

Local Management Committee (LMC)

1046 Manheim Pike, Lancaster PA 17601, 2nd Floor Board Room

October 9, 2024 at 9AM

**Minutes**

Members Present (In Person): Carrie McCullough (LCWDB), Chris Roggenbaum (PA CareerLink® Lancaster County), Sara Benson (CAO), Shannon Wolpert (CAO), Kimberly Malama (EARN), Rachel Ostrander (EARN), Alain Martinez de la Torre (CWS), Tim Dugan (BEP)

Members Present (Virtually): Michelle Meyers (LLIU13 Elect), Abril Lopez (LLIU13 Elect)

1. **Welcome/Roll Call and Request for Public Comment**

At 9:02AM, LCWDB Assistant Director Carrie McCullough called the Local Management Committee meeting to order. A request for public comment was made, but no public comment was presented.

1. **Consent Agenda**

No consent agenda discussed.

1. **Review Charter for Local Management Committee**

Carrie McCullough thanked the group for joining this morning and reviewed the goals for the committee. The Local Management Committee charter was established for the purposes of aligning local workforce system resources to meet the individual needs of Temporary Assistance for Needy Families (TANF) and Supplemental Nutrition Assistance Program (SNAP) participants and improve overall Employment & Training(E&T) services and outcomes. The goal is to increase positive E&T performance outcomes, help solve issues and have a sounding board to support each other. The charter was reviewed with the group for commitment and understanding.

The LMC will be co-chaired by the LCWDB as well as Shannon Wolpert from the CAO office. Representatives are welcome from all organizations who are in a position to support the purpose and goal of the LMC. Members are welcome to share meeting invites with colleagues or organizations they feel would be appropriate or helpful.

A calendar of meetings was discussed for the next year. Members agreed that Wednesdays at 9AM worked, and the 2nd Wednesday of the month also worked. Meeting invites for once a quarter on this date will go out to the group.

1. **Program Updates**

Carrie McCullough presented updates from the Lancaster Workforce Development Board. She shared a staffing update that the Fiscal Director position was open, but not yet posted. The LCWDB was at the end of strategic planning, and that will be publicized when completed. RFP season would be in the spring but has not opened yet. Next CareerReadyLancaster! Meeting will be held on October 25th at St. Joseph’s University. It will be an exciting event that will have representation from Labor & Industry. The LCWDB continues to be involved with the Workforce Alliance focusing on Asset Mapping. That meeting will be held on October 30th. Additionally, an Aftercare Providers meeting will be initiated by the board to gain feedback and offer support.

Chris Roggenbaum presented updates from the PA CareerLink® Lancaster County. Chris oversees general operations for the PA CareerLink®. There is an opening for a front desk representative who is bilingual. Within the last year, the team has worked on teamwork, and now focusing on performance and deliverables. They are focusing on being out in the community as they promote focused outreach. Additionally, a focus on Food Security within the clientele that comes in is a priority.

A question was asked regarding Kunzler’s closing in December 2024. The Rapid Response team has been involved. Almost 200 people will be without employment. The Rapid Response team has met initially with Kunzler and have a follow up meeting with Kunzler HR. If needed, they hope to do an in-person meeting for staff in November.

Sara Benson initially presented from the CAO that it was LIHEAP season. Postcards have gone out to the community members who have previously received services can submit online with their postcard number. If there are those who have barriers to internet use, they can use a paper application. In November, it will open to the community. There is no crisis yet. Staffing remains an issue at CAO, as training is a lengthy process. They additionally bring in a few seasonal employees to assist with LIHEAP, where 3 out of 4 employees will be returning.

Other updates included:

* ETANF- Extended TANF participants are no longer being placed to the side. They are actively engaging these clients to get them engaged with services, help with social security applications, citizenship issues, etc.
* Medical Assistance and other benefits are going back to the policies prior to the pandemic, most notably signed AMRs.
* Interviews are back in play for recipients, especially those receiving SNAP services. Staff is learning how to do these interviews, utilizing whatever services needed including Propio and any on-site translation that is available. On-site translation is especially helpful if someone is available.
* A lot of the refugee population that they serve come in for services and interviews, so translation is imperative.
* Participation requirements have recently changed for TANF clients. Every adult employment hours are 20 hours a week with the exception of ETANF clients which is 30 hours. There is no age restriction for children. 40 hours a week for 2 parent households is the requirement.

Shannon Wolpert shared that there is a new guide for allowable activities, taking away the descriptors of core and non core activities. CAO thinks its fantastic, so does EARN. Less restrictions makes things clearer to the clients. This they count as a triple win.

One area of concern is with our refugee population- on top of what CWS/Bethany is resettling, a lot of walk ins are Cuban/Haitian and are unattached to services. CAO is required to refer them to a program (either TANF or Earn), and Refugee cash assistance is only CWS. CWS has been very successful and very busy, but cant take all referrals. CAO has 95-100 clients who are not attached to any E&T service. CAO staff feel it is disheartening. It really hits hard when they reach the 1 year mark and haven’t served them at all. They are looking for ways to make it better but staffing, funding, and availability of services are issues.

CAO provided some data points. As of September 24th:

* ETANF: 55 individuals- a lot comparatively. Really focusing on engagement. Whole budget closes if AMR is not signed and returned
* EARN: 150 approximately
* Work Ready: 25

CWS provided an update as well. They are serving only individuals that they resettle to the US (TANF or RCA) and an additional 10 individuals referred by the Lancaster CAO each week. They are also serving individuals from other counties at this time. They have more than 800 on their rolls, over several counties as there are no service providers in those counties. They have been serving clients in Lancaster County for 7 years. They suffer many of the same challenges as the CAO and are in constant communication. They are hiring staff and working on different funding. There is an extension of their funding to December 31st and will have a growing fiscal year in 2025. Most of the challenges so far since November of last year is that they don’t have that many jobs available as they had before. Urban Outfitters mass layoff of clients last year; while they are hiring back, they feel it is seasonal and then will see layoffs again. There are also requirements for English and tech savvy-ness that are obstacles to overcome.

A question was posed on the flow of Cuban/Haitian immigrants. Are we seeing a consistent flow of Cuban/Haitian or are we at peak? Alain shared that many came through the new parole, would say that it is between 5K and 6K specifically in York, although that is not official.

Tim shared an updated from BEP. He did not have much to share that had not already be reported. He was glad to hear that the CAO and EARN programs felt that the changes in policy were a ‘triple win.’ He is also glad to be meeting in person for LMC. Monitoring season is coming, and reporting should come around spring.

Michelle shared an updated from the Elect program. They did go through a restructure over the summer; Michelle is now in charge of the program and has worked with the IU13 for years. A few of former social workers have moved positions within the organization. The program has 2 new case managers. They are doing intakes for new students and taking in referrals. Their website is updated and referrals are up to date on website with right contact information.

Rachel provided an updated on the EARN/ Work Ready program, located at PA CareerLink® Lancaster County. She has been the new interim program lead since July 1st. Currently they have 247 clients enrolled- they recently enrolled more, so over 250 in total at this point. They have a rough draft of a re-engagement campaign to be more intentional to be out at the hub locations for programming. A big win for them: CareerLink Day they had a client who was offered on the spot an interview and got offered different positions. Rachel shared how she can see how it all works together as long as the clients are invested in their success. All these partnerships are important and appreciate the relationship with the CAO and the relationships that are built. They are interviewing this week for the professional counselor position and had a Haitian Creole career coach started this week.

A question was asked regarding the use of the Hubs- Rachel shared that they encourage clients that have childcare issues to meet them at the hubs near their location rather than the PA CareerLink® Lancaster County for multiple reasons. The largest number of their clients live in the 17603 zip code. One barrier is parking at the Lancaster Library. Sara & Shannon will look into a special allowance for parking. encourage clients that live closer that they will meet them closer? The team prefers that individuals not bring their children into the building for safety reasons if they have childcare issues, so they are meeting those with childcare issues in their community hubs instead.

Meeting was adjourned at 9:55AM.

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