



Local Management Committee (LMC) Meeting
Wednesday, July 10, 2024 – 9:30 AM
Capital Region PA CareerLink® - 100 N. Cameron Street, Harrisburg, PA 17101
Zoom Videoconference:
<https://us02web.zoom.us/j/82105671453?pwd=rbH7w3AzrRY6MRkdd17ZBrv9pfey0R.1>

MEETING MINUTES

MEMBERS PRESENT

Joe Beeler, Whitney Matthews, Courtney Day, Mark Dolheimer, Karen Bell, Tonya Seibert, Lizette Reyes, Marlai Paxton, Todd Updegraff, Courtney Noss, Liz Pliszka, Aubri Halderman

MEMBERS VIRTUALLY PRESENT

Amber Schaeffer, Latoya Carter, Jule Tkachenko, Alex Gibson, Jodi Dellmuth, Carrie Steber, Saranne Miller, Michelle Swemley

WELCOME & INTRODUCTION

Chairperson: Joe Beeler
Vice Chairperson: Vacant
Facilitator: Judy Santiago

BUREAU OF WORKFORCE PARTNERSHIPS AND OPERATIONS (BWPO) UPDATES ON LABOR MARKET INFORMATION

The unemployment information provided below is shared via email before the meeting, allowing for discussion if needed during the meeting. Each community partner has one supervisor present to represent the region at the meeting. Along with Unemployment Compensation (UC) numbers, members are asked to share at least two employers hiring in their county, which pay a self-sustaining wage, for each community partner to take back and share with the team.

PENNSYLVANIA UNEMPLOYMENT: 3.4%, no change from January

SOUTH CENTRAL UNEMPLOYMENT: 2.8%, down from 3.2%

ADAMS COUNTY UNEMPLOYMENT: 2.6%, up from 2.5%

Employer: Zeigler Bros Inc. in East Berlin
Job Title: QA Technician
Wage: \$19.00 per hour



Employer: Grane Home Hospice Care, Inc. in Gettysburg
Job Title: CNA Hospice
Wage: \$18.00 per hour

Employer: Morton Building Inc. in Gettysburg
Job Title: Plant Administrative Assistant **Wage:**
\$55,000 per year

CUMBERLAND COUNTY UNEMPLOYMENT: 2.8%, up from 2.6%

Employer: Bimbo Bakeries USA INC. in Carlisle
Job Title: Production Associate
Wage: \$22.16 per hour

Employer: Diakon Lutheran Social Ministries in Carlisle
Job Title: Family Life Services Counselor
Wage: \$17.76 per hour

Employer: Land O'Lakes Inc. in Carlisle
Job Title: Receiving Operator
Wage: \$25.87 per hour

DAUPHIN COUNTY UNEMPLOYMENT:

Employer: Various positions throughout the Commonwealth
Job Title: Clerk Typist
Job Title: Starting at \$38,000 per year

FRANKLIN COUNTY UNEMPLOYMENT:

Employer: Commonwealth PennDOT CDL
Job Title: CDL Operator Trainee
Job Title: Starting at \$39,000 per year

Employer: Employers Farmers Emergence Trust Company
Job: Management Trainee
Wage: \$20.00 - \$23.00 per hour

JUNIATA COUNTY UNEMPLOYMENT: 3.2%, no change from April

Employer: Champion Modular, Inc.
Job Title: Production Worker or Service Clerk
Wage: \$16.50/\$15.00 per hour



Employer: Darling Ingredients in Mifflintown
Job Title: Operator
Wage: \$18.04 per hour

Employer: Pennian Bank in Thompsontown
Job Title: Customer Service Representative
Wage: \$16.30 per hour

LEBANON COUNTY UNEMPLOYMENT: 2.8%

Employer: Wabash (Truck Bodies)
Job Title: Assembly Technicians
Wage: Starting \$18.00 to \$ 22.50 per hour depending on shift, several positions available

Employer: Ace Hardware Distribution Center
Job Title: Warehouse Workers (Pickers and Stockers)
Wage: \$ 22.75 per hour with weekly incentive bonuses

PERRY COUNTY UNEMPLOYMENT: 2.8%, up from 2.7%

Employer: Grane Home Hospice Care, Inc. in Duncannon
Job Title: CNA Hospice
Wage: \$18.00 per hour

Employer: KinderCare Education LLC in Newport
Job Title: Lead Teacher
Wage: \$35,000 per year

Employer: Commonwealth of Pennsylvania in Loysville
Job Title: County Caseworker
Wage: \$36,000 per year

YORK COUNTY UNEMPLOYMENT: 3.0% Vs the State at 3.4%

Employer: York Hospital (WellSpan Health) **Job**
Title: Administrative Assistant - Operations
Wage: \$20.00 - \$27.00 per hour

Employer: Commonwealth of Pennsylvania
Job Title: Income Maintenance Caseworker York CAO
Wage: \$ 49,839 - \$ 75,795 year

SOUTH CENTRAL REGION - COUNTY ASSISTANCE OFFICE (CAO)

Each County Assistance Office (CAO) provides Employment & Training (E & T) numbers and additional information about participation numbers, included below:

ADAMS COUNTY ASSISTANCE OFFICE

CAO Representative: Mark Dolheimer

Cash Applications: Increased 9% in the 2nd quarter of 2024, averaging 89 a month.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers:

Participation was 21.4% in April and 17.7% in May, with three full participants in both months. June results are pending. Customer walk-in traffic at Adams CAO decreased by 12%, averaging 792 walk-ins/month, or about 38 walk-ins daily.

Supplemental Nutrition Assistance Program (SNAP) Numbers: Decreased by 12%, averaging 487 a month, and Medical Assistance apps decreased by 9%, averaging 707 a month.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: The LIHEAP season ended as scheduled on 4/5/24, and CAOs completed the remaining applications in May. Adams received a total of 2,423 LIHEAP apps during the 2023-2024 season, a 4.3% decrease from the prior season.

Staffing Updates: One caseworker resigned in April, and a new caseworker started in April. They hired three caseworkers in June and one caseworker last week. Adams CAO is currently fully staffed, with four caseworkers in training and many of our staff having under two years of experience in the CAO. Adams CAO has a current job posting that ends on 7/15/24 to hire a LIHEAP clerk, and we anticipate that our Energy Assistance Worker from last season will return. We anticipate starting LIHEAP staff after Labor Day.

More information to share: CAOs started accepting applications for Sun Bucks on 7/1/24. This is PA's new Summer EBT program that will provide \$120 for food for each eligible child. This will be issued in a single payment of \$120 by October. Payment is delayed this year while systems are being set up to handle the new program, and payments should be available in early summer next year. Most families do not need to submit an application and will be automatically eligible if meeting the criteria. CAOs must hold all Sun Bucks applications received, but they are unable to process them until a system update occurs on 7/20/24. See Summer EBT | Department of Human Services | Commonwealth of Pennsylvania

(<https://www.pa.gov/en/agencies/dhs/resources/summer-ebt.html>) for more information on Sun Bucks. The state SNAP interview waiver ended on 6/30/24, and CAOs are now required to complete a telephone interview with the client before authorizing Expedited SNAP or ongoing SNAP and before renewing SNAP benefits. Since this started last week, we have seen an increase in SNAP application activity and walk-ins, and it is important that clients provide a good telephone number and are available to complete the required interview.

CUMBERLAND COUNTY ASSISTANCE OFFICE

CAO Representative: Mark Dolheimer

Cash Applications: Increased 2% in the 2nd quarter of 2024, averaging 329/month.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers:

Participation was 16.7% in April with seven full participants and 9.4% in May with five full participants, and June results are pending. Customer walk-in traffic at Cumberland CAO decreased by 12%, averaging 1854 walk-ins/month, about 88 walk-ins daily.

Supplemental Nutrition Assistance Program (SNAP) Numbers: SNAP apps decreased by 14%, averaging 1439/month, and Medical Assistance apps decreased by 8%, averaging 2058/month.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: Received a total of 6,387 LIHEAP apps during the 2023-2024 season, a 4.3% decrease from the prior LIHEAP season.

Staffing Updates: Cumberland started five new caseworkers on 4/8/24. Timothy Myers was promoted from caseworker to TANF supervisor on 5/4/24. One caseworker left in June for a promotion to the Office of Long-Term Living. Two new caseworkers started this month. Four caseworkers are in training, and Cumberland CAO is fully staffed; however, one caseworker is leaving on 8/2/24 to work for the Dept. of Community & Economic Development. Cumberland CAO has a current job posting that ends on 7/14/24 to hire two casework supervisors working remotely in Fayette County. For the past nine years, Cumberland has had 8-10 caseloads covered by Fayette staff due to high turnover in Cumberland with job opportunities near Harrisburg. We will continue caseload supplemental coverage at Fayette, which is now in the process of converting the positions from Fayette CAO to Cumberland CAO. An additional job posting will be made to convert the caseworker positions. Fayette staff who have been doing Cumberland work were offered first choice to volunteer for these Cumberland positions, and four caseworkers have volunteered to continue under Cumberland. Cumberland CAO also has a current job posting that ends on 7/12/24 to hire two LIHEAP clerks, and we anticipate that our Energy Assistance Worker from last season will return after Labor Day.

DAUPHIN COUNTY ASSISTANCE OFFICE

CAO Representative: Elizabeth Pilszka

Cash Applications: Averaging 650-680 applications per month.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers:

Information not available.

Supplemental Nutrition Assistance Program (SNAP) Numbers: Very busy with the SNAP program, since interviews started on July 1st. 30% of applications are either by walk-in or through the mail. With an average of about 15-20 applications per day.

Staffing Updates: Currently at 100% as of yesterday, about are still interviewing.

Administrative officer handles the entire office, and has been out of the office for two months, so people have been filling in for different duties.

FRANKLIN COUNTY ASSISTANCE OFFICE

CAO Representative: Joe Beeler

Cash Applications: Application numbers are going up.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers:
Supplemental Nutrition Assistance Program (SNAP) Numbers: Application numbers are going up. Averaging over 100 people coming to apply each day.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: Preparing for the LIHEAP season to start. Will be hiring EAW staff to assist with the processing of applications.

Staffing Updates: Staffing is stabilizing, but hiring case workers and clerical staff. Looking for a Haitian-speaking staff member to assist with the influx of Haitian-speaking clients that the office is encountering.

JUNIATA COUNTY ASSISTANCE OFFICE

CAO Representative: Jeffrey Blume

Cash Applications: Remain consistent with an average of 15 applications per month.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers: One mandatory TANF client enrolled in the Employment, Advancement, and Retention Network (EARN) [from May denominator report].

Supplemental Nutrition Assistance Program (SNAP) Numbers: SNAP applications have decreased over the past quarter, with 78 applications in the most recent 30-day period.

Staffing Updates: Juniata has filled all caseworker positions; the newest hire will finish training on 7/25/24. Juniata will be losing a Clerical Assistant on 07/26/24.

LEBANON COUNTY ASSISTANCE OFFICE

CAO Representative: Donald Doughty

Cash Applications: No change to the volume of TANF applications.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers: EARN participation remains the same. Working with the new Career Advisor for EARN.

Supplemental Nutrition Assistance Program (SNAP) Numbers: Uptick in SNAP applications received.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: Received 4,384 applications this season. A slight decrease from the past season.

Staffing Updates: Just hired a clerical supervisor. Currently hiring one clerical assistant, one Income Maintenance Caseworker (IMCW), and a LIHEAP clerical assistant.

PERRY COUNTY ASSISTANCE OFFICE

CAO Representative: Jeffrey Blume

Cash Applications: Increased slightly with past 30 days resulting in 43 applications.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers:

Perry's participating clients remain consistent but remain at a low volume. Three EARN participants, one Work Ready participant, and one Keystone Education Yields Program (KEYS) participant (from the May denominator report).

Supplemental Nutrition Assistance Program (SNAP) Numbers: SNAP applications have again increased over the past quarter. The most recent 30-day period resulted in 172 applications.

Staffing Updates – Perry had a caseworker retire on 06/28/24 but is still fully staffed with caseworkers. The newest hire will finish training on 07/25/24. Perry continues to be down to 1 casework supervisor and is currently hiring a clerical supervisor.

YORK COUNTY ASSISTANCE OFFICE

CAO Representative: Jodi Dellmuth

Cash Applications:

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers: Just under 440 applications pending. TANF participation numbers are at about 22%

Supplemental Nutrition Assistance Program (SNAP) Numbers: New and renewal applications began at the beginning of July, and there has been a large amount of foot traffic in the building. 1600 SNAP applications are pending. In addition, the Sunbucks program, which is a summer feeding program for school-aged individuals, was highlighted. The EBT recipients receive this in their accounts at the end of the summer. Staff members are currently being trained on how this program works.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: applications t

Staffing Updates: Showing at overfull compliment at 101%. There are currently 25 caseworkers in training. This week, interviews will be occurring for Haitian/Creole-speaking clerical and caseworker staff members.

WORK READY (PATH STONE)

No update was provided.

KEYS

No update was provided.

EDUCATION LEADING TO EMPLOYMENT AND CAREER TRAINING (ELECT)

Updates: This was a very successful end-of-year vendor marketplace with over ten community vendors. 55+ participants attended, with their babies and a support person. This program year, 28 students graduated from high school or obtained their GED. Most of the graduating seniors have entered the transition component of the program.



COMMUNITY CONNECTIONS FOR CHILDREN (CCC) / EARLY LEARNING RESOURCE CENTER (ELRC)

Waitlists: There were no waitlists through the end of July 2024. Additional information from Office of Child Development and Early Learning (OCDEL) regarding the waitlist posted in July 2024 will be provided soon.

Any County Issues with Child Care: Providers continue to struggle with space and staff.

Additional Updates: CCC has been confirmed for the next 5-year grant for ELRC regions 9 & 10.

MONITORING FOR EARN/WORK READY SOUTH CENTRAL REGION – DEPARTMENT OF HUMAN SERVICES (DHS)

No update was provided.

EARN - EQUUS

No update was provided.

SCPa WORKS

No update was provided.

COMPLIANCE MONITORING

File Audit: The most recent file audit began on 7/8/24 and is still in process.

What counties were monitored and when: All eight counties are currently being monitored.

Findings: The findings will be provided upon completion of the audit.

ADDITIONAL PARTNER DISCUSSIONS

No additional discussion.

**NEXT MEETING:
October 9, 2024, at 9:30 – 11 AM
Capital Region PA CareerLink®
100 N. Cameron Street, Harrisburg, PA 17101**