

PARTNER WORK

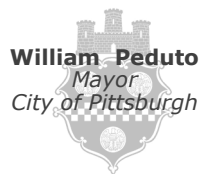
The Workforce Development Board for the Pittsburgh Area



Building a thriving workforce for the Pittsburgh region.

Board of Directors' Briefing Book

A p r i l 3 , 2 0 2 0



David Malone
Chair



BOARD OF DIRECTORS

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Acklin, Kevin

Vice President and Chief Counsel
Pittsburgh Penguins

Allen, Will

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Executive Director
Constructors Association of
Western PA

Belechak, Joseph

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Accenture

Bell, Natalie

Director, Talent Acquisition-
Recruitment Service Delivery
UPMC

Bullock, Dr. Quintin

President
Community College of Allegheny
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Camino, Chris

Americas Leader, Strategic
Customer Engagements
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Caplan, Debra

Executive in Residence
The Forbes Funds

Casoli, Rich

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Cherna, Marc

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Carnegie Library of Pittsburgh

Coplan, David A.

Executive Director
Human Services Center Corp.

Croft, Tom

Executive Director
Steel Valley Authority

Ellsworth, Laura

Partner4Work Vice Chair
Partner-in-Charge of Global
Community Service Initiatives
Jones Day

Gittlen, Ike

Representative
United Steelworkers

Harris, Carey

Chief Executive Officer
Literacy Pittsburgh

Katona, Marci

District Administrator
Office of Vocational Rehabilitation

Kelly, Darrin

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

Lane, Majestic

Deputy Chief of Staff, Office of
Mayor William Peduto
City of Pittsburgh

Massaro, Steve

Partner4Work Treasurer
President
Massaro Construction Group

McLaughlin, Caitlin

Executive Vice President, Director
of Talent Lifecycle
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Melcher, Tom

Business Manager
Pittsburgh Regional Building Trades
Council

Mendoza, Brandon

Executive Director
NAIOP Pittsburgh

Nobers, Jeff

Executive Director
Builders Guild of Western PA

Pipitone, Scott

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Pipitone Group

Pollard, Joshua

President and CEO
Omicelo

Rendulic, Mark

Market President
Citizens Bank

Rupert, Duke

Chief Operating Officer
Allegheny General Hospital

Staszko, Frank

Assistant Regional Director
PA Department of Labor and
Industry, Bureau of Workforce
Partnerships and Operations

Thomas, John

Chief Financial Officer
ECHO Realty

Topoleski, Linda

Vice President, Workforce
Operations and Programs
Allegheny Conference on
Community Development

Washington, Dr. Nancy

Director, Allegheny Housing
Rehabilitation Corporation

Williamson, Sam

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

PARTNER4WORK (P4W) Board of Directors' Meeting

8:30 to 9:30 a.m. April 3, 2020

Via Zoom Conferencing: <https://zoom.us/j/309648736>

1. WELCOME AND CALL TO ORDER *Dave Malone, Chair*

2. BUSINESS INTELLIGENCE, IMPACT, ADVOCACY, AND DECISION-MAKING AMID COVID-19 CRISIS
Partner4Work, Allegheny Conference on Community Development

3. CONSENT AGENDA ITEMS *Dave Malone*
 - ACCEPT: \$500,000 in grant funding from the Hillman Foundation to support Industry Partnerships and other P4W activities
 - APPROVE: Minutes from the March 27, 2020, Board of Directors meeting

4. AGENDA SETTING FOR APRIL 17, 2020

5. OTHER BOARD BUSINESS

6. OPEN FORUM AND PUBLIC COMMENT PERIOD
Individual speakers limited to three (3) minutes

7. ADJOURNMENT

MEETING MATERIALS

Minutes of Partner4Work Board of Directors' Meeting

Zoom Meeting

8:30 a.m. March 27, 2020

Board Members Present

Acklin, Kevin
Allen, Will
Belechak, Joseph
Bell, Natalie
Bullock, Dr. Quinton B.
Camino, Chris
Caplan, Debra
Casoli, Rich
Cherna, Marc
Cooper, Mary Frances
Coplan, David
Croft, Tom
Ellsworth, Laura
Gittlen, Ike
Harris, Carey
Katona, Marci
Kelly, Darrin
Lane, Majestic
Massaro, Steve
Mendoza, Brandon
Nobers, Jeff
Pipitone, Scott
Pollard, Joshua
Rupert, Duke
Staszko, Frank
Thomas, John
Topoleski, Linda
Washington, Dr. Nancy
Williamson, Sam

Board Members Absent

Barcaskey, Rich (proxy present)
Malone, David
McLaughlin, Caitlin
Melcher, Tom
Rendulic, Mark

Guests Present

Higgins, Kiara (Dynamic Workforce Solutions)
Leisten, Terri (Dynamic Workforce Solutions)
Nestor, Jennifer (Labor and Industry, Oversight Services)
Stanboro, Sean (PA CareerLink/ResCare)
Value, Bob (Steel Valley Authority)

Staff Present

Buford, Earl
Herrera, Jasmine
Kramer, Kristin
Moore, Dillon
Mills, Jack
Pajewski, Jennifer
Puskar, Susie

Board Meeting Minutes (continued)

The meeting opened at 8:36 a.m. with a roll call. A quorum was present. Staff and guests were asked to acknowledge their participation in the chat feature.

The response of the public workforce system during the COVID-19 health emergency

CEO Earl Buford opened the meeting with a reminder of several actions that have been taken in response to the pandemic including:

- The closure of PA CareerLink centers Downtown and in Forest Hills until further notice.
- Directing P4W to work remotely until further notice.
- Working with the local, state, and national partners to access emergency funding.
- Convening training and workforce service providers to understand shifting service delivery models and developing a continuous feedback loop to serve adults and youth.
- The Business Services team and P4W Industry Partnership developers are working to address the immediate hiring needs of businesses including Amazon, Giant Eagle, and Philips Respironics.

P4W invited Steel Valley Authority (the state's Early Warning Network) to offer intelligence from the business community. The focus of the organization is to help small and mid-sized manufacturers restructure financially and operationally, succession planning, and finding new markets.

Tom Croft, SVA executive director, and Bob Value, SVA deputy director, provided an overview and update on the emergency activities of the organization to mitigate closures. Areas of interest and questions received at SVA included:

- Layoffs and furloughs
- Workers Compensation questions for remote workers
- Contingency planning
- Access to supplies
- Defining essential versus non-essential businesses
- Supply-chain disruptions
- Shifting operations to manufacture critical items including masks and ventilators

Mr. Value said he expects a surge in four weeks when SVA expects to provide services to small and middle-sized businesses in layoff aversion and closure mitigation. Based on informal surveys of manufacturing that businesses expect to lose 20-60 percent of their business quickly. If the pandemic doesn't subside by June or July, many of those firms will close.

Frank Staszko, assistant regional director at Labor & Industry, offered the perspective from the state and the stimulus package expected to be signed into law.

Mr. Staszko described the ways the bill lengthens, strengthens, and broadens access to unemployment compensation. For example, the calculation for UC in PA, claimants receive 35 percent of their weekly earnings in UC benefits. With the stimulus, individuals would receive another \$600 per week. Gig workers, independent contractors, and small business owners also typically do not qualify for UC; the stimulus would expand access to these workers. Also, benefits in PA expire at 26 weeks; the bill extends benefits for an additional 13 weeks. The bill further provides for food security, rent and mortgage assistance, access to health benefits, business and hospital assistance, and other relief.

Pennsylvania is considered ground zero for unemployment claims. Of the 3.3 million new claims filed since the start of the pandemic, PA workers represent 10 percent. The state expected more than 800,000 new claims as of March 27. Gov. Wolf making available \$100 million in loans to small businesses and a waiver to expand SNAP (the food stamp program) to college students and families.

All PA CareerLink offices are closed. Employees are serving businesses and job seekers remotely, performing case management and providing assistance with surge hiring in industries such as health care, retail, and manufacturing. CareerLink staff is tracking numerous calls, with the majority of those received being UC related. With the volume of UC service centers are operating at 30-40 percent capacity due to social distancing, illness, and exposure. The state is rapidly investigating solutions to increase telework capacity for employees, procuring hardware, etc. Some BWPO employees will transition to UC temporarily to troubleshoot and assist customers. Additional staff will be cross-trained to assist. UC and BWPO requested an exemption from the Governor to lift the hiring freeze. The state also is exploring options to deemphasize dedicated UC phones once CareerLink centers reopen.

Majestic Lane: How responsive will CareerLink be once the doors reopen? What flexibility will we have to connect individuals to jobs? Will the local boards be able to partner with corporations to get people working?

Numerous conversations are occurring to increase accessibility to services. The state staff also is investigating options to partner with private agencies for support. BWPO staff is monitoring new claims being filed and staff is reaching out and working with individuals to make them aware of CareerLink services, particularly since the reality is not everyone will return to a previous job. The state also is looking to access federal emergency workforce funding and will make those funds available to local boards.

Laura Ellsworth: With CareerLink considered a non-essential business, are there considerations being made to change that designation given the unemployment surge? Is the state willing to provide local boards exemptions, flexibility or expedited-decision making to deliver services efficiently? Is there an aggregate list of businesses with surge hiring needs?

While CareerLink is not considered life-sustaining and is not able to open to the public, the staff continues to work remotely and is serving businesses and job seekers. Regarding flexibility, Mr. Staszko used the requirement that individuals seeking Title I, Trade or other services must sign eligibility documentation in person. The state – with requests from P4W and other boards – is looking for ways to ease the restriction to allow for more access. Local policies, such as expanding supportive services once stay-at-home orders are lifted, can be changed at the local level. The state also is investigating a more amenable landing page for businesses with immediate hiring needs. Conversations began recently, are on-going, and decisions are expected to be made quickly.

Marci Katona: Reminded the board that the Office of Vocational Rehabilitation, a part of Labor and Industry, also continues to serve job seekers virtually. The current caseload is about 4,000 people with another 2,000 in the process of receiving services. Many of the customers work in life-sustaining industries. An influx of referrals is expected due to COVID-19.

As a final note, Mr. Staszko informed the board of two potential exposures within the CareerLink. While both were determined to be negative for the virus, he cautioned that when offices do reopen and foot traffic resumes, the potential for exposure could resume.

Before concluding the discussion, Earl Buford and Vice-Chair Laura Ellsworth informed the group that based on demand, and with the counsel and approval of the state, the board would meet virtually biweekly beginning April 3. The special sessions of the board would be recorded and advertised as required.

CONSENT AGENDA ITEMS AND COMMITTEE REPORTS

Vice-Chair Laura Ellsworth sought approval of the minutes from Dec. 18, 2019, and accept \$835,000 in PAsmart grant funding to support Industry Partnerships.

On a motion by Debra Caplan, second by Steve Massaro, the items were approved by unanimous vote. There were no abstentions.

Governance and Youth Update

Debra Caplan welcomed new members and announced that Beth Powers of ATI resigned from the Board in early March. Ms. Caplan acknowledged and thanked Ms. Powers for the record.

Youth-related action items taken by the Executive Committee to acknowledge for the record:

- Award 27 Learn & Earn provider contracts for a total of as much as \$4,700,000. Of these contractors, 25 are existing Learn & Earn providers. Neighborhood Academy and Pittsburgh Learning Commons are new providers in 2020.
- Award 10 Learn & Earn application support center contracts for between \$2,000 and \$8,000 each. All contractors, including the Carnegie Library of Pittsburgh, are existing contractors.
- Award a \$310,287 contract to Auberle and a \$50,000 contact to KidsVoice for state Re-Entry program between January 1, 2020- March 31, 2022.
- Accept \$137,996.25, with an option for \$45,998.75 to be spent by June 30, 2020, in State/Local Internship Program funding to support Learn & Earn.

On a motion by Jeff Nobers, seconded by Dave Coplan, the actions were acknowledged by a unanimous vote. There were no abstentions.

Consent agenda action items of the Executive Committee to acknowledge for the record:

- Award a contract to the Energy Innovation Center Institute for the implementation of the BankWork\$ training program. The contract will not exceed \$335,000 for as many as four cohorts.
- Award a \$215,000 contract to Community Kitchen Pittsburgh and a \$69,997 contract to Landforce for Transitional Jobs training.
- Award sole-sourced contracts with Grant Associates and Goodwill for WorkReady for the period of July 1, 2020, through June 30, 2021.

There were no questions, objections, or abstentions. The consent agenda was approved as presented.

Fiscal-related action items

Acknowledge action items taken by the Executive Committee:

- Approve the transfer of transfer as much as \$900,000 in city funding and \$350,000 in county funding from dislocated worker to adult for PY18.
- Approve the transfer as much as \$400,000 city and \$400,000 county funding from dislocated worker to adult for PY19.
- Approve the use of approximately \$50,000 in unrestricted funds to build out P4W's fundraising capacity in the next year.

On a motion by Dr. Quintin Bullock, seconded by Frank Staszko, the actions were approved by a unanimous vote. There were no abstentions.

Strategy-related action items:

- Award a \$36,000 contract to Keep it Simple Workforce Development for public-sector and IT work, acknowledging the role of former Board member Jessica Trybus.

On a motion by Laura Ellsworth, seconded by Dr. Quintin Bullock, the contract was approved by a unanimous vote. There were no abstentions.

Other Board discussion

None

Public comment

There was no public comment.

On a motion by Dave Coplan, seconded by Joe Belechak, the meeting adjourned at 9:55 a.m.

Industry Partnerships: Implementation Stage

Industry	Transportation and Logistics (Updated, 3/20)	Construction (Updated, 3/20)	Financial Services (Updated 3/20)	Education (Updated, 3/20)
Employers and Key Partners	Pennsylvania Motor Truck Association*	<u>Builders Guild of Western PA</u> * #	PA Bankers Assn*	<u>Trying Together</u> *
*Co-conveners with P4W	<u>AP Logistics and Trucking</u> #	<u>Pittsburgh Arena Real Estate Redevelopment (PAR)</u> #	<u>Citizens Bank</u> #	
<u>Business Champions</u>	<u>Beemac Trucking</u> #		<u>PNC Financial Services</u> #	
	<u>Hunter Truck</u> #	<u>LP Massaro Construction Group</u>	<u>Northwest Bank</u> #	
# Multiple Contacts Since January	<u>Pitt-Ohio Express</u> #		<u>First Commonwealth Bank</u> #	
	Castle Builders # Giant Eagle # Gold Medal Environmental # Mission Logistics # Source One Transportation # Tri-State Trailer Sales # Two Men and a Truck # Waste Management #	Allegheny County Airport Authority # Mascaro Oxford Development PJ Dick	Dollar Bank # First National Bank # Hill District Federal Credit Union # Huntington Bank # JP Morgan Chase # Mars Bank # S&T Bank # Woodforest #	Hug Me Tight # ABK Learning Center # Allegheny Intermediate Unit Arsenal Family Center # Brightside Academy - Squirrel Hill Carrage House Children's Center # Crafton Children's Corner Flexable Marian Manor Pittsburgh Public Schools Riverview Thomas Child Care
Signature Program		Introduction to the Construction Trades	BankWork\$	ECE Apprenticeship Pathway
Sources of Secured Funding	BeeMac Hunter Truck PA Department of Labor and Industry (2020-21)	PA Department of Labor and Industry (2019-20; (2020-21) Builders Guild Citizens Bank Roy A Hunt Fdn Heinz Endowments City of Pittsburgh (Up to \$250K)	PA Department of Labor and Industry (2019-20; 2020-21) Five banks The Pittsburgh Foundation	PA Department of Labor and Industry (2019-20) Kellogg Foundation Heinz Endowments
Proposals Submitted			<i>Multiple banks</i>	<i>Heinz Endowments</i>

Industry Partnerships: Planning/Convening Stage

Industry	Manufacturing (Updated, 3/20)	Healthcare (Updated, 3/20)	Hospitality/Retail (Updated, 3/20)	Public Sector (Updated, 3/20)
Employers and Key Partners	<u>US Steel #</u>	Healthcare Council of Western PA*	<u>Rivers Casino #</u>	
Co-conveners with P4W		Jewish Healthcare Foundation		
<u>Business Champions</u>		<u>Allegheny Health Network #</u>		
		<u>Vincentian Collaborative System #</u>		
	ATI # Calgon Carbon # Clearway Energy # Koppers # Matthews International# Union Electric Steel #	The Children’s Institute # Maxim Healthcare Services # Medix # Pittsburgh Mercy # Pressley Ridge # UPMC #	Arrot Hotel # Fairmont Hotel Omni Hotel # Residence Inn	City of Pittsburgh (Police Department, Public Works Department, . . .) #
Sources of Secured Funding	US Steel PA Department of Labor and Industry	PA Department of Labor and Industry	PA Department of Labor and Industry	PA Department of Labor and Industry
<i>Proposals Submitted</i>	<i>Hillman Foundation</i>			<i>Hillman Foundation</i>

Earl Buford
Chief Executive Officer

Matt Aelmore
Program Evaluation
Manager

Jack Bailey
Database Specialist

Crystaline Barger
Manager of Youth
Work Experience

Mayada Christiansen
Director of Youth
Programs

David Conway
Apprenticeship
Manager

Dillon Corbridge
Data Coordinator

John Crowe
Program Coordinator,
EARN Work Ready

Kayleigh Del Cotto
Learn & Earn Manager

Ryan Dodson
Junior Accountant

Bonnie Evans
PULSE Fellow

Carolyn Ford
Contract Administrator

Nancy Frederick
Assistant Grants Manager

Julia Gagosian
Youth Program Coordinatior

Markie Harrison
Youth Program Coordinator

Jasmine Herrera
Executive Assistant

Raihan Izimbetova
TANF Program Manager

Nic Jaramillo
Operations Manager

Katrina Kadisevskis
Program Coordinator of
Special Initiatives

Dylan Knutson
Manager of Strategic
Initiatives

Kristin Kramer
Senior Director of
Fiscal

Erin Kucic
Program Manager,
Adult Workforce Services

Edgar Largaespada
Industry Partnership
Manager

Sophia Leissa
PULSE Fellow

Markese Long
Community Relations
Manager

Susie Puskar
Chief Program Officer

Kristine Masta
Director of Development

Cory Matz
IT Specialist.

Kelly McGuire
Communications Coordinator

Jesse McLean
Youth Programs Manager

Jack Mills
Chief Strategy and Innovation
Officer

Priscilla Montoya
Compliance Specialist

Dillon Moore
Director of Policy

Franklin Mosley
Receptionist

Sarah Owen
Grant Writer

Jen Pajewski
Senior Director of Special Relations

Susie Puskar
Chief Operating Officer

Kris Roper
Accounting Supervisor

Katy Rittle
Director of Workforce
Innovation

Jonathan Ross
Compliance Specialist

Andy Smith
Director of Adult Workforce
Programs

Katrina Steinley
Business Intelligence Analyst

Sandy Stuhlfire
Financial Consultant

Tony Townsend
Industry Partnership Developer

Rebecca Varo
Compliance Specialist

Sharon Watkins
MUS Compliance Manager

Wendy Weiskircher
Human Resource Manager

Spencer Witt
Accounting Clerk

Eva Wright
Grants Management Specialist

PA CAREERLINK® PITTSBURGH/ALLEGHENY COUNTY SYSTEM

COMPREHENSIVE CENTERS

Allegheny East

2040 Ardmore
Boulevard
Pittsburgh, PA 15221
412-436-2225
TTY 412-271-4217

Downtown Pittsburgh

Wood Street
Commons
301 Wood Street
Pittsburgh, PA 15222
412-552-7100
TTY 412-552-7044

REGIONAL CENTERS

Alle-Kiski

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

Mon Valley Regional

570 Galiffa Drive
Donora, PA 15033
724-379-4750
TTY 724-379-5981

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

Mission

Lead the development, integration, and implementation of a world-class workforce development system in Pittsburgh and Allegheny County.

Vision

We will be a community leader, an innovator, a strong partner, inclusive, a bridge builder between human services and workforce development systems, a model workplace.

Values

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

Partner4Work

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Equal Opportunity Employer

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

