



**WORKFORCE BOARD LEHIGH VALLEY BOARD MEETING
TUESDAY, SEPTEMBER 9, 2025 - 8:00 A.M.**

Join Zoom Meeting

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AGENDA

1. **Welcome and Roll Call**
2. **Public Comment**
3. **Action Required**
 - Approval of June 10, 2025 Minutes – **Attachment 1**
 - Finance Report, Program Year 2025-2026 – **Attachment 2**
 - Workforce Board Lehigh Valley WIOA Local Plan 2021-2024 – **On Screen**
 - Section 1. Strategic Planning: Local Area Workforce and Economic Analysis
 - Section 2. Strategic Planning: Vision and Goals
 - Section 3. Operational Planning: Local Area Workforce System and Investment Strategies
 - Section 4. Operational Planning: Local Area Workforce Delivery System
 - Section 5. Compliance
4. **Lehigh Valley Workforce System Performance Outcomes**
5. **Executive Update**
6. **Other/Adjournment**

WORKFORCE BOARD LEHIGH VALLEY BOARD MINUTES TUESDAY, SEPTEMBER 9, 2025

The Workforce Board Lehigh Valley (WBLV) meeting was held virtually, Tuesday, September 9, 2025 at 8:00am.

Members Present

Heather Cardona, Brooke Cho, Lorraine Faccenda, Jeffrey Fretz, Karianne Gelinas, Cecilia Jackson, John MacDonald, Timothy Mulligan, Kenneth Nasakta, Lisa Nesbitt, Rebecca Nowery, Owen O'Neil, Stephen Patterson, Gregg Potter, Morten Rasmussen, Marybeth Williams, David Wolff, and Michael Woodland.

Members Absent

Jane Brooks, Ann Bieber, Patrick Edmonds, Jame Irwin, Joseph Kovalchik, Denise Maiatico, Gregg Marzano, Keith Reynolds, Debi Rice, Portia Watkins, and Carol Young.

WBLV Staff

Nancy Dischinat, Sarah Lutz, Minsoo, Park, Ngoi Mukusa, Lillian Rodriguez, Venessa Torres, and Nanse Wolfington.

Guest

David Dopkin, Bureau of Workforce Partnership and Operations, Ryan Knepp and Gregg Scully, PA CareerLink® Lehigh Valley, Larry Melf and Meredith McCarthy, Educational Data Systems, Inc., Jessica Toledo, Society for Human Resource Management/Lehigh Valley, and Taylor Brown.

Vice Chair Morten Rasmussen welcomed all to the September 9, 2025, virtual WBLV Board meeting.

Public Comments

Vice Chair Morten Rasmussen opened the floor for any public comments. No public comments were received.

Action Required

June 10, 2025 Minutes

ACTION: Gregg Potter motioned, Timothy Mulligan seconded, and all approved the June 10, 2025 minutes as presented. No abstentions.

Finance Reports, Program Year 2025-2026

Stephen Patterson reviewed the WBLV Financial Reports for Program Year July 1, 2025-June 30, 2026 including Projected Funding Sources, Carryovers, Discretionary and Other funds and Statements of Projected Revenue with a budget of over \$14 million.

ACTION: Michael Woodland motioned, Marybeth Williams seconded, and all approved the Finance Reports as presented. No abstentions.

2025-2028 Workforce Board Lehigh Valley Local Plan

Lillian Rodriguez reported on the Workforce Board Lehigh Valley's Local Plan 30-day public comment period that ended August 1, 2025 and no public comments were received related to the plan. The following sections of the plan included: 1. Strategic Planning-Local Area Workforce and Economic Analysis; 2. Strategic Planning-Vision and Goals; 3. Operational Planning-Local Area Workforce System and Investment Strategies; 4. Operational Planning-Local Area Workforce Delivery System; and 5. Compliance. Nancy Dischinat thanked the Board and staff for their input to develop the four-year Local Plan for 2025-2028.

ACTION: Stephen Patterson motioned, Heather Cardona seconded, and all approved the 2025-2028 Workforce Board Lehigh Valley Local Plan for submission to the PA Department of Labor and Industry for final review and approval. No abstentions.

Lehigh Valley Workforce System Performance and Monitoring Outcomes

Nanse Wolfington reported we met or exceeded all performance measures for program year July 1, 2024 to June 30, 2025. Nanse also presented the performance data for the contracted providers including Educational Data Systems, Inc. (EDSI) adult and dislocated worker program; EDSI out-of-school youth program; EDSI Employment Advancement and Retention Network (EARN) program; EDSI Linking Employment Activities Pre-Release (LEAP) for Lehigh and Northampton County; ProJeCt of Easton Youth GED program; and St. Luke's Hospital Health Career Exploration program. She reported on the 2025 Workforce Board Lehigh Valley Board Recertification report, and the 2024 Equal Opportunity Compliance Report. She also discussed the 2025 High Priority Occupations List, which went into effect on August 1st, and presented the PA Apprenticeship and Training approved programs.

Executive Update

Minsoo Park, Economist presented various data dashboards and snapshots including workforce data dashboard; healthcare, manufacturing, transportation/logistics, and retail dashboards. He also presented new Lehigh Valley, youth, and education snapshots along with the revised Mary, Harry, and Emily and Johnny snapshots. He also stated that a new Data page is being developed for the Workforce Board Lehigh Valley website.

Sarah Lutz reported the successful engage roundtables hosted earlier in the year and hosted by Tony Iannelli from the Greater Lehigh Valley Chamber of Commerce, funded by the PA Department of Community and Economic Development. She also reported on the development of a healthcare industry partnership in the Lehigh Valley and the creation of a five-year strategic plan. WBLV is working on the launch of a manufacturing industry partnership.

Nancy Dischinat reported being invited to attend the Governor's interest in transportation issues and participation in a press conference; Participated in PA Society for Human Resource Management workforce training series and participating on a panel for the PA SHRM state conference.

Nancy introduced Venessa Torres who presented on PA CareerLink® Awareness Days, a campaign running from August 25 to September 19 highlighting the services of PA CareerLink®, outreach, increased community engagement and various events including job fair, LinkedIn headshots, and professional attire assistance. Nancy mentioned that Ryan Knepp is the new Director of PA CareerLink® Lehigh Valley replacing Sue Griffith who is now our One-Stop Operator. Nancy Dischinat also thanked Meredith McCarthy for assistance in our Local Plan.

Adjournment

With no further business, Stephen Patterson motioned, Marybeth Williams seconded and the meeting adjournment at 9:06am.