tools necessary to lead a productive life and stay out of the criminal justice system by addressing the six life domains of work, education, relationships, community, health and creativity. Through academic and counseling support, as well as job and soft-skill training, we hope to reduce recidivism and high school drop-out rates among our participants. The Compass Program meets twice weekly after school at the PA CareerLink® Greene County

office. Optional Saturday mornings and/or summer sessions for students may also be assigned by Children and Youth Services, juvenile probation, school principals or local judges. In addition, Compass assists students who wish to attend voluntarily or at their parent's request. The SCWDB applied for $20,000, but was awarded $10,000. Program activities are being planned and additional funding opportunities are being explored.

Program Updates:

- **Appalachian Regional Commission- Inspire Grant**
  SCWDB continues operations of the Substance Abuse Grant through ARC. This grant includes our regional partners and cover 9 Counties, Allegheny, Armstrong, Beaver, Butler, Greene, Fayette, Indiana, Washington and Westmoreland. The INSPIRE Initiative makes funding available for projects that address the substance abuse crisis by creating or expanding a recovery ecosystem that will lead to workforce entry or reentry for individuals in recovery from substance abuse disorder (SUD). Projects are encouraged to support the post-treatment-to-employment continuum, which could include investments in healthcare networks that support substance abuse recovery professionals; recovery-focused job training programs; and initiatives designed to coordinate or link recovery services and training, among others. This grant will continue and expand our prior work with the Opioid NEG. Monthly project partner meetings are held to provide technical assistance and gauge progress towards grant goals. Participant and Employer services are being provided and initial results have been positive and indicate that grant goals should be met.
- **Business-Education Partnership (BEP)**
  PY20 BEP program is extended through June 30, 2022, all grant goals will be met or exceeded and it will be fully expended. Minimal funds remain for this grant as of September 30, 2021. All remaining funds will be used to support summer youth activities that include mentorships, camps and work experience. Because of COVID we have instituted some initiatives to offer some programs virtually and that has been successful. As of the end of Q1 of PY21, 2,187 students have been served through activities under this grant. The PA Department of L&I released an NGA to accept proposals for a new round of BEP funding. The SCWDB intend to submit an application for funds with an added focus on employer connections.
- **PA Smart Dual Apprenticeship Program**
  In collaboration with the Pittsburgh Chapter of the German American Chamber of Commerce (GACC), the SCWDB was awarded $250,000 in funding to support GACC's regional Dual Apprenticeship and Pre-Apprenticeship Program. This program addresses skills gaps in the regional advanced manufacturing workforce through the German dual training model, in which young people split time between traditional classroom education, related technical instruction (RTI), and on-the-job training (OJT). The Dual Apprenticeship Program has been registered by the Pennsylvania Department of Labor and Industry (L&I), and has earned approval from the Pennsylvania Apprenticeship and Training Office (ATO) and the Federal Committee on Apprenticeship. As of September 30, 2021, the program has assisted 60 job seekers (29 apprentices and 31 pre-apprentices).
- **PA Smart Beaver County Non-Traditional Pre-Apprenticeship Ecosystem**
  This grant that was developed to recruit and prepare nontraditional and diverse populations for building trades careers in Beaver County. This is a partnership between the SCWDB, Beaver County Building Trades, Beaver County CTC, and Community College of Beaver County, along with a number of community and social service groups. The initial focus has been on putting place the recruitment team and developing the MC3 class schedule and location. The Pandemic has impacted the location and schedule. However, the first class (Beaver County) started July 12, 2021 and concluded on August 2, 2021. A second class (Washington County) was scheduled to start on August 16, 2021 at the Lemoyne Center, but was cancelled

due to low enrollment. Another class began (Beaver County) on September 27, 2021 and is set to conclude November 18, 2021.

- **PA Steel Alliance Industry Partnership**
  The SCWDB was awarded $145,000 to convene and Implement a PA Steel Alliance Next-Gen Sector Partnership in Beaver, Greene, and Washington counties. The partnership focuses on supporting costs related to coordinating and funding electrical and mechanical maintenance worker training. To date, the partnership has supported Incumbent Worker Training for Structural Welding, Hydraulics, and Arc Flash Welding.
- **Building & Construction Industry Partnership**
  The SCWDB was awarded $250,000 to convene and Implement a Building and Construction Next-Gen Sector Partnership in Beaver, Greene, and Washington counties. SCWDB has built a strong connection and continues a growing relationship between workforce and the regional joint apprenticeship programs as related to prevailing wage job opportunities at the Shell Cracker Plant and other power plants. Also, there are many building and construction companies with long histories working throughout the regional area. These employers face many obstacles in their work, including but not limited to recruitment of minorities, women, and veterans, and replacing an aging workforce.
- **Youth Re-Entry**
  The Youth Reentry Cooperative Network (YRCN) is a collaborative project between the Southwest Corner Workforce Development Board and the Westmoreland-Fayette Workforce Development Board. Though COVID 19 has required some creativity for recruiting both WDBs began outreach and recruitment of eligible Individuals in need of additional training and/or employment assistance including those interested in other High Priority Occupations for ITAs continues. The SCWDB has enrolled twenty-three (23) out-of-school-youth offenders: 4 participants have obtained their GED, 2 have enrolled in post-secondary learning, 3 have enrolled in career and technical education programs, 9 have engaged in blended academic and occupational training, and 9 have been placed in employment. As of September 30, 2021, the program has enrolled 38 out-of-school-youth offenders: 4 have earned their GED, 3 have enrolled in post-secondary learning, 4 have enrolled in career and technical education programs, and 17 have been placed in employment (15 full-time, 2 part-time).

Covid-19 Response Update

Pennsylvania CareerLink ® offices opened on June 15, 2020 for all staff. On July 1, 2020 we started seeing individuals by appointment only. We also temporarily implemented and A Team and B Team rotation, so if there was a COVID exposure, the site could be reopened to the other team, after cleaning. This was for all of our PA CareerLink® sites. **All supervisors returned to in person work full-time (with no team rotations) on May 17, 2021. All PACL staff were permitted to return to full-time in-person work on June 7th, 2021. The majority of partners have returned to all in person or a hybrid version that includes in person. All health recommendations from the Governor's office are being followed.**

- Created a Pandemic Response Team that included our Workforce Board Director, Fiscal Staff, PA CareerLink® Operator Consortium and PA Career® Site Administrators. Our team virtually met on a weekly basis to discuss programming needs and updates, opportunities for improvement and the development of a "post-pandemic" plan for the safe reopening of our One Stop Centers.
- Provided virtual case management and career counseling services to both new and existing customers. They have been able to meet with our staff on a regular basis to ensure they are receiving the services they need and staying on track for program success;
- Created a full menu of online workshops addressing a variety of topics regarding Professional Development; Soft Skills Training; Orientation to One Stop Services; Financial Literacy and Labor Market Information to name a few;
- As workshops transition to in person activities, all Southwest Corner PACLs plan to continue to provide a virtual option to maintain the ability to make available workshops to the entire workforce area.
- Provided Unemployment Compensation claim guidance information and support in alignment with our State Agency;
- Deployment of new Unemployment Compensation websites and procedures have caused increased traffic and increased need for assistance. PACLs have developed informational handouts that outline what PACL staff can and cannot assist the public with throughout the UC claim process.
- Developed Resource Email Accounts for each of our PA CareerLink® locations so the needs of our communities can be responded to expeditiously and referrals to appropriate partnering agencies can be made virtually.

Washington County: PACLWASH@washingtongreene.org	724-223-4500
Mon Valley: PACLMV@washingtongreene.org	724-379-4750
Greene County: PACLGREENE@washingtongreene.org	724-852-2234
Beaver County: PACLBEAVER@washingtongreene.org	724-728-4860

- Worked with our training providers to develop online approved programs quickly;
- Assisted our employers with Incumbent Worker Training opportunities and funds to support online training initiatives; thus, enhancing the skills of their existing workforce *and;*
- Hired Pandemic Safety Officers in each of our One Stop locations. The positions are funded through a National Dislocated Worker Grant; therefore, the individuals hired are dislocated workers. We are proud to report that the positions we have created have enabled them to get back into workforce.
- Our virtual services include, but are not limited to:
  - Adult Education Services
  - All Employer Services

Career Counseling
Job Search
On-the-job training programs
Eligibility determination for Workforce Innovation programs and services
Resume assistance
Virtual Workshops
Youth Programming and Work Readiness services
EARN program operations and services
Youth Re-entry grant programs

- PA CareerLink® offices across the state are conducted a "PA CareerLink® Day" on August 12, 2021. All Southwest Corner PACLs participated by offering an open house from 10AM to 2PM. The open house will include informational tables about all of the services that are available to the public and employers.
- In order to increase awareness of workforce services available to the public, the SCWDB is in the process of developing an awareness campaign. The SCWDB will contract with a local advertising agency to develop an effective community outreach campaign. This is in an effort to increase public foot traffic at the facilities and to increase employer engagement.

SCWDB Participating Employers and Worksites
July 2021 to September 2021

On-The-Job Training Employers

Beaver County	
· VEKA, Inc.	· Beaver Valley Alloy
· Almatis, Inc.	· Versatex Building Products
· Shore Corporation	
Washington County	
· A-1 Babbitt	· Specified Systems, Inc.
· Budd Baer, Inc.	· Washington Health System
· Penn Commercial, Inc.	Washington Physicians Group (4)

Incumbent Worker Training Employers

Beaver County	
· Economy Ambulance	
Washington County	
· Brownsville Ambulance Service, Inc.	· SouthBridge EMS, Inc. (2)
· Budd Baer, Inc.	· Washington Physicians Group (2)
· Sarris Candies	· Washington Penn Plastic

SOUTHWEST CORNER OPERATOR CONSORTIUM UPDATE

July - August - September 2021

- **SOUTHWEST CORNER OPERATOR CONSORTIUM:**
  - **New Operator Consortium Member:** Vince Gratteri, Assoc. Director of High School Relations - Pittsburgh Technical College
  - **Operator meetings**: 8/6/21; Next meeting: 11/5/21 @10:00am via ZOOM

  - **PA CareerLink® Partner Meetings held:**
    - PACL Beaver Co: 7/19/21
    - PACL Greene Co: 7/29/21
    - PACL Mon Valley: 7/2/21; 9/17/21
    - PACL Washington Co: 9/16/21

- **PARTNERSHIP/SITE NEWS**
  - **UC Update:** Mandatory PACL registration and weekly work search restarted the week of July 11th with claimants to begin certifying on July 18th that they have looked for work during the previous week

  - **RESEA (Reemployment Services & Eligibility Assessments)** - Due to the high volume of UC Fraud activity, RESEA was shut down during this quarter.

  - **Metrix Learning Update - Southwest Corner SkillUp® partners** include:
    - Intermediate Unit #1
    - Job Training for Beaver County, Inc.
    - Literacy Pittsburgh
    - Southwest Training Services, Inc.

    PA Dept. of Labor & Industry launched a **free online job training program, "**SkillUp® PA". This is a flexible, self-directed, web-based, e-learning service that offers online courses to all job seekers to manage their own online training and/or improve their marketability to prospective employers. Categories of trainings include:
    - Accounting/Finance
    - Clerical
    - Customer Service
    - Human Resources
    - Information Technology (IT)
    - Marketing
    - Microsoft Office
    - Project Management
    - Soft skills (communication, time management, professionalism, etc.)

    **L&I is utilizing 100% federal funding under the Wagner-Peyser program for this online learning tool.

  - **Washington County Pardon Project**: Partnered with SWPA Legal Aid along with many other local community agencies and government offices to launch a program to assist those in the community in applying for a legal pardon PACL Washington & Mon Valley are involved.

  - **PA CareerLink® Beaver County**
    - Aug 12th - **PA CareerLink® Day of Action event** - Open House
      - Total Foot Traffic – 150 visitors / 8 Partners participated
      - 4 workshops held w/ 33 attendees
    - Oct. 18th - Literacy Pittsburgh began offering the **Digital Literacy Program** onsite.
    - **Beaver County Pardon Project** is now up & running; PACL & JTBC staff are involved.

- **PA CareerLink® Greene County**
  - Aug 12th - **PA CareerLink® Day of Action**: Job Fair - 9 employers w/ 24 job seekers
  - **Staff Resignation:** Dave Biller, Labor & Industry-BWPO Career Advisor
  - 8/9: **Dress for Success** Mobile Event held @ PACL Greene Co.
  - 9/23: **Lingis Manufacturing** Recruitment
  - **UC Hearings** will begin again at PACL Greene on Tuesday, Oct. 5th
  - **Re-Entry Workshop** - PA State Parole Workshop beginning again – Nov. 5th

- **PA CareerLink® Mon Valley**
  - Aug 12th - **PA CareerLink® Day of Action event** - Open House and Mini Job Fair
    - 4 local employers participated in the Mini Job Fair & 2 partners participated in the Open House - 40 job seekers attended onsite
  - **Staff Resignation:** Phyllis Nicholson, temporary Pandemic Safety Officer, resigned effective Oct. 8th for a full-time position with PennDOT
  - **Job posted on CWDS** for **Pandemic Safety Officer vacancy:** Job Order# 15811694
  - **Job posted on CWDS for Career Advisor Trainee (BWPO)** in Sept. w/ interviews conducted the week of Oct 25th.
  - Sept. 10th - PACL Mon Valley partnered with SWPA Area Agency on Aging to distribute **Farmer's Market food vouchers** to local residents over 60.
  - **Trade Program Outreach:** conducted mailings and phone outreach to 59 trade-affected dislocated workers from employer, ClosetMaid.
  - **Partnered with Mon Valley Initiative (MVI)** to provide weekly job club events featuring local employers.
  - **Direct Care Worker Program:** The grant funded program is offered by the Training and Education Fund for Southwestern PA. This grant provides a pipeline for participants to receive in-depth training to become a Certified Nursing Assistant, with direct placement, and on-the-job mentoring. Interested individuals visiting the Southwest Corner PA CareerLink® offices can be referred for eligibility/ assessment (CASAS (*Math/Reading*) testing) prior to starting the program. No cost to the program participants.

- **PA CareerLink® Washington County**
  - Aug 12th - **PA CareerLink® Day of Action event** (8/12): Open House- 8Partners/43Individuals
  - Sept 27th - Southwest Training rehired a temporary employee for the Washington Health System's COVID vaccination clinic.
  - Sept 22nd - **Observer Reporter Job Fair** was held @ DoubleTree
    PACL Washington Co. presented a virtual workshop on Sept. 21st "How to Prepare for a Job Fair" to assist those who may not have attended an in-person job fair.
  - **Unemployment Compensation Referee** will hold UC Hearings in our office beginning in October 2021.

- **NEW WORKSHOP DEVELOPED**
  - "Navigating the PA CareerLink® Website"

- **STAFF TRAININGS FOR SOUTHWEST CORNER PA CAREERLINK® & TITLE I STAFF**
  - 7/14 webinar - "The Intersection of Workforce Development & Reentry"
  - 7/26 webinar - "Digital Skills for Everyday Tasks" presented by Dress for Success
  - August- EO Trainings, presented by Ryan Russell, SCWDB EO Officer @ all 4 PACL offices
  - 8/10 EO Training, "Creating Respectful Workplaces" presenter: Lark Jackson, Program Director, Chicago Women in Trades National Center
  - 7/29 webinar - WorkforceGPS "Credentials: What Are They, Where to Find Them, & What Counts for Performance"
  - 8/18 webinar - PA Workforce Development Association - "Strategically Virtual"
  - 8/18 webinar - "Opioid Substance Use Disorder" presented by PA Labor & Industry Bureau of Workers' Compensation
  - 8/20 webinar - "OVR - Non-Obvious Disabilities, Disclosure & Disability Stigma" presented by PA Labor & Industry Bureau of Workers' Compensation
  - 9/20-22 PA Workforce Development Association Symposium – State College, PA

- **RAPID RESPONSE / WARN / TRADE INFORMATION**

COMPANY	LOCATION	EFFECTIVE LAYOFF/CLOSURE	# AFFECTED
Monongalia County Resources, Inc.	Brave, PA	Permanent Layoffs 1st stage Aug. 9 to Aug.23. 2nd stage Sept. 7 to Sept. 21	180
Ferro Corp.	Washington, PA	Trade Petition TA-W 96637	64
Lucky Vitamin, LLC	Leetsdale, PA	Permanent Closure Layoffs effective 9/30/2021	60
IPSCO Koppel Tubulars LLC (Tenaris) – Ambridge Plant	Ambridge, PA	Trade Petition TA-W 95726 Certification Date – 9/28/21	80
IPSCO Koppel Tubulars LLC (Tenaris) – Koppel Plant	Koppel, PA	Trade Petition TA-W 95726A Certification Date – 9/28/21	114

- **EVENTS HELD – October/November**
  - Oct. 6th **Job Fair** @ PACL Washington Co.
    - 9 employers attended / 14 job seekers
  - Oct. 7th **Job Fair** –PACL Beaver Co. @ Beaver Valley Mall
    - 56 Vendors / 150 job seekers attended
    - Vendors reported that they collected 280 applications/resumes
    - 163 of the applicants are potential hires/students
  - Oct. 13th **Employer Seminar** @ PACL Greene Co.– *Topic*: Leadership, Communications, & Dealing with Difficult Situations *Presenter:* Colonel Mike Belding, US Marine Corps (Ret) & Greene County Commissioner – 22 in attendance
  - Oct. 13th **Job Fair** - @ PACL Greene Co.
    - 24 Vendors / 47 Job Seekers attended
    - Job Fair outreach information reached 2,926 individuals on Facebook
    - The event on Facebook Live was viewed by 352 individuals

- 250 Applicants to vendors online PACL Job Orders

- Oct 14th **Beaver County Energy Day** – Focus was on providing career opportunities to middle school students in Advanced Manufacturing, Energy and Building & Construction Trades.
  - 8 School Districts – 150+ students attended, and 16 Vendors were onsite
- Oct 19th **Staff EO Training**: Oct. 19, Topic: "OVR 101 – Disability Awareness & Accessibility" Trainer: Rob Hodapp, MA CRC LPC CPT
- Oct. 22nd **Greene County Breakfast Roundtable** *&*
- Oct. 29th **Beaver County Breakfast Roundtable**
  These events were for K-12 Superintendents, Principals, and Guidance Counselors along with County Commissioners, Workforce Dev. Board, WIOA Title I Providers, and employers. These events focused on sharing resources, and support, in serving the respective County students (in-school and out-of-school). Employers in attendance discussed their workforce needs, apprenticeship opportunities and hiring processes. Industry Tours will be scheduled for the students.

- Nov. 16th **"Maximize eCommerce Sales" employer webinar**: Offered by the University of Pittsburgh Small Business Dev. Center (SBDC). This workshop provides proven strategies to drive traffic via search engine optimization and social media.

- **FUTURE EVENT**
  - **Washington County Breakfast Roundtable – TBD**
    This event will be for Sharing of resources with Workforce-Education-Business entities.

State Provided Quarterly Reports

The 1st Quarter PY 2021 performance reports are now available. Detailed aggregate results of participants served and outcomes achieved, as well as the summary report of Common Measure outcome data for all local areas and the state are being provided for your review. This information should be taken into account when negotiating performance.

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 2020:

Program Year (PY) 2021 Program Year to Date Time Periods To Be Reported				
Report Quarter ***Report Due Date***	**July – Sept.** ***November 14, 2021***	**Oct. – Dec.** ***February 14, 2022***	**Jan. – Mar.** ***May 15, 2022***	**Apr. – June** ***August 14, 2022***
Employment Rate Second Quarter After Exit	7/1/20 to 9/30/20	7/1/20 to 12/31/20	7/1/20 to 3/31/21	7/1/20 to 6/30/21
Employment Rate Fourth Quarter After Exit	1/1/20 to 3/31/20	1/1/20 to 6/30/20	1/1/20 to 9/30/20	1/1/20 to 12/31/20
Median Earnings Second Quarter After Exit	7/1/20 to 9/30/20	7/1/20 to 12/31/20	7/1/20 to 3/31/21	7/1/20 to 6/30/21
Credential Attainment Rate	1/1/20 to 3/31/20	1/1/20 to 6/30/20	1/1/20 to 9/30/20	1/1/20 to 12/31/20
Measurable Skill Gains	7/1/21 to 9/30/21	7/1/21 to 12/31/21	7/1/21 to 3/31/22	7/1/21 to 6/30/22

Beaver, Greene, & Washington Counties, PA

SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

WDB PROGRAM DATA REPORTS

WIOA Title I Program Performance Comparison

1st Quarter PY 2021 Program Year-to-Date Results

Adult Program	Employment Rate (2nd Quarter)			Employment Rate (4th Quarter)			Median Earnings (2nd Quarter)			Credential Attainment Rate			Measurable Skill Gains		
Area Name	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved
Statewide	68.7%	75.0%	91.6%	65.6%	71.0%	92.4%	$6,607	$5,800	113.9%	73.6%	58.0%	126.9%	29.5%	38.0%	77.6%
Southwest Region															
Southwest Corner	85.7%	81.0%	105.8%	66.7%	75.0%	88.9%	$7,499	$7,000	107.1%	85.7%	70.0%	122.4%	54.0%	69.0%	78.3%
3-Rivers Combined	76.1%	78.0%	97.6%	61.2%	72.0%	85.0%	$6,227	$5,700	109.2%	67.7%	60.0%	112.8%	38.5%	50.0%	77.2%
Tri-County	62.5%	75.0%	83.3%	57.1%	72.0%	79.3%	$4,664	$6,100	76.5%	83.3%	76.0%	109.6%	44.4%	67.0%	66.3%
West-Fay	78.6%	77.0%	102.1%	69.0%	78.0%	88.5%	$7,037	$6,700	105.0%	65.4%	70.0%	93.4%	17.1%	30.0%	57.0%

Dis. Worker Program	Employment Rate (2nd Quarter)			Employment Rate (4th Quarter)			Median Earnings (2nd Quarter)			Credential Attainment Rate			Measurable Skill Gains		
Area Name	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved
Statewide	74.0%	78.0%	94.9%	73.9%	78.0%	94.7%	$8,206	$8,000	102.6%	74.0%	59.0%	125.4%	32.5%	33.0%	98.5%
Southwest Region															
Southwest Corner	82.3%	83.0%	102.8%	88.2%	84.0%	105.0%	$11,441	$9,000	127.1%	85.0%	75.0%	113.3%	57.4%	60.0%	95.7%
3-Rivers Combined	74.6%	80.0%	93.3%	70.3%	81.0%	86.8%	$7,490	$8,000	93.6%	71.4%	65.0%	109.8%	45.5%	40.0%	113.8%
Tri-County	82.8%	83.0%	99.8%	80.4%	83.0%	96.9%	$9,602	$9,000	106.7%	87.1%	79.0%	110.3%	54.3%	70.0%	77.6%
West-Fay	91.7%	83.0%	110.5%	89.5%	84.0%	106.5%	$7,955	$9,000	88.4%	73.1%	75.0%	97.5%	25.0%	22.0%	113.6%

Beaver, Greene, & Washington Counties, PA

SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

WDB PROGRAM DATA REPORTS

Youth Program	Employment & Education Rate (2nd Quarter)			Employment & Education Rate (4th Quarter)			Median Earnings (2nd Quarter)			Credential Attainment Rate			Measurable Skill Gains		
Area Name	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved	Actual Perf.	Neg. Level	% of Goal Achieved
Statewide	61.4%	66.0%	93.0%	62.7%	60.0%	104.5%	$2,935	$2,750	106.7%	56.5%	72.0%	78.5%	23.2%	57.0%	40.7%
Southwest Region															
Southwest Corner	77.3%	72.0%	107.4%	80.0%	72.0%	111.1%	$2,968	$3,000	98.9%	92.9%	75.0%	123.9%	19.2%	65.0%	29.5%
3-Rivers Combined	0.0%	65.0%	0.0%	100.0%	60.0%	166.7%	$0	$2,300	0.0%	100.0%	78.0%	128.2%	1.2%	70.0%	1.7%
Tri-County	92.9%	66.0%	112.6%	79.2%	66.0%	120.0%	$3,885	$3,100	125.3%	66.7%	65.0%	102.6%	42.9%	50.0%	85.8%
West-Fay	75.0%	68.0%	100.0%	68.8%	62.0%	111.0%	$4,387	$2,700	162.5%	50.0%	65.0%	76.9%	4.0%	25.0%	16.0%

Beaver, Greene, & Washington Counties, PA

SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

WDB PROGRAM DATA REPORTS

Southwest Corner WIOA Program Performance Historical Comparison

WIOA Adult	PY 2019					PY 2020					PY 2021				
Performance Measure	Neg. Level	Actual Performance Levels				Neg. Level	Actual Performance Levels				Neg. Level	Actual Performance Levels			
		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4
Employment Rate 2nd Quarter After Exit	74.0%	87.5%	89.3%	89.2%	89.3%	81.0%	71.9%	79.3%	78.4%	78.7%	81.0%	85.7%			
Employment Rate 4th Quarter After Exit	71.0%	82.4%	81.3%	84.3%	85.0%	75.0%	85.2%	77.9%	73.0%	74.2%	75.0%	66.7%			
Median Earnings 2nd Quarter After Exit	$5,900	$9,040	$9,932	$8,846	$8,231	$7,000	$8,064	$7,015	$6,434	$7,189	$7,000	$7,499			
Credential Attainment Rate	65.0%	83.3%	75.0%	79.5%	83.3%	70.0%	77.8%	90.0%	84.1%	84.2%	70.0%	85.7%			
Measurable Skill Gains	Baseline	33.1%	53.7%	59.3%	83.6%	67.0%	58.0%	75.0%	69.1%	80.0%	69.0%	54.0%			

WIOA Dislocated Worker	PY 2019					PY 2020					PY 2021				
Performance Measure	Neg. Level	Actual Performance Levels				Neg. Level	Actual Performance Levels				Neg. Level	Actual Performance Levels			
		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4
Employment Rate 2nd Quarter After Exit	78.0%	84.2%	86.8%	85.8%	88.1%	81.0%	80.0%	84.5%	83.8%	82.5%	83.0%	85.3%			
Employment Rate 4th Quarter After Exit	79.0%	90.9%	90.8%	90.9%	89.4%	81.0%	88.4%	84.4%	81.7%	82.8%	84.0%	88.2%			
Median Earnings 2nd Quarter After Exit	$7,300	$8,823	$9,739	$10,819	$10,788	$9,000	$9,279	$8,228	$8,869	$9,215	$9,000	$11,441			
Credential Attainment Rate	67.0%	87.0%	87.3%	91.0%	91.9%	75.0%	87.9%	87.7%	85.0%	87.0%	75.0%	85.0%			
Measurable Skill Gains	Baseline	25.3%	40.4%	55.8%	87.0%	60.0%	56.7%	77.9%	77.9%	79.0%	60.0%	57.4%			

WIOA Youth	PY 2019					PY 2020					PY 2021				
Performance Measure	Neg. Level	Actual Performance Levels				Neg. Level	Actual Performance Levels				Neg. Level	Actual Performance Levels			
		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4		Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4
Employment & Education Rate 2nd Quarter After Exit.	65.0%	79.7%	79.5%	81.1%	83.1%	72.0%	84.0%	77.2%	77.9%	83.9%	72.0%	77.3%			
Employment & Education Rate 4th Quarter After Exit	72.0%	70.6%	79.8%	81.8%	81.4%	72.0%	87.0%	82.1%	78.1%	77.6%	72.0%	80.0%			
Median Earnings 2nd Quarter After Exit	Baseline	$2,191	$3,440	$3,137	$3,608	$3,000	$2,691	$3,119	$3,376	$3,739	$3,000	$2,968			
Credential Attainment Rate	65.0%	80.0%	80.8%	83.6%	83.2%	75.0%	95.0%	89.9%	89.1%	87.9%	75.0%	92.9%			
Measurable Skill Gains	Baseline	22.8%	61.8%	64.2%	73.3%	65.0%	7.5%	60.8%	70.0%	73.9%	65.0%	19.2%			

Thank you for attending.

Our next quarterly meeting will be
Tuesday, February 22, 2022
at
Hilton Garden Inn Southpointe, Canonsburg, PA
at 8:30 AM
Note: a call in option will be available

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

Follow us on Twitter @scwdb15
Follow us on Facebook @SouthwestCornerWDB

Beaver, Greene, & Washington Counties, PA

SOUTHWEST CORNER WORKFORCE DEVELOPMENT BOARD

AGENDA

Southwest Corner Workforce Development Board Meeting Agenda				
Date: November 23, 2021 - 8:30 AM – 10:30 AM				
Item	**Topic**	**Presenter**	**Responsibility/Action**	**Briefing Book Reference**
1	**Welcome**	Terry Wiltrout	---	Page 1
1A	Agenda	---	---	Page 2
1B	Table of Contents	---	---	Page 3
1C	Workforce Information	---	---	Pages 4-9
2	**The Reclaim Project Presentation**	Chuck Verrett	Awareness Only	---
3	**Consent Agenda**	Terry Wiltrout	Review/Approve	Pages 10-23
3A	Previous Meeting Minutes	---	---	Pages 10-15
3B	Monitoring Report	---	---	Pages 16-17
3C	Service Provider Reports	---	---	Pages 18-23
3C-1	Combined 1st Qtr. WIOA Data Report	---	---	Pages 18-20
3C-2	SCWDB Combined PACL Data Report	---	---	Page 21
3C-3	SCWDB BEP Data Report	---	---	Page 22
3C-4	SCWDB EARN Data Report	---	---	Page 23
4	**2022 CLEO/WDB Meeting Schedule**	Ami Gatts	Review/Approve	Page 24
5	**PACL Certification/Operator Review**	Ami Gatts/Ryan Russell	Review/Approve	Pages 25-31
6	**Staff Reports**	---	---	Pages 32-67
6A	Fiscal/Financial Report	Ami Gatts	Review/Approve	Pages 32-44
6B	Director's Report	Ami Gatts	---	Pages 45-63
6B-1	Audit Update	Ami Gatts	---	Page 46
6B-2	BWDA PY 20 Monitoring Report	Ami Gatts	---	Pages 46-55
ADD	PY20 Interim and PY19 Final WIOA Compliance Reports	Ami Gatts	---	Additional Handout
6B-3	PA OEO Desk Review	Ami Gatts/Ryan Russell	---	Page 46 & 56-57
6B-4	Grant Updates	Ami Gatts	Awareness Only	Pages 58-60
6B-5	SCWDB Covid-19 Response Update	Ami Gatts	Awareness Only	Pages 61-62
6B-6	PY21 Participating Employers and Worksites	Ami Gatts/Lisa Neil/Rick Riley	Awareness Only	Page 63
6C	PACL Operator Consortium Report	Lisa Neil/Rick Riley/Vince Gratteri	Awareness Only	Pages 64-67
7	**WIOA Program Performance & Historical Performance**	Ami Gatts	Review/Approve	Page 68-71
8	**Other/New Business**	---	---	---
9	**Public Comments**	Terry Wiltrout	Awareness Only	---
10	**Adjourn**	Terry Wiltrout	Chair Declaration	---

pennsylvania
DEPARTMENT OF LABOR & INDUSTRY
BUREAU OF WORKFORCE DEVELOPMENT ADMINISTRATION

November 10, 2021

Mr. Terry Wiltrout, Chair
Southwest Corner Workforce Development Board
Washington Greene County Job Training Agency, Inc.
351 West Beau St., Suite 300
Washington, PA 15301

Local Workforce Development Board Chair:

The Commonwealth of Pennsylvania measures the compliance of its Workforce Innovation and Opportunity Act (WIOA) formula funded sub-recipients in the five following areas:

- 80% minimum commitment/expenditure of its adult, dislocated worker, and youth funding in the first year of award. WIOA Final Rule §683.140.
- 20% maximum expenditure of its adult and dislocated worker allocation on incumbent worker training. WIOA Final Rule §680.800.
- 20% minimum expenditure of its youth allocation on work-experience opportunities. WIOA Final Rule §681.590.
- 75% minimum expenditure of its youth allocation on out-of-school youth. WIOA Final Rule §684.410.
- 100% full expenditure of adult, dislocated worker, and youth funding by the close of the grant. WIOA Final Rule §667.107.

The purpose of this letter and reporting attachments are to inform each Local Workforce Development Board (LWDB) of the **interim and final assessments** regarding its PY2019 and PY2020 WIOA compliance requirements as of the June 30, 2021, Financial Status Reporting. Therefore, please carefully review the attachments to this letter.

The Commonwealth of Pennsylvania has the authority to recapture funds from the LWDBs if the 80 percent obligation rate is not met. Likewise, the U.S. Department of Labor has the authority to recapture funds from the Commonwealth when the State collectively falls below the 80 percent obligation rate. The amount recaptured, if any, is based on the amount by which the unobligated balance allocated to each LWDB exceeds 20 percent of the allocation for the program year minus any funds reserved (up to ten percent) for the cost of administration. Pennsylvania has also adopted a consecutive year recapture and reallocation of funds process. This means that the year following the year of obligation will be when the Commonwealth assesses compliance with the 80 percent obligation requirement for the prior year and recaptures and reallocates applicable funds.

In reference to the five assessment reports attached, please provide a corrective action plan where indicated, within 45 days of receipt of this letter.

If you have any questions or concerns regarding this information, please contact Tammy Leister at (717) 705-3764 or tleister@pa.gov.

Sincerely,

Brenda Duppstadt

Brenda Duppstadt, Acting Director
Bureau of Workforce Development Administration

PY20 Compliance with 80% Obligation Requirement Final Report

Prepared Date: 10/18/2021
Finalized Date: 10/18/2021

All figures as of June 2021 FSR

§ 683.140 What reallocation procedures must the Governors use?

(a) The Governor, after consultation with the State WDB, may reallocate youth, adult, and dislocated worker funds among local areas within the State in accordance with the provisions of secs. 128(c) and 133(c) of WIOA. If the Governor chooses to reallocate funds, the provisions in paragraphs (b) and (c) of this section apply.

(b) For the youth, adult and dislocated worker programs, the amount to be recaptured from each local area for purposes of reallocation, if any, must be based on the amount by which the prior year's unobligated balance of allocated funds exceeds 20 percent of that year's allocation for the program, less any amount reserved (up to 10 percent) for the costs of administration. Unobligated balances must be determined based on allocations adjusted for any allowable transfer between funding streams. The amount to be recaptured, if any, must be separately determined for each funding stream. The term "obligation" is defined at 2 CFR 200.71.

(c) To be eligible to receive youth, adult or dislocated worker funds under the reallocation procedures, a local area must have obligated at least 80 percent of the prior program year's allocation, less any amount reserved (up to 10 percent) for the costs of administration, for youth, adult, or dislocated worker activities, as separately determined. A local area's eligibility to receive a reallocation must be separately determined for each funding stream.

PY '20 Compliance with 80% Obligation Requirement - Final Report
WIOA, Sections 128[c] and 133[c], 20 CFR Sec. 683.140 & PA State Plan
All figures are as of June 30, 2021 representing June 2021 closeout FSRs

165 Southwest Corner

Adult Funds

		Total	Admin	Program	Program Expended	Program Obligated
1st Increment	20-300-1	$ 150,695.72	$ 15,069.57	$ 135,626.15	$ 135,626.15	$ -
Transfers 1st Incr.	20-300-3	$ -				
2nd Increment	20-301-1	$ 751,978.60	$ 75,197.86	$ 676,780.74	$ 469,605.92	$ 195,026.97
Transfers 2nd Incr.	20-301-3	$ -				
Total Allocated		**$ 902,674.32**	**$ 90,267.43**	**$ 812,406.89**	**$ 605,232.07**	**$ 195,026.97**
Less Admin		$ 90,267.43				
Program Allocation		$ 812,406.89			Total Program Expended Plus Obligations	
					$ 800,259.04	
Recapture/Reallocation		$ -				
Total Available		**$ 812,406.89**			**74.50%**	*Program Expenditures*
Min. 80% target amount		$ 649,926.00			**98.50%**	*Total Program Exp. & Obs.*
Excess/(Shortfall)		**$ 150,333.04**			**IN COMPLIANCE**	

OBLIGATION RATE
98.50%
IN COMPLIANCE

Youth Funds

		Total	Admin	Program		Program Expended	Program Obligated
1st Increment	20-330-1	$ 959,228.97	$ 95,922.90	$ 863,306.07	In-S	$ 144,206.35	$ -
		$ -			OOS	$ 475,351.35	$ 230,504.65
Total Allocated		**$ 959,228.97**	**$ 95,922.90**	**$ 863,306.07**		**$ 619,557.70**	**$ 230,504.65**
Less 10% Admin Reserve		$ 95,922.90					
Program Allocation		$ 863,306.07				Total Program Expended Plus Obligations	
Recapture/Reallocation		$ -				$ 850,062.35	
Total Available		**$ 863,306.07**					
Min. 80% target amount		$ 690,645.00				**71.77%**	*Program Expenditures*
Excess/(Shortfall)		**$ 159,417.35**				**98.47%**	*Total Program Exp. & Obs.*
						IN COMPLIANCE	

OBLIGATION RATE
98.47%
IN COMPLIANCE

Dislocated Worker Funds

		Total	Admin	Program	Program Expended	Program Obligated
1st Increment	20-400-1	$ 309,378.60	$ 30,937.86	$ 278,440.74	$ 278,440.74	
2nd Increment	20-401-1	$ 1,394,231.01	$ 139,423.10	$ 1,254,807.91	$ 989,871.67	$ 242,990.33
Transfers 2nd Incr.	20-401-3	$ -			$ -	$ -
Total Allocated		**$ 1,703,609.61**	**$ 170,360.96**	**$ 1,533,248.65**	**$ 1,268,312.41**	**$ 242,990.33**
Less Admin		$ 170,360.96				
Program Allocation		$ 1,533,248.65			Total Program Expended Plus Obligatoins	
					$ 1,511,302.74	
Recapture/Reallocation		$ -				
Total Available		**$ 1,533,248.65**			**82.72%**	*Program Expenditures*
Min. 80% target amount		$ 1,226,599.00			**98.57%**	*Total Program Exp. & Obs.*
Excess/(Shortfall)		**$ 284,703.74**			**IN COMPLIANCE**	

OBLIGATION RATE
98.57%
IN COMPLIANCE

Compliance with 20% Maximum IWT Expenditure Requirement (PY20 Interim) (PY19 Final)

Completed Date: 10/18/2021

All figures are as of June 2021 FSR

[WIOA Section 134(d)(4), Final Rule §680.800]

§ 680.800 What funds may be used for incumbent worker training?

(a) The local area may reserve up to 20 percent of their combined total of adult and dislocated worker allocations for incumbent worker training as described in § 680.790.

Compliance with 20% Maximum IWT Expenditure Requirement (PY20 Interim) (PY19 Final)

[WIOA Section 134(d)(4), Final Rule §680.800, TEGL 23-14, TEGL 8-15]

All figures are as of June 30, 2021 FSRs

165 Washington Green

For PY '20 Interim Report (07/01/2020 - 06/30/2021)

		IWT
Local area Adult allocation amount: [including applicable adjustments - recapture, etc.]	$ 902,674.32	**1.9%**
Local area Dislocated Worker allocation amount: [including applicable adjustments - recapture, etc.]	$ 1,703,609.61	
Allocations Total:	$ 2,606,283.93	
Maximum 20% IWT compliance amount:	$ 521,256.79	
Adult and DW IWT expenditures:	$ 49,044.07	
Maximum remaining to expend/Over-expended	472,212.72	

165 Washington Green

For PY '19 Final Report (07/01/2019 - 06/30/2020)

		IWT
Local area Adult allocation amount: [including applicable adjustments - recapture, etc.]	$ 1,953,152.35	**2.0%**
Local area Dislocated Worker allocation amount: [including applicable adjustments - recapture, etc.]	$ 888,983.20	
Allocations Total:	$ 2,842,135.55	
Maximum 20% IWT compliance amount:	$ 568,427.11	
Adult and DW IWT expenditures:	$ 57,464.28	
Maximum remaining to expend/Over-expended	**510,962.83**	

Compliance with 20% Youth Work Experience (WBE) Expenditure Requirement (PY19 Final) (PY20 Interim)

Completed Date:

All figures are as of June 2021 FSR

[WIOA Section 129(c)(4), Final Rule §681.590, TEGL 23-14, TEGL 8-15]

§ 681.590 What is the work experience priority and how will local youth programs track the work experience priority?

(a) Local youth programs must expend not less than 20 percent of the funds allocated to them to provide ISY and OSY with paid and unpaid work experiences that fall under the categories listed in § 681.460(a)(3) and further defined in § 681.600.

(b) Local WIOA youth programs must track program funds spent on paid and unpaid work experiences, including wages and staff costs for the development and management of work experiences, and report such expenditures as part of the local WIOA youth financial reporting. The percentage of funds spent on work experience is calculated based on the total local area youth funds expended for work experience rather than calculated separately for ISY and OSY.

Compliance with 20% Youth Work Experience (WBE) Expenditure Requirement (PY19 Final) (PY20 Interim)

[WIOA Section 129(c)(4), Final Rule §681.590, TEGL 23-14, TEGL 8-15]

All figures are as of June 30, 2021 FSRs

165 Southwest Corner

For PY '19	(4/1/19 - 6/30/21)		R
		1st Increment	
Local area youth allocation amount:		$ 1,151,637.77	
[including applicable adjustments - recapture, etc.]			
Less administrative allocation:		$ 115,163.78	
Reduced allocation:		$ 1,036,473.99	
Reduced allocation multiplied by 20%		x 20%	
Minimum 20% OSY compliance amount:		$ 207,294.80	
Actual WBE Expenditures		$ 207,389.23	
Excess/(Shortfall)		$ 94.43	
Total Youth Funds Unexpended:		$ 1,151,637.77	

WBE RATE
20.0%

165 Southwest Corner

For PY '20	(4/1/20 - 6/30/22)		
		1st Increment	
Local area youth allocation amount:		$ 959,228.97	
[including applicable adjustments - recapture, etc.]			
Less administrative allocation:		$ 95,922.90	
Reduced allocation:		$ 863,306.07	
Reduced allocation multiplied by 20%		x 20%	
Minimum 20% OSY compliance amount:		$ 172,661.21	
County's WXp Expenditures		$ 154,608.83	
Excess/(Shortfall)		$ (18,052.38)	
Total Youth Funds Unexpended:		$ 959,228.97	

WBE RATE
17.9%

Compliance With 75% Out-of-School Youth (OSY) Expenditure Report - PY19 Final & PY20 Interim

Completed Date: 10/16/2020

All figures are as of June 2021 FSR

WIOA Sec. 128(b)(3), Final Rule Sec 684.410 & Section 129(a)(4)(A)

The required level for 75% OSY Youth expenditures is dependent on actual program expenditures.
Therefore, if your area has not yet expended the full 90% Admin amount, the OSY compliance amount could fluctuate.
Compliance for each program year will be based on actual figures submitted at closeout of the 2 year fund availability period.

Compliance with 75% Out-of-School Youth (OSY) Expenditure Requirement
(PY20 Interim) & (PY19 Final Report)

WIOA Sec. 128(b)(3), Final Rule Sec 684.410 & Section 129(a)(4)(A)

All figures are as of June 2021 FSRs

165 Southwest Corner

For PY '20

	1st Increment	OSY RATE
Local area youth allocation(s) amount:	$959,228.97	55%
[including applicable adjustments - recapture, etc.]		
Less administrative allocations:	$95,922.90	
Reduced allocation:	$863,306	
Reduced allocation multiplied by 75%	x 75%	
Minimum 75% OSY compliance amount:	$647,480	
Southwest Corner's OSY Expenditures	$475,351.35	
Excess/(Shortfall)	($172,128)	
Total Youth Funds Unexpended:		

For PY '19

	1st Increment	OSY RATE
Local area youth allocation(s) amount:	$1,151,637.77	78%
[including applicable adjustments - recapture, etc.]		
Less administrative allocations:	$115,163.78	
Reduced allocation:	$1,036,473.99	In Compliance
Reduced allocation multiplied by 75%	x 75%	
Minimum 75% OSY compliance amount:	$777,355.49	
Southwest Corner's OSY Expenditures	$813,181.44	
Excess/(Shortfall)	$35,825.95	
Total Youth Funds Unexpended:		

Local Area is in compliance

PY '19 Compliance with Funding Availability Report - Final Report

Prepared date: 10/08/2021
Finalized date: 10/18/2021

All figures are as of June 2021 FSR

§ 667.107 What is the period of availability for expenditure of WIOA funds?

(a) Grant funds expended by States. Funds allotted to State under WIOA sections 127(b) and 132 (b) for any program year are available for expenditure by the State receiving the funds only during that program year and the two succeeding program years.

(b) Grant funds expended by local areas

(1) Funds allocated by a State to a local area under WIOA sections 128 (b) and 133(b) for any program year are available for expenditure only during that program year and the succeding program year.

(2) Funds which are not expended by a local area in the two-year period described in paragraph (b) (1) and (2) of the section, must be returned to the State. Funds so returned are available for expenditure by State and local recipients and subrecipients only during the third program year of availability. These funds may: (i) Be used for Statewide projects, or (ii) Be distributed to other local areas which had fully expended their allocation of funds for the same program year within the two-year period.

PY '19 Compliance with Fund Availability Requirement - Final Report
WIOA, Sections 128[c] and 133[c] & Final Rule Sec. 667.107
All figures are as of June 30, 2021 FSR

165-Southwest Corner

Adult		Award	Expenditures	Unexpended	% Unexpended	Subject to Recapture
19-300-1	1st	$164,590.79	$164,590.79	$0.00	0%	Fully Spent
19-301-1	2nd	$877,449.56	$877,449.56	$0.00	0%	Fully Spent
19-300-3	Transfers 1st Increment					
19-301-3	Transfers 2nd Increment	$911,111.00	$911,111.00	$0.00	0%	Fully Spent
	Total	**$1,953,151.35**	**$1,953,151.35**	**$0.00**	**0%**	**Fully Spent**

Youth		Award	Expenditures	Unexpended	% Unexpended	Subject to Recapture
19-330-1	**Total**	$1,151,637.77	$1,151,637.77	$0.00	0%	Fully Spent
	Total	**$1,151,637.77**	**$1,151,637.77**	**$0.00**	**0%**	**Fully Spent**

DW		Award	Expenditures	Unexpended	% Unexpended	Subject to Recapture
19-400-1	1st	$312,470.43	$312,470.43	$0.00	0%	Fully Spent
19-401-1	2nd	$576,512.77	$576,512.77	$0.00	0%	Fully Spent
19-400-3	Transfers 1st Increment					
19-401-3	Transfers 2nd Increment					
	Total	**$888,983.20**	**$888,983.20**	**$0.00**	**0%**	**Fully Spent**

	Award	Expenditures	Unexpended	% Unexpended	Subject to Recapture
Grand Total	**$3,993,772.32**	**$3,993,772.32**	**$0.00**	**0%**	**Fully Spent**