



**WORKFORCE BOARD LEHIGH VALLEY BOARD MEETING  
TUESDAY, JUNE 10, 2025 - 8:00 A.M.**

Join Zoom Meeting

<https://us02web.zoom.us/j/86549926019?pwd=wsZCE47NtHHedRtcgy5kUlbXaLO8ew.1>

Meeting ID: 865 4992 6019 | Passcode: 218015

One tap mobile : +19294362866,,86549926019#,,, \*218015# US (New York)

**AGENDA**

1. **Welcome and Roll Call**
2. **Public Comment**
3. **Action Required**
  - Approval of March 4, 2025 Minutes – **Attachment 1**
  - Financial Reports:
    - Finance Report, Program Year 2024-2025 – **Attachment 2**
    - Projected Funding Sources, Program Year 2025-2026 – **Attachment 3**
    - Resource Sharing Operating Budget, Program Year 2025-2026 – **Attachment 4**
    - Transfer of Funds from WIOA Dislocated Worker Program to Adult Funds – **Attachment 5**
  - Website and Social Media Content Management Policy – **Attachment 6**
  - WBLV Program Services Provider PY25 Contract Renewals – **Attachment 7**
    - Educational Data Systems Inc. (EDSI) WIOA Title I Adult and Dislocated Worker
    - Educational Data Systems Inc. WIOA In-School Youth – **NOT RENEWING**
    - Educational Data Systems Inc. WIOA Out-of-School Youth
    - Employment Advancement and Retention Network (EARN) Program
    - ProJeCt of Easton GED Program for Out-of-School Youth
    - St. Luke's Hospital Temporary Assistance for Needy Families (TANF) In-School Youth
    - Greater Lehigh Valley Chamber of Commerce Intermediary
4. **Grants / Request for Information/Request for Quotes**
5. **Performance and Monitoring Outcomes, Local Plan and WIOA Legislation**
6. **Executive Update**
7. **Other/Adjournment**

## **WORKFORCE BOARD LEHIGH VALLEY BOARD MINUTES TUESDAY, JUNE 10, 2025**

The Workforce Board Lehigh Valley (WBLV) meeting was held virtually, Tuesday, June 10, 2025 at 8:00am.

### **Members Present**

Jane Brooks, Heather Cardona, Patrick Edmonds, Lorraine Faccenda, Jeffrey Fretz, Karianne Gelinas, James Irwin, Kurt Landes, John MacDonald, Denise Maiatico, Timothy Mulligan, Lisa Nesbitt, Rebeca Nowery, Owen O'Neil, Stephen Patterson, Morten Rasmussen, Keith Reynolds, Debi Rice, Marybeth Williams, David Wolff, Michael Woodland, and Carol Young.

### **Members Absent**

Ann Bieber, Brooke Cho, Ceceilia Jackson, Joseph Kovalchik, Gregg Marzano, Kenneth Nasatka, Gregg Potter, Keith Reynolds, and Portia Watkins.

### **WBLV Staff**

Nancy Dischinat, David Hein, Sarah Lutz, Lillian Rodriguez, Venessa Torres, and Nanse Wolfington.

### **Guest**

David Dopkin, Bureau of Workforce Partnership and Operations, Susan Griffith, Ryan Knepp, and Gregg Scully, PA CareerLink® Lehigh Valley, Larry Melf and Meredith McCarthy, Educational Data Systems, Inc.

Chair Jane Brooks welcomed all to the June 10, 2025, virtual WBLV Board meeting.

### **Public Comments**

Chair Jane Brooks opened the floor for any public comments. No public comments were received.

### **Action Required**

March 4, 2025 Minutes

***ACTION: Marybeth Williams motioned, Michael Woodland seconded, and all approved the March 4, 2025 minutes as presented. No abstentions.***

### **Finance Reports, Program Year 2024-2025**

Stephen Patterson reviewed the WBLV Financial Reports for Program Year July 1, 2024-June 30, 2025 including Projected Funding Sources and Statements of Projected Revenue.

***ACTION: Denise Maiatico motioned, Marybeth Williams seconded, and all approved of the Finance Reports as presented. No abstentions.***

### **Projected Revenue and Spending Plan, Program Year 2025-2026**

Stephen Patterson reviewed the WBLV Projected Financial Reports for Program Year July 1, 2025-June 30, 2026 including Projected Funding Sources, Statements of Projected Revenue, Projected Spending Plan by Account, and Projected Revenue and Spending Plan by Funding Resource.

***ACTION: Jeffrey Fretz motioned, Kurt Landes seconded, and all approved the Projected Revenue and Spending Plan as presented. No abstentions.***

### **Resource Sharing Operating Budget, Program Year 2025-2026**

Stephen Patterson reviewed the Infrastructure Cost, Facilities, and the Operations of the Resource Sharing Operating Budget for Program Year 2025-2026.

***ACTION: Marybeth Williams motioned, Rebecca Nowery seconded, and all approved of the Resource Sharing Agreement Operations Budget as presented. No abstentions.***

### **Transfer of WIOA Adult and Dislocated Worker Funds**

Stephen Patterson reviewed the Transfer of Funds from Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Program Funds to Adult Funds as follows: *WIOA authorizes local boards (with approval from the Governor) to transfer up to 100% of Adult and Dislocated Worker program funds between the two programs. Therefore, we are asking to approve a transfer of up to \$1,000,000 from Dislocated Worker allocation to the Adult allocation to serve more adult clients. This transfer will also align funding to meet compliance regarding expenditures and obligation rates from July 1, 2025 to June 30, 2026.*

***ACTION: Denise Maiatico motioned, Tim Mulligan seconded, and all approved a transfer of up to \$1,000,000.00 from the Dislocated Worker allocation to the Adult allocation as presented. No abstentions.***

### **Website and Social Media Content Management Policy**

Nancy Dischinat reported on a new policy.

***ACTION: Lorraine Faccenda motioned, Heather Cardona seconded, and all approved the Website and Social Media Content Management Policy as presented.***

### **WBLV Program Services Provider Agreement Renewals**

Nancy Dischinat reviewed the following Program Services Provider Agreement Renewals:

#### **Workforce Innovation and Opportunity Act (WIOA) Adults, Dislocated Workers**

Provider: Educational Data Systems, Inc. (EDSI); proposed contract under negotiation; outcomes to-date provided; one-year renewal period from July 1, 2025 to June 30, 2026.

***ACTION: Michael Woodland motioned, seconded by Marybeth Williams, and all approved the one-year renewal of Educational Data Systems, Inc. (EDSI) to provide services for WIOA Adults and Dislocated Workers, based on contract negotiations, as presented and approved at the Executive Committee on June 3, 2024. No abstentions.***

#### **Workforce Innovation and Opportunity Act (WIOA) In-School Youth Program**

Provider: Educational Data Systems, Inc. (EDSI); Contract to not be renewed.

***ACTION: Marybeth Williams motioned, Heather Caronda seconded, and all approved to terminate EDSI for WIOA In-School Youth services, as presented and approved at the Executive Committee on June 3, 2024. No abstentions.***

#### **Workforce Innovation and Opportunity Act (WIOA) Out-of-School Youth Services**

Provider: Educational Data Systems, Inc. (EDSI); proposed contract under negotiation; outcomes to-date provided; one-year renewal period from July 1, 2025 to June 30, 2026.

***ACTION: Stephen Patterson motioned, Denise Maiatico seconded, and all approved the one-year renewal of Educational Data Systems, Inc. (EDSI) WIOA Out-of-School Youth services, based on contract negotiations, as presented and approved at the Executive Committee on June 3, 2025. No abstentions.***

#### **Workforce Innovation and Opportunity Act (WIOA) Employment Advancement Retention Network (EARN)**

Provider: Educational Data Systems, Inc. (EDSI); proposed contract under negotiation; proposed estimated enrollment determined by PA Department of Human Services; outcomes to-date provided; one-year renewal period from July 1, 2025 to June 30, 2026.

***ACTION: Marybeth Williams motioned, Michael Woodland seconded, and all approved the one-year renewal of Educational Data Systems, Inc. (EDSI) to provide services for EARN, based on contract negotiations, as presented and approved at the Executive Committee on June 3, 2025. No abstentions.***

#### **ProJeCt of Easton Proposed WIOA Out-of-School Youth GED Program**

Provider: ProJeCt of Easton; proposed contract under negotiation; proposed enrollment 15; outcomes to date provided; one-year renewal period from July 1, 2025 to June 30, 2026.

***ACTION: Jeffrey Fretz motioned, Tim Mulligan seconded, and all approved the one-year renewal of ProJeCt of Easton GED Out-of-School Youth program, based on contract negotiations, as presented and approved at the Executive Committee on June 3, 2024. No abstentions.***

St. Luke's Hospital TANF Health Career Exploration After School Program Services for In-School Youth  
 Provider: Saint Luke's Hospital of Bethlehem, Pennsylvania; proposed contract under negotiation; proposed enrollment of 30; outcomes to-date provided; one-year renewal period from July 1, 2025 to June 30, 2026.

***ACTION: Kurt Landes motioned, John MacDonald seconded, and all approved the one-year renewal of St. Luke's Hospital to provide Health Career Exploration After School services for TANF In-School Youth, based on contract negotiations, as presented and approved at the Executive Committee on June 3, 2024. Rebecca Nowery abstained.***

Greater Lehigh Valley Chamber of Commerce Intermediary Contract Renewal

Provider: Greater Lehigh Valley Chamber of Commerce; proposed contract under negotiation; one-year renewal period from July 1, 2025 to June 30, 2026.

***ACTION: Stephen Patterson motioned, Marybeth Williams seconded, and all approved the one-year renewal of Greater Lehigh Valley Chamber of Commerce Intermediary Contract based on contract as presented. Mihcael Woodland abstained.***

### **Grants / Request for Information/Request for Quotes**

Updates were provided on the following grants: Business-Education Partnership Grant for Partners in Education Lehigh Valley Healthcare Pipeline Industry Partnership; Bosch Community Fund; Apprenticeship Building America (ABA); Statewide Activities-PA CareerLink® Awareness Days; Request for information for Artificial Intelligence Training for PA CareerLink® Staff and Partners; and Request for Quotes for Manufacturing Supply Chain Industry Partnership.

### **Performance and Monitoring Outcomes, Local Plan and WIOA Legislation**

Nancy Dischinat reported on the State Performance Outcomes; Workforce Innovation and Opportunity Act (WIOA) Local Plan; WIOA Legislation.

### **Executive Update**

Nancy Dischinat and Sara Lutz provided the following reports:

Sarah Lutz reported on the outcomes of the High School Seniors Only Job Fair held on April 29, 2025 with 55 employers, 500 students from 17 high schools and two community colleges and showed a video of the event.

Nancy Dischinat presented the Workforce Data Dashboard along with a new Data Dashboard on Healthcare, Manufacturing, Transportation, etc. and new Lehigh Valley Occupational Wages.

Updates were provided on the following Engage Roundtables; PA Restaurant Lodging Association, Hospitality Career Exploration Workshop; State of Northampton County Address; SkillsUSA Council Signing Day; SkillsUSA Council Elmer Gates Enterprise Award; PA City & State Trailblazers Event; Northampton Community College/Lehigh Carbon Community College Career Pathways Showcase; Governor Shapiro Press Conference; A SHRM Panel events; and The Century Promise event; and Allentown School District Family and Community Engagement Center.

### **Other**

Chair Brooks opened the floor for any other business.

### **Adjournment**

With no further business, Marybeth Williams motioned, Rebecca Nowery seconded and the meeting adjournment at 9:08am.