



Local Management Committee (LMC) Meeting
Wednesday, April 9th, 2025 – 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>

MEMBERS PRESENT:

Judy Santiago, Stephanie Predko, Matthew Ross, Courtney Day, Whitney Matthews, Katie Conaway, Darian Raknis, Karen Bell, Mark Dolheimer, Lance Musser, Delsie Calaman, Marlai Paxton Jodi Dellmuth, Bridget Guyer, Courtney Noss, Sean Stanbro

MEMBERS VIRTUALLY PRESENT:

Roxanne Carrell, Amber Schaeffer, Nakia Perry, Jenay Smith, Janay White, Carrie Steber, Julie Tkachenko, Lizette Reyes, Todd Updegraff, Saranne Miller, Michelle Swemley, Kevin Mansa

WELCOME & INTRODUCTION

Chairperson: Not Present
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: 4.0, up from 3.3 last quarter and 3.1 last year.
SOUTH CENTRAL UNEMPLOYMENT: 3.7 up from 3.5 last quarter and 2.9 last year.

ADAMS COUNTY UNEMPLOYMENT:

Employer: Goodwill Keystone Area in Gettysburg
Job Title: License Technician - Photo ID Center
Wage: \$16.74 per hour



Employer: Mohawk Industries in Gettysburg
Job Title: Auto Press Packer 2nd Shift
Wage: \$23.06 per hour

Employer: Mohawk Industries in Gettysburg
Job Title: Mixer Car Unloader 1st Shift
Wage: \$19.93 per hour

Employer: Packaging Corporation of America in New Oxford
Job Title: Auto Folder Gluer Operator- 3rd Shift
Wage: \$26.55 per hour

Employer: Philips Lighting in Littlestown
Job Title: Paint Line Worker or Assembler or Warehouse
Wage: Unknown

Employer: The Barn Cellar in Gettysburg
Job Title: Line Cook
Wage: \$16.00 per hour

Employer: The Barn Cellar in Gettysburg
Job Title: Host
Wage: \$15.00 per hour

CUMBERLAND COUNTY UNEMPLOYMENT: 3.2, up from 3.0 last quarter and 2.6 last year

Employer: AmeriChoice Federal Credit Union in Mechanicsburg
Job Title: Member Service
Wage: \$15.00 per hour

Employer: AmeriChoice Federal Credit Union in Mechanicsburg
Job Title: Financial Service
Wage: \$20.00 per hour

Employer: Bimbo Bakeries in Carlisle
Job Title: Production Associate
Wage: \$22.59 per hour

Employer: Dairy Farmers of America in Mechanicsburg,
Job Title: Building & Grounds Maintenance Technician
Wage: \$32.50 per hour



Employer: Ecore International in Newville
Job Title: Manufacturing Technician
Wage: \$19.50 per hour

Employer: Ecore International in Newville
Job Title: Shipping
Wage: \$21.00 per hour

Employer: Land O' Lakes in Carlisle
Job Title: Machine Operator
Wage: \$24.44 per hour

Job Fairs: Carlisle Expo Job Fair, 4/9/2025 from 2:30 to 5:00 @ 100 K St, Carlisle, PA
Job and Government Services Fair, 4/10/2025 from 10:00 to 3:00 @ 201 E Green St,
Mechanicsburg

DAUPHIN COUNTY UNEMPLOYMENT: is 4.1%

Employer: Goodwill Keystone Area
Job Title: Various positions - Donor Service Rep., License Technician, & Business
Services Specialist
Wage: \$14 per hour to \$30 per hour

Employer: Ollie's Bargain Outlet
Job Title: Various positions – Data Entry Specialist, Creative Production Coordinator, &
Retail Department Manager
Wage: Not provided

Additional information to share: Currently, our highest posting employer in the county
is The Commonwealth of PA, followed closely by UPMC and Penn State –
Health/Education

FRANKLIN COUNTY UNEMPLOYMENT:

No Information Provided

JUNIATA COUNTY UNEMPLOYMENT: 6.4, up from 4.0 last quarter and 4.1 last year

Employer: Community Resources for Independence in Mifflintown
Job Title: Personal Care Assistant/Caregiver
Wage: \$14 per hour



Employer: Darling Ingredients in Mifflintown
Job Title: Utility Worker
Wage: \$20 per hour

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

Employer: DuMor Inc. in Mifflintown
Job Title: Purchasing Administrative Assistant
Wage: \$17 per hour

Employer: Tuscarora Intermediate Unit 11 in Mifflintown
Job Titles: Floating Educator, Parent Educator, PAT Teacher, Program Aide
Wage: \$16.80 per hour

LEBANON COUNTY UNEMPLOYMENT: 2.6%

Employer: Ace Hardware Distribution
Job Title: Warehouse Worker
Wage: \$19.75 per hr w/production incentive \$3.97 per Hr.

Employer: MCS Industrial Supply
Job Title: Warehouse Workers
Wage: \$19.50 per hour, No mandatory OT

Employer: StaffMark
Job Title: Forklift Operators
Wage: \$22.50 per hour

Employer: Lebanon Transit
Job Title: Bus Driver
Wage: \$27.25 per hour

PERRY COUNTY UNEMPLOYMENT: 4.0, up from 3.2 last quarter and 3.1 last year

Employer: Central Pennsylvania Transportation Authority in Newport
Job Title: Perry Driver (Non-CDL)
Wage: \$18.25 per hour



Employer: Glenn O Hawbaker, Inc. in Elliottsburg
Job Title: Equipment Operator-Aggregate Experienced
Wage: \$710 per week

Employer: Paradise Stream Family Campground in Loysville
Job Title: Reservationist
Wage: \$16 per hour

Employer: Paradise Stream Family Campground in Loysville
Job Title: Housekeeping
Wage: \$15 per hour

Employer: Hamilton Health Center Inc. in Newport
Job Title: Customer Service Rep
Wage: Unknown

YORK COUNTY UNEMPLOYMENT:

Employer: BAE Systems
Job Title: Spv II – Ops 2nd Shift (Manufacturing & Maintenance)
Wage: \$73, 778 - \$125, 422

Employer: UTZ Quality Foods Inc
Job Title: Logistics Lead- Weekend Night
Wage: \$30,000 - \$50,000 Year

Employer: WellSpan Health
Job Title: Medical Laboratory Scientist II
Wage: \$27.00-\$42.00 Hr

Employer: York County
Job Title: 911 Dispatch Trainee
Wage: \$20.81 per hour

Employer: Kinsley Construction
Job Title: Precast Skilled Laborer
Wage: \$25.00-\$30.00 Hr

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: decrease of 10% for cash apps

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

Supplemental Nutrition Assistance Program (SNAP) Numbers: decrease of 12% for SNAP apps

Income Home Energy Assistance Program (LIHEAP) Numbers: decrease of 6% for LIHEAP apps

Staffing Updates: 17 caseworkers, losing a caseworker next week to a promotion.

More information to share: As of May 31, the State is anticipated to no longer have discretionary exemptions to continue the waiver for able-bodied adults without dependents. June 1 would start counting the 3-month clock for able-bodied adults without dependents if they are not working at least 80 hours a month or meeting another exemption. Walk-ins are down 3%, about 43 a day.

CUMBERLAND COUNTY ASSISTANCE OFFICE

CAO Representative: Mark Dolheimer

Cash Applications: decrease in the number of apps

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers: decrease in number of apps

Supplemental Nutrition Assistance Program (SNAP) Numbers: decrease in number of apps

Low Income Home Energy Assistance Program (LIHEAP) Numbers: decrease in the number of apps

Staffing Updates: Promoted a Clerical Supervisor to an Administrative Officer and interviewing 2 more next week. Hiring a couple more caseworkers, currently 39 case workers with 4 more in training.

More information to share:

DAUPHIN COUNTY ASSISTANCE OFFICE

CAO Representative: Liz Pliszka

Cash Applications: Cash applications are down considerably. Staff currently have 261 applications pending on dashboards. We continue to struggle to move beyond 10% for full participation rates on the WPR report, which is going away soon anyway. Staff are using the new report/database the Department provided to monitor; that report provides more useful data.

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

Supplemental Nutrition Assistance Program (SNAP) Numbers: Staff currently have 1531 applications pending on the dashboard – about 60 apps less than the last LMC report. Staff continue to make SNAP and LIHEAP processing a priority.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: The LIHEAP cash and crisis season was extended to 4/18/25. The weatherization portion ended 4/4/25. As of 4/4/25, we received 9747 applications, approximately 92 % of the applications we normally receive in a season. York LIHEAP processing center and other processing centers handle many of our LIHEAP-only applications. Dauphin CAO staff currently have 471 applications pending on their dashboards, some with other budgets attached or involving crisis.

Staffing Updates: Staff have been working voluntary overtime 1 day per month. Unsure if it will continue beyond April. We continue interviewing and hiring for IMCW (Caseworkers) and Clerical in both offices - working towards full complement, but it isn't easy to stay there with turnover. Hiring 3 new Income Maintenance Casework Supervisors to fill vacancies – hope to have them start before the end of this month. We have 13 Caseworker trainees in 3 stages of training, and 5 Clerical Assistant 2's under 6 months in the Hbg. Office. Hiring 3-5 more caseworkers, some to backfill for the Supervisor hiring, and 2-3 clerical for the Hbg. Office. Johnstown office just hired 2 new clerical assistants (started 4/6) and 2 new caseworkers (start dates to be determined) who will be going to training in the next month.

Additional Information: Walk-in traffic was down for the past month but increased again this week. EBT Skimming reports continue. We continue to educate the public on card safety and online/APP safety, changing their PIN# frequently. Locking and unlocking of cards are coming soon as a feature. PA CAP/FS 70 cases are being transitioned to regular SNAP cases – these were SNAP cases opened through automatic processing through the Social Security Administration for some SSI recipients. Older PA CAP cases are closing for 4/30/25 and require the individual to file an application (PA 1935) for SNAP to be reviewed and reopened. Notices and applications were sent to all PA CAP recipients. We are starting to receive some applications back already.

FRANKLIN COUNTY ASSISTANCE OFFICE

CAO Representative: Joe Beeler

Cash Applications: Remain Consistent with the last report.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers:
Supplemental Nutrition Assistance Program (SNAP) Numbers: Remain consistent with the last report.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: was extended until April 18th. LIHEAP staff were laid off on April 4th due to work volume. Applications have dropped off with the good weather.



Staffing Updates: We are hiring 3 new IMCWs. They were interviewed last week. We are also hiring 2 new clerical staff.

Anything else to add: TANF communications remain positive.

JUNIATA COUNTY ASSISTANCE OFFICE

CAO Representative: Lance Musser

Cash Applications: Cash application numbers have decreased recently. 11 applications received in the past 30 days.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers: 1 mandatory TANF client enrolled in EARN. (From February denominator report)

Supplemental Nutrition Assistance Program (SNAP) Numbers: SNAP applications have remained consistent over the past month or two. The most recent 30-day period resulted in 83 applications.

LIHEAP: At this point in the program, application receipt volume has been consistent with that of past years. Juniata has received 975 applications through 03/21/25, with .62% remaining pending.

Staffing Updates: Juniata is fully staffed.

LEBANON COUNTY ASSISTANCE OFFICE

CAO Representative: Amber Schaeffer

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

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers: WPR remains steady at 22%.

Supplemental Nutrition Assistance Program (SNAP) Numbers: SNAP applications have increased over the past month.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: Received 3,868 applications so far this season. That is slightly lower than this time last season.

Staffing Updates: New clerk starting 4/14/25. We will be at full complement with that new hire.

PERRY COUNTY ASSISTANCE OFFICE

CAO Representative: Lance Musser

Cash Applications: Cash application numbers have decreased recently. 32 applications received in the past 30 days.

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers: Perry's participating clients remain consistent but remain a low volume. 2 EARN participants and 1 Work Ready participant. (From February denominator report)

Supplemental Nutrition Assistance Program (SNAP) Numbers: SNAP applications have remained consistent over the past month or two. The most recent 30-day period resulted in 159 applications.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: At this point in the program, application receipt volume has been consistent with past years. Perry has received 1408 applications, with 1.35% remaining pending.

Staffing Updates: Perry is fully staffed except a Case Worker Supervisor that just became vacant and will be posted next week.

YORK COUNTY ASSISTANCE OFFICE

CAO Representative: Jodi Dellmuth

Cash Applications: 718 apps received in March

Temporary Assistance for Needy Families (TANF) Participating in E&T Numbers: 24% (205 in our denominator)

Supplemental Nutrition Assistance Program (SNAP) Numbers: 2,882 apps received in March

Staffing Updates: York is at full complement with 5 more caseworkers starting mid- to end-May. We are down to one Creole clerk and one Creole caseworker after two caseworkers resigned since our last meeting.

Low Income Home Energy Assistance Program (LIHEAP) Numbers: The program is extended until 4/18/25, but the weatherization program has ended due to funding.

Additional Information:

ADDITIONAL PARTNER DISCUSSIONS

PENNSYLVANIA WORK WEAR (PAWW)

Representative: Marlai Paxton

Update: TANF Dress for Success is only receiving referrals from Dauphin County. The CAO must refer TANF participants, and cash assistance is a requirement. The program offers a \$150.00 special allowance for interview training and employment suiting.

EDUCATION YIELDS SUCCESS (KEYS)

Representative: Nakia Perry

Update: Student intakes and facilitator and coordinator caseloads have significantly increased over the last two months. There are two open positions, one in York and the other in Lancaster. The Keys Facilitator positions are currently accepting applications. The requirements are an associate's degree with four years of experience or a bachelor's degree with some case management background. Twenty students are about to graduate in spring.

EDUCATION LEADING TO EMPLOYMENT AND CAREER TRAINING (ELECT)

Representative: Courtney Noss

Update: CAIU (Capital Intermediate Unit) will hold an end-of-year event for ELECT students on Thursday, June 12th. The first hour is CAIU's annual ELECT Market Place, where community vendors set up to share their resources/services with ELECT students. Students receive a passport to get signed off by each vendor. The flyer is attached. Please share!

ELECT is hosting an in-person Spring Event at the CAIU on April 30th. The AmeriHealth Caritas mobile unit will share resources with students. Penn State-Hershey Medical Center residents will present on health-related topics, such as SIDS prevention. We have a Mother's Day craft planned, as well as a spring egg hunt.

Report: Currently have 85 students enrolled

2- students graduated early and are enrolled in the transition component of the program

4- students 18 and older are working-listed as activity 33

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

Representative: Karen Bell

Waitlists: As of 04/02/2025, there are no waitlists in our ELRC regions. This may change at any time.

Any County Issues with Child Care: Clients and providers still struggle with space and staffing.

Additional Updates: ELRC staff continue to attend various community outreach events. If there are any events that you would like an ELRC staff member to attend with information for clients, please feel free to email Karen Bell at kbell@cccforpa.org.

MONITORING FOR EARN/WORK READY SOUTH-CENTRAL REGION – DEPARTMENT OF HUMAN SERVICES (DHS), OFFICE OF INCOME MAINTENANCE BUREAU OF EMPLOYMENT PROGRAMS, DIVISIONS OF CONTRACTED PROGRAMS

Representative: Julie Tkachenko

No update provided

EMPLOYMENT, ADVANCEMENT & RETENTION NETWORK (EARN)

EQUUS WORKFORCE SOLUTIONS

Representative: Darian Rahnis

Enrollments since July 1st: 252

Placements since July 1st: 65

6th Month Retention since July 1st: 45

12th Month Retention as of July 1st: 18

Staffing Updates: Darian Rahnis has been acting as EARN Deputy Director since Tonya Seibert's departure. EARN has hired Bayleana Sowers as the Special Projects Manager.

Initiatives: EARN is currently participating in a joint effort with the Department of Corrections. 8 participants who were previously incarcerated are enrolled in the program and receiving culinary training through the DOC. EARN is providing them case management and paying them a wage while they complete their training.

Virtual Reality (VR): EARN participants participate in a new VR workshop (Developing Industry Skills through Career and Occupational Virtual Reality-DISCOVER). This three-day workshop focuses on employment readiness, career exploration, and resume development.

English as Second Language (ESL): York County CareerLink® is partnering with HACC

WORK-READY (PATH STONE)

Representative: Lizzette Reyes

Update: Participants' main concerns are childcare, housing, and transportation. A success story was shared of a participant who completed their professional caregiver credential and secured employment in home healthcare. Within 6 months, they were prompted and working full time.

SCPa WORKS - PROGRAM

Representative: Stephanie Predko

Update: Budget Updates

Representative: Judy Santiago

Update: Program in Person Monthly File Review was completed in March 2025. 10 Files were reviewed from Dauphin, Lebanon, and Cumberland counties. SCPa Works Program staff met with the EARN Supervisors to discuss issues/concerns that were identified. There will be no review in April, but it will resume on Thursday, May 15th. In my review, the files that will be reviewed will be from York, Adams, Franklin, Perry, and Juniata counties.



SCP WORKS - BUSINESS SERVICES

Representative: Matthew Ross

Update: Business Services are being restructured. SCP Works is working with Knovva to determine best practices, and a plan to relaunch will occur in spring. Business Services is also working on more specific types of job fairs that benefit EARN participants.

SCP WORKS - COMPLIANCE MONITORING

Representative: Courtney Day and Whitney Matthews

File Audit: March 2025

Counties Monitored: Adams - 1, Cumberland - 3, Dauphin - 10, Franklin - 2, Juniata - 0, Lebanon - 3, Perry - 1, and York - 7. Total of 27 files.

Findings: All 27 files have an AMR or EDP present in the file. 16 of the 27 files have IEPs that need signatures from the participant and/or the staff. All 27 files had section 1 of the family assessment in the file. 20 out of the 27 files are/were open in code 33/93. 9 out of the 20 files opened in employment did not have a 01 opened as of the file review. 2 of the 20 files had an error or issue with the EVF. 6 out of 20 files had data entry errors with their employment hours. Case note frequency and the ability to tell the participant's story are still inconsistent. There are infrequencies with outreach and providing details of what is going on with the case. Of the 27 files, there are 8 that are missing the participants' resumes. There is little to no BSR interaction case noted.

Additional Information: The next monitoring is scheduled for July 2025.

NEXT MEETING:

Wednesday, July 9th at 9:30 – 11 AM

Virtual via Zoom Link within Calendar invite