

PA WDB Quarterly Board Meeting

Virtual Meeting

Tuesday, February 18th, 2025

Meeting Minutes

Attendance

Members

- Robert S. Bair
- Nicholas Byrd
- Debra L. Caplan, MPA
- Angela Ferritto
- Tom Foley for Governor Josh Shapiro
- Chekemma J. Fulmore-Townsend, MSW
- Brian Funkhouser
- Sara Gligora for Secretary Russel Redding
- Kait Gillis
- Nicholas Gilson
- James N. Harper, Jr.
- Dorenda Hamarlund for Secretary Laurel Harry
- Executive Director Ryan Hyde
- Marguerite A. Kline, SHRM-CP, PHR
- Deputy Secretary Dan Kuba for Secretary Nancy Walker
- Dan LaVallee
- Andrea MacArthur
- Malik Majeed
- David Miles for Secretary Jason Kavulich
- Mark E. Pasquerilla
- Russel Redding
- Jolene Reid for Secretary Valerie Arkoosh
- Greg Riefenstahl
- Gwen Ross for Secretary Rick Siger
- Rick Siger
- Rob Steinmetz
- John J. "Ski" Sygielski
- Jennifer Wakeman, CECd
- Nancy Walker
- Terry Wilttrout
- F. Michael Wojewodka, Jr.
- Matthew W. Yarnell
- Shea Zwerver

Committee Chairs:

- Chair John "Ski" Sygielski, Industry Partnership & Employer Engagement Committee
- Chair Brian Funkhouser, Continuous Improvement Committee
- Chair Debra Caplan, Reentry Committee
- Chair Angela Ferritto, Apprenticeship and CTE Committee
- Sara Gligora for Chair Brian Campbell, Agriculture Committee
- Chair Mike Wojewodka, Manufacturing Committee
- Dan De Lellis for Chair Karen Masino, Construction Workforce Committee
- Co-Chairs Shea Zwerver and Mohona Siddique, Barriers Committee
- Chair Chekemma Fulmore-Townsend, Youth Committee
- Chair Matt Yarnell, Healthcare Workforce Committee

Staff: Executive Director James Martini, Deputy Director Michelle Lengel, Dan De Lellis, Belinda Nester, Erin Donohoe, Shannon Austin, Zoe Kim

Chair's Introductions:

Chair Terry Wiltrout welcomed participants and shared his excitement over the two recommendations brought forth by the Youth Committee and the Healthcare Workforce Committee. He then shared that the following quarterly meeting will be May 14th and asked for each department responsible for recommending state policy to brief them. Executive Director James Martini stated that they will be looking as far back as January of 2023 for the status of policy recommendations.

The Committee chairs voted to approve the November 2024 Quarterly Meeting Minutes.

MOTION Chair Sygielski made the motion and Chair Zwerver seconded. It passed unanimously.

New Member Introductions:

Chair Wiltrout introduced Zoe Kim and Senator Robinson. Zoe, who has recently been hired by the Workforce Development Board as an Administrative Officer, introduced herself to the participants and said that she is excited to work with the Board and staff the Reentry Committee with Chair Caplan. Senator Robinson shared that he has been a senator for over five years and has been ecstatic to be a leader in workforce.

"Meeting Pennsylvania's Workforce Needs Through Integrated Education and Training", Amanda Harrison with PDE

Amanda Harrison introduced herself as the Chief of the Division of Adult Education and introduced her colleagues Chrissie Allison from Lehigh Community College and Dr. Bill Schaeffer from Northampton Community College. Harrison laid out that she would be discussing how adult education initiatives are meeting Pennsylvania's workforce demands through integrated education and training. Further, Harrison shared there are a number of challenges supporting their customers and learnings in reaching employment objectives; for example, time, barriers to participation, and funding. Harrison gave the example of adults who are looking to better their understanding of the English language, reading or writing, for their training and employment. Harrison shared that they would need to earn a high school equivalency credential and enroll in preparation classes. Once they earned their credential, they would enroll in training and look for employment. However, Harrison shared that this path often takes years and does not cater to prospective workers who are interested in specific local workforce needs. Harrison introduced integrated education and training activities as a remedy for this and falls under WIOA, Section 134 (c)(3)(d) as well as Title II. Further, Harrison stated that in integrated education and training activity, English language, reading, writing, mathematics, critical thinking, and employability skills are taught in conjunction with occupational training.

Chrissie Allison then stated that Title II has funding for ESL learning, which has proven to assist workers coming in the workforce. She then shared a recording of workers who participated in their programs. One testimony was a student who had come from Haiti where they studied economic sciences. In the United States, they have begun to take courses in community health workers. When asked why, they responded that in Haiti, they had experience interacting with the community and are interested in building upon that experience in the health industry. When asked how the program impacted them, they responded that it has had a number of impacts— one of which was that they have become more competitive in the job market. Allison then shared a testimony from an employer in Lehigh Valley who has hired workforce development IT graduates. When asked why workforce developers should consider Institution of

Engineering and Technology (IET), they responded that IET works quicker than other education and training initiatives, as they are offered concurrently. Further, they shared that IET participants have higher retention rates and have greater likelihood of attaining an occupation aligned with their career pathway.

Allison then advocated for IET and how it can assist the Commonwealth reach WIOA state objectives. She gave the example of the five objectives of barrier reduction, which all look to invest and address barriers to employment and raise coordination efforts through the state. These five suggestions were:

1. Talk with local workforce partners about current workforce challenges.
2. Discuss if IET could be a solution to workforce challenges.
3. Consider IET for incumbent workers to advance their skills.
4. Consider required trainings that new employees struggle with and explore if IET could help them be more successful.
5. Are there statewide IET training opportunities: CDL, NurseAide, OSHA, Pharmacy Technician?

Further, Allison suggested that there is greater opportunity to collaborate and further grow IET in Pennsylvania. She offered the example of adding approved IETs as an eligible training provider. She ended by saying that another opportunity would be to look for alternative assessments for understanding eligibility for ITAs and incumbent worker training. Chair Wiltout then asked the panel what they believed to be the most successful IET training in Pennsylvania, in which Allison responded that they have two WIOA approved IETs— the pharmacy technician IET and the office assistance IET. William Schaeffer added to this response, sharing of the success of healthcare worker for North Hampton Community College students.

Pennsylvania Workforce Development Board Committee Updates:

- **Industry Partnership and Employer Engagement Committee, Chair John “Ski” Sygielski**
Chair Sygielski thanked James and Michelle as well as the ASL signers and his peers for their support the past quarter. He shared that mathematics is arising as a barrier for students looking to gain their Associate’s Degree. He referred to page 23 of the Briefing Book, in which the committee looked over the Employer Engagement Report and is looking forward to engaging in greater conversations. Further, Chair Sygielski briefed the Board regarding a meeting addressing AI and the challenges and status it has within the workforce. Chair Sygielski expressed interest in suggesting and writing policy which offers a benchmark or criteria for the ways that AI should be referred to. He encouraged for the Board to reach out to Deputy Director Lengel for an invite.
- **Continuous Improvement Committee, Chair Brian Funkhouser**
Chair Funkhouser briefly gave participants a rundown of the Committee’s objectives this past quarter— marketing and outreach. He then shared that the Committee received a presentation from Crystal Houser, the Director of Bureau Workforce Partnership and Operations, and Kate Loyd, the Digital Director at PA Department of Labor and Industry. He thanked them both for their assistance. Further, Chair Funkhouser raised an issue regarding the media campaign, which ran from March 2024 to June 2024. Through this campaign, he and the Committee learned and shared that digital media is preferred for communicating to the public over traditional media. Hence, the Committee, this past quarter, has put in greater effort in texting to share of the PA CareerLink®. He ended his run down by sharing that the Committee will work towards another digital media campaign in 2025.

- **Reentry Committee, Chair Debra Caplan**

Chair Debra Caplan referred to the Briefing Book which states all of the Committee's objectives for the year. She shared that in January the Committee heard from Carl Wesley, the Chief Innovation Officer for Work. Wesley shared that his program works to lower the rate of the re-offenses for the reentry population Chair Caplan gave further background, stating that its program is state-funded and saved the state \$3 million the past year. She further advocated for the program by bringing to light the effect it had for the reentry population, giving them the opportunity to receive hands-on training and support.

Chair Caplan ended her run down by discussing her conversation with Chair Zwerver, who is the other Co-chair of the Barrier Remediation Committee. In the coming months, Chair Caplan is looking forward to introducing a subcommittee with them and further cooperating.

- **Apprenticeship and CTE Committee, Chair Angela Ferritto**

Chair Ferritto briefed participants of the status of their report they commissioned. The final draft of their report has been reviewed by the Committee, but it has been yet to be shared with the Board or with other committees.

- **Agriculture Committee, Chair Brian Campbell**

Chair Brian Campbell did not attend the February 2025 Quarterly meeting, given internet issues. Executive Director James Martini referred to Sara Gligora to see whether she had any words to say to the participants. Gligora recommended for participants to look to the Briefing Book for the status of the Committee.

- **Manufacturing Committee, Chair Mike Wojewodka**

Chair Wojewodka shared exciting news of the Committee looking to grow. The Committee has introduced three more participants and have been dedicated to tackling the challenges that manufacturers face in the Commonwealth. Further, Chair Wojewodka looked to reinstate earlier committee objectives; one of which is to build a resource repository for the manufacturing sector. Further, he shared that the Committee has been discussing ways in which they can recruit and retain manufacturing workers.

- **Construction Workforce Committee, Chair Karen Masino**

Dan De Lellis spoke for Chair Masino. He discussed their last committee meeting, which took place February 11th. Apprenticeship readiness programs were pivotal in the Committee's last discussion. In addition, they received a presentation by Trades Future, which nationally oversee the multi-craft curriculum and the Alternative Retirement Plans in the building, trades, and construction arena. Dan shared that the Committee would work to put forth recommendations in response to the challenges they have seen for students in applied mathematics, a course necessary to be successful in construction and trade apprenticeships. He ended this discussion by sharing the Committee's ambitions of Industry Partnerships for trade and construction. In response, Chair Wiltrout questioned the breakdown of mathematics; in which, Dan responded that it would be seen in public school curriculum aligned with the background of the younger workforce interested in construction and trade.

- **Barriers Committee, Co-Chair Shea Zwerver**

Chair Zwerver shared that their last meeting was February 14th and was dedicated to the Committee's yearly ambitions, which addressed immigrant workers, credential verification, and credit transfers. Chair Zwerver ended her discussion by sharing the cooperation of the Reentry Committee and the Barriers Committee.

- **Youth Committee, Chair Chekemma J. Fulmore-Townsend**

Chair Fulmore-Townsend referred to the recommendation laid out in the Briefing Book. The Committee's recommendation is to celebrate the dedication and work of the youth development industry. They recommended for Governor Shapiro to declare a day of special celebration to honor the accomplishments of youth workers and show their appreciation for the industry. Shea Zwerver then asked if a day of celebration would be effective in other efforts or would be similar to an award. Chair Fulmore-Townsend responded that this would bring greater awareness to youth development and would hopefully lead to partnership with the Governor's Office to consider how it should be celebrated.

MOTION: Chair Fulmore-Townsend made the motion, and Chair Sygielski seconded it. It passed unanimously.

- **Healthcare Workforce Committee, Chair Matt Yarnell**

Chair Yarnell referred to page 32 in the Briefing Book for his Committee's recommendation. Before further addressing his recommendation, he shared that within three departments in state government— DHS, Education, and DOH— there is a demand to take down barriers for nursing assistants to be certified. Chair Yarnell then advocated for his recommendation, which was to revise the current policy of an obligatory 2-year in-person experience for students to have the opportunity to work and take classes. He added that prospective students or trainees would have the chance to be quality providers, but there should be no required in-person testing before enrolling. The second piece of this recommendation was to add online skills testing in response to the barriers individuals face in receiving their certification. Further, he pushed the recommendation for Credentia to share the testing report to the three departments stated earlier in order for them to gain a more robust understanding of testing. His last recommendation was to rid of the \$12 fee for testing.

MOTION: Chair Ferritto made the motion, and then Chair Sygielski seconded. It passed unanimously.

Update on Chair's Initiatives:

Kyle Longacre, who works for PA CareerLink® Montgomery County, shared a playbook for on-the-job training and incumbent worker training. Kyle gives a story of a woodpecker knocking as it parallels to opportunity knocking. Kyle then gives a background of this— in 2024, there was a committee working to put questions together with the intent to learn what training initiatives were successful and unsuccessful. In this survey, they received feedback from 15 of the 19 Local Workforce Directors, who gave in-depth recommendations of what was working and successful policy examples. Further, he discussed how the surveys were broken down in their report and their few key recommendations. Kyle shared that the intent is to have the report released and provoke or challenge status quo in policy and funding. Further, he shared that a number of directors gave feedback to the report, which they are responding to in the report. Kyle then addressed another policy change suggesting technology panning of OJT policies that include out of county candidates. Kyle brought forth the significance of employer engagement, as they became a method for communicating with the broader community of employers. Turning back to the report, Kyle

shared critical terminology laid out in the report: job training, incumbent training, and customized training.

Kyle then brings to light that the report does not go down to ground floor or does not address specific company examples. However, Kyle sees this as an opportunity for ongoing conversation and collaboration. Kyle then shared a few questions: Where are the candidates coming from? Can you identify on the job training candidates? Are they exclusively selected by the PA CareerLink® Staff? Kyle answered these questions, sharing that many respondents were selected by the CareerLink® Staff and that they were coming out of the PA CareerLink®. He further shared that it encouraged greater retention of these employees. Kyle turned to their recommendation, which is to streamline documentation process, by working ahead to ensure that training agreements are finished before hiring practices. He stressed that working ahead is the key for success in moving forward. He further stressed the necessity of sharing the successful examples laid out in the report. He ends this discussion by further calling attention to this as an opportunity for workforce development to grow economic vitality through partnership.

Once Kyle ended his discussion of the report, he introduced the Q&A. The first question was posed by Chair Wilttrout— what are the next steps moving forward? This question was seconded by John “Ski” Sygielski. Sygielski then asked Kyle what his three “aha’s” were in researching for the report. Kyle answered that by putting himself in the shoes of directors, he saw an aha in an opportunity for bridging and publicizing these programs to job seekers. In response to the first question, Kyle stated that it would take two years to build the best practices within these areas to learn what they need to do. Shea Zwerver then asked a few questions to Kyle; the first of which was “How would an employer invest in someone and do on the job training? Is the person more likely to stay?” She then asked how research or finding would play in to employer engagement with PA CareerLink®. Executive Director James Martin responded to these questions, by first agreeing of the overlap and then referring to Secretary Walker who asked them to put forth recommendations and come up with a strategy to raise employer engagement. James stated that a number of pieces of strategy are being taken in consideration by the board. Kyle then responded by urging participants to put themselves in the shoes of a business service representative and turn to examples and regions that have had early success.

Chair Wilttrout ended this pitch by suggesting Executive Director James Martini, Deputy Director Michelle Lengel, and Kyle to come together and move forward the report.

MOTION: Angela Ferritto made the motion, John Ski Sygielski seconded it. It passed unanimously.

Presentation: Life Skills through Career Program at Chestnut Hill College

Stephen Stunder introduced himself as the Executive Director of the Life Skills Through Career Program and the Director of Neurodiversity Initiatives at Chestnut Hill College in Philadelphia. He then shared that his program will assist students ages 21 and older who are diagnosed with developmental disabilities and co-occurring autism spectrum disorder in vocational training. Further, the programs offer life skills opportunities and family supports on-campus for students to get their career of choice once graduating. Regardless of the barriers students face or if they are a caregiver, Chestnut Hill College is committed to ensuring they have fiscal independence and are well supported in their career endeavors. Stunder then shared why the program works with this population, as they are a terribly underserved population with fewer services available to them. Further, he added that there is interest in working with high functioning students seeking employment and looking for independence. The funding received has been through the Pennsylvania State of Employment Programs, he shared. Further, Stunder added that they are interested and vested in becoming a state licensed provider for services in order for students to come with

preapprove funding through their Individual Success Plans (ISP); and they can, in turn, be able to bill the state of Pennsylvania as a vendor. Stunder reasoned that this would lessen the fiscal burden for households, as they would not be obligated to pay for schooling and education out of pocket. Stunder further shared that students coming in would finish within 24 months and then acquire employment.

Stunder introduced to the participants Chestnut Hill's undergraduate initiative, which assists students who identify as neurodivergent. He then pivoted to the status of their licenses. Stunder, as the Executive Director, has finished all the pre-orientation training modules, shared all IRS documentation and demographic information to the state of Pennsylvania, and has shared all information regarding his background, skillsets, and CV. As of date, Stunder shared, they have been working to draft policy and procedures for further feedback and are in the 60-day window. He believed that the timeframe for the license would be over the summer of 2025 or early fall of 2025. Hence, they will be recruiting staff in anticipation for their onboarding which would take place January of 2026. After referring to DHS research and data, he shared that he will be serving 35-70 individuals enrolled in the waiver. He then referred to the four critical pieces of his program, yet he expressed that he is looking forward best to the vocational training which will enhance participants' skills or passions. He shared that this will be an advantage to households and parents/caregivers of the neurodivergent population as well, given that they will face less stress over caring for them. Stunder then stated that the long-term objective would be to give this population the opportunity to support themselves and sustain their independence, freedom of choice, and dignity.

Stunder finally shared what the PA WDB could do to assist him and his work. First, Stunder shared that the PA WDB could share this initiative with their community, as word of mouth would be critical in its success. Second, Stunder shared that he is looking for an opportunity for funding. He asked for participants to share of any grants that he would qualify for or any other funding opportunities. Third, he shared for participants to offer any feedback or to give any thoughts.

Chair Wiltout then thanked Stunder and asked the Board if they had any further questions for him. Kait, Gillis, the Founder of Nour, a coffee shop that employs neurodivergent workers in Camp Hill, as well as being a mother of a daughter with Down Syndrome, thanked Stunder for his work and attested that this is what the community and the Commonwealth need. Stunder thanked Kait for her kind words. Then, Ryan Hyde introduced himself to Stunder. Him and his team, he shared, assist individuals with disabilities to become employed in Pennsylvania. This conversation led to a ten-minute long recess.

The meeting then turned over to a ten-minute recess. Chair Wiltout stepped out and Dan LaValle led the latter half of the meeting.

Agency Specific Updates

- **Nancy Walker, Secretary of the PA Department of Labor & Industry**

Deputy Secretary Dan Kuba spoke for the PA Department of Labor & Industry. Kuba shared his excitement with the Board of Governor Shapiro's budgeting address, which will be critical to the success of PA WDB. He gave a breakdown of the budget for the coming years regarding Industry Partnerships. For years, he remarked, the budget was \$2.87 million. However, this year, there was a \$5 million raise to that figure. Kuba reasoned the significance this raise will carry for supporting PA WDB's efforts in training, educating, and recruiting nurses. He further shared that this excites Secretary Walker, as they have been communicating with the Governor's Office regarding healthcare initiative through grants. Kuba then shared that within the budget for school to work

there is \$3.5 million, and that there has been greater growth and interest in these projects. He then discussed their cooperation with legislators. He finally turned to the \$10 million ask for apprenticeship and training initiatives, asking the Board to look to page 55 of the brief. Within the brief, there is a rise in pre-apprenticeship work, which has been tethered to apprenticeship work.

Further, Kuba advised the Board to observe the themes of re-entry and recovery, which have both been of significance to the Department of Labor and Industry. He addressed the pressing issues of population and availability of workers. Working with different partners has been key to the Department, Kuba remarked. He urged the Board to further read through the Briefing Book to understand the great initiatives that the Department is working through. In ending this discussion, he shared questions that the Department is working with the Governor's Office to solve: How do we get more mobile? How do we get out to our Department of Corrections state-wide? How do we get to our county prisons and jails and our municipal jails? In response to these questions, he stated that working with local workforce development board is necessary.

Chair Caplan agreed with his excitement in addressing barriers that the reentry population face.

- **Ryan Hyde, Executive Director for the Office of Vocational Rehabilitation (OVR)**

Executive Director Ryan Hyde shared that there were two key issues he was looking forward to addressing. First, he discussed the last PA WDB quarterly meeting, in which a recommendation passed regarding phasing out subminimum wage. Hyde shared that the recommendation was passed and supported by the State Board of Vocational Rehabilitation. He added that the State of Board of Vocational Rehabilitation was appreciative of the PA WDB's efforts and consideration of rehabilitation. Hyde was hopeful that this recommendation would be running within the year. Second, he shared they discussed the state plan amendments. They had shared a state plan amendment to reissue the order of selection due to federal funding challenges they face last year and anticipate to further face this year. However, he added that this has not been approved, as they are awaiting to hear back from the federal administration. As they await to hear back, they have engaged with Rehabilitation Services Administration (RSA), their federal parent, by answering their questions.

Hyde sought to restate what Kuba had said earlier. However, before he does, he stated that they do not have a federal budget as of date. Given that 78.7% of funding comes out of the Department of Education federally, they are in the air of what they will receive for the year. However, they do have 50% of what they would want. Hyde ended optimistically by thanking Governor Shapiro for considering them and for adding \$5 million to PA OVR. Further, Hyde spoke of Governor Shapiro's remarks, where the Governor discussed their partnership with the First Lady. He brought up that they have scheduled five meetings with her, three of which have taken place. He stated that they will address ways in which they can assist individuals with disabilities in competitive integrated employment. He ended this discussion by stating critical statistics: 35,000 open cases and 21,000 students.

Once the discussion ended, Chair Zwerver thanked Hyde and said she interested in hearing how federal funding would unfold. He assured her that he would be communicating with the Board the best and earliest he can. However, he stated that they are assuming they will be flat funded this year. Chair Zwerver added that she believes the Board has a unique opportunity to brainstorm how employers can step in and play a bigger role, when it comes to federal funding deficits.

- **PA Department of Education**

Rob Steinmetz shared that there are transitioning with interim Secretary Fitterer being in that role. Once she is transitioned out, he is looking forward to having another Secretary and have further news.

- **PA Department of Human Services**

Jolene Reid then urged the Board to look in the Brief, where they will see news regarding refugee resettlement. She encouraged the Board to reach out and share how they have been impacted, whether that be in the workforce or in their community.

- **Rick Siger, Secretary of the PA Department of Community and Economic Development**

Gwen Ross spoke for the Department of Community and Economic Development. Ross sought to share news regarding the workforce, turning to page 67 of the Brief. She wanted to further discuss Governor Shapiro's proposed budget with the Board. She brought to light that the Governor dedicated \$12.5 million in Workforce and Economic Development Network (WedNET) appropriation, a \$2.5 million increase from 2024. In addition, she shared that there was \$2 million dedicated for the advancement of the career connect program, which works towards raising the availability of Pennsylvania internships and talent recruitment. She then shared that the budget called for level funding of current initiatives; for example: PA training and career advancement in manufacturing as well as foundations and industry training. Ross added that the proposed budget strives to place Pennsylvania as a leader in innovation, job creation, and kickstart development. She offered the example of life sciences, which the state anticipates a growth of over 100,000 jobs in the workforce and has seen a rise in spending within higher education in the state. To further build out this industry, Ross turned to the dedicated \$50 million which works to spur more innovation and a \$30 million which will work towards growing life science careers. With the left over \$25 million, she stated that they will support larger scale innovation, by mirroring federal awards and raising up Pennsylvania's best in class research assets. This would in turn assist Arizona in becoming a national hub for entrepreneurship and further invest in entrepreneurs who have historically lacked access to capital funding.

- **Russell Redding, Secretary of the PA Department of Agriculture**

Sara Gligora briefed the Board for the Department of Agriculture. Gligora shared that the department would work together with the Department of Labor and Industry as well as other industry stakeholders to address the demands of today's workforce and education. Further, she thanked the Department of Labor and Industry for their cooperation. Gligora then discussed the success of apprenticeships in the Commonwealth, sharing that there are eight agriculture-registered apprenticeships and three pre-apprenticeships running. As of date, she stated that they are working with stakeholders who are in the process of building out initiatives in organic, conservation, and a pre-apprenticeship. She communicated with the Board that their communications team has been working with the Department of Labor and Industry, and that they are striving to highlight the success and value of pre-apprenticeship initiatives. She added that certain initiatives are working with PA Department of Education to broaden access to K-8 education, secondary, post-secondary, and career transition education.

Gligora asserted that their 2024 Agriculture report will shortly be shared with the Board. However, in January, the department held their yearly farm show, where they hosted over 150 youth and employers. She is looking forward to holding the show in the coming years, as it brings together employers and prospective employees. Finally, Gligora stated that the Department of Labor and

Industry has awarded over \$1 million to Penn State Extension to the farms and agriculture workforce engagement grants. She shared that she is looking forward to bringing greater awareness and engagement with agriculture training and the unique barriers that farmworkers face day to day.

- **Jason Kavulich, Secretary of the PA Department of Aging**
David Miles, who spoke on behalf of Secretary Kavulich, advised for the Board to look to the Briefing Book and had no further words to share.
- **Laurel Harry, Secretary of the PA Department of Corrections**
Dorenda Hamarlund briefed for the Board for the PA Department of Corrections. She shared that she had reached out to the PA CareerLink® administrators a month earlier and has been introducing herself and inviting them to staff meetings. She added that she has been working with the reentry population to give them a broader understanding of necessary steps to take for employment, which has been widely successful.

Public Comments: There were no public comments.

Final Remarks & Adjournment: Executive Director James Martini thanked the Board for coming together and for the fruitful discussions and questions. Further, he thanked Dan for stepping up and leading the end of the meeting.

MOTION: Chair Sygielski made the motion to adjourn, and Chair Fulmore-Townsend seconded it.