

DELAWARE COUNTY WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING
Thursday, June 5, 2025
8:00 am via Teams

Agenda

Minutes from February 27, 2025 Executive Committee Meeting

Director's Update:

- Crozer
- TANF YDP

Treasurer's Update:

- Q3 Contractor Budget to Actual
- 2025-26 Budget-Board vote needed
- 2025-26 Contracts- Board vote needed

Committee Reports:

- Employer Services
 - Procurement of Business Services 2025-29- Board vote needed
- Youth
 - Updated ITA Policy- Board vote needed
- Planning
 - 2025-28 WIOA Regional and Local Plan- Board vote needed
- Service Delivery

Preview June Board Agenda

Delaware County Workforce Development Board

Executive Committee Meeting Minutes

February 27, 2025 (via Teams)

Members: Rick Durante, Cathy J. Cardillo, Bill Tyson

Staff: Cathy Baselice, Dawn Berardinelli, Jenn Kacimi, Kate McGeever

Welcome: The meeting was called to order at 8:05 am

Approval of Minutes:

- A motion was made by Cathy Cardillo to approve the meeting minutes from December 5, 2024; Bill Tyson seconded – all in favor.

Director's Update/Kate McGeever:

- Executive orders from the federal government will have an impact on our work. DEI initiatives will require amendments to competitive grants. Modifications made by removing the language issues have been submitted, approved, and accepted.
- In order to reduce the risk to the funding stream, an effort has been made to go from monthly to bi-weekly billing. Currently, two contractors are on board with this procedure.
- Workforce reductions in federal government sectors, specifically the local Treasury Department, will require Rapid Response actions.
- Delaware County has a low unemployment rate compared to the rest of Pennsylvania and it is anticipated that a 10% decrease in funding will occur.

Treasurer's Update/Dawn Berardinelli as sub:

- A few providers are late in invoicing, but should be caught up by June with the majority right on track. Summer programs are off to a slow start due to their seasonal nature. No other issues to report; all can be reviewed in the color-coded chart for more information.

Committee Reports:

- **Employer Engagement/Kate McGeever as sub:**
 - The committee meeting was rescheduled for later today.
 - Business Services are due for competitive procurement this spring.
- **Youth/Cathy Cardillo:**
 - The committee meeting is rescheduled for later today.
 - Jane Buchannan/Be Proud is relocating to Florida. Inviting her to March 6th board meeting for recognition from the board for her years of service to Delaware County youth.

- **Planning/Bill Tyson:**
 - Process is well underway. Plans are being reviewed at the state level. A public meeting to solicit input will happen in April with a vote needed at the June meeting.
 - Copies of the draft plan to review are available to board members upon request.
- **Monitoring & Oversight/Kate McGeever as sub:**
 - Committee needs a chair. Possibility to offer the position to Bill Adams.
 - Goal is to follow the orientation process more closely at the local PA CareerLink® locations.
 - Labor & Industry performance results showed a huge improvement with youth providers on measurable skill gains.

Closing Comments:

- The general meeting agenda was reviewed and discussed.
- Cathy Cardillo suggested adding an overview of the meeting schedules to help with the recruitment process for non-board members as well as chair positions.
- Rick Durante will be unable to attend the general board meeting in person. He will call in to open the meeting and then Cathy Cardillo will take over.

Meeting Adjourned: Motion made by Cathy Cardillo to adjourn at 8:48 am; Bill Tyson seconded – all in favor.

Minutes submitted by: *Cathy Baselice*

Crozer Update

As of 6/2:

3,000 Crozer workers subject to WARN Notice

+/- 500 workers still employed

1,738 Crozer workers have applied for unemployment compensation(UC)

1,315 UC applicants live in Delaware County

+/- 1,000 job seekers attended the May 13 Job Fair

225 Employers and Community Resources registered for the May 13 Job Fair

349 have attended a rapid response info session

258 Delco workers attended a rapid response info session

327 visits were made to the Crozer Transition Center

207 individuals visited the Crozer Transition Center

164 visits to the Crozer Transition Center were for UC

141 visits to the Crozer Transition Center were for resume help

The most common challenges workers present are:

- Long time since last resume, interview, job search
- Concern about traveling longer distances for a new job
- Rusty computer skills
- Stress/Mental Health

Upcoming Workforce Activities:

- Weekly hiring events at the Crozer Transition Center
- Schedule and publicize workshops on common challenges, Pennie, etc
- Continue to collect hiring data from the 5/13 job fair

TANF YDP

Delaware's PY23 TANF contract (035-23-3361)

Admin	\$115,235.30
<u>Program</u>	<u>\$ 52,000.00</u>
Total	\$167,235.30

2024-25	Annual Budget	Q3 Actual	Unspent	% Spent
WIOA ADULT/DISLOCATED WORKER				
Business Interface (Career Services)	308,879	209,995	98,884	68%
Delaware County Community College (Training)	344,530	206,503	138,027	60%
Delaware County Literacy Council (Career Services)	145,646	97,526	48,121	67%
EDSI (BST)	381,380	280,193	101,187	73%
EDSI (Career Services)	269,680	175,966	93,713	65%
EDSI (Training)	167,407	125,759	41,648	75%
EDSI (Re-Entry)	369,387	239,715	129,672	65%
TOTAL	2,078,468	413,888	1,664,579	20%
WIOA YOUTH				
Chester Education	500,000	331,570	168,430	66%
Community Action Agency	381,247	195,837	185,410	51%
DCIU	472,119	184,395	287,724	39%
EDSI	574,490	320,395	254,094	56%
TOTAL	1,927,856	1,032,197	895,658	54%
Opioid Grant				
EDSI	91,559	91,559	-	100%
TOTAL	91,559	91,559	-	100%
TANF YOUTH				
Be Proud	175,673	137,259	38,414	78%
Be Proud Intern.	231,816	13,965	217,851	6%
Chester Education	486,059	448,982	37,077	92%
DCIU	152,965	66,534	86,430	44%
EDSI	135,894	85,954	49,941	63%
Upper Darby Township	214,781	25,155	189,626	12%
TOTAL	1,397,188	777,849	619,339	56%
TANF EARN				
Business Interface	854,898	557,019	297,879	65%
EDSI	2,564,694	1,998,909	565,785	78%
TOTAL	3,419,592	2,555,928	863,664	75%

Resource Sharing CareerLink				
DCCC (CareerLink Administration)	230,092	139,830	90,262	61%
EDSI (CareerLink Administration)	273,984	221,589	52,395	81%
Kaylynn Hamilton (One Stop Operator)	60,000	44,690	15,310	74%
Maximum Security	57,000	42,075	14,925	74%
TOTAL	621,076	448,183	172,892	72%

Other				
Beasley Media Group	94,004	70,503	23,501	75%
TOTAL	94,004	70,503	23,501	75%

Competitive Grants Multi Year	Contracted Amount	Spent Year to Date	Balance	
Delaware County Chamber (BEP 9/1/24-6/30/26)	90,000	23,637	66,363	26%
Delaware County College (BEP 9/1/24-6/30/26)	30,000	0	30,000	0%
EDSI First Steps Prison (7/1/22-12/31/26)	1,499,999	875,533	624,466	58%
PERCH (EMS 3/1/24-9/30/25)	34,800	12,000	22,800	34%
Workforce Vet	400,000	23,145	376,855	6%
Workforce EMS	205,405	62,134	143,271	30%
TOTAL	2,260,204	996,450	1,263,754	44%

WIOA Allocation PY20-PY25

Year	Adult	Dislocated Worker	Youth	WIOA Total
PY 20	896,884	1,052,270	1,047,681	2,996,835
PY 21	1,227,197	1,287,318	1,297,267	3,811,782
PY 22	1,281,388	1,127,116	1,459,503	3,868,007
PY 23	1,447,836	1,765,400	1,640,965	4,854,201
PY 24	1,431,020	1,331,064	1,614,414	4,376,498
PY 25	1,320,834	1,251,275	1,464,455	4,036,564

DCWDB Program Year '25 Budget	WIOA Adult	WIOA Dislocated Worker	WIOA Youth	TANF Youth	EARN	Bussiness Education Partnership	**Rapid Response (Crozer)	Industry Partnership VETS	Industry Partnership EMS	***US Dept of Labor	****Apprenti ce	Total
Allocations	1,320,835	1,251,276	1,464,455	1,057,379	3,799,547	123,550	250,000	375,000	200,000	477,646	53,311	10,372,999
Administration Costs	132,083	125,128	146,446	105,738	287,296	0	0	0	0	0	0	796,691
Program Costs	150,000	100,000	100,000	50,000	301,352	0	0	0	0	0	0	701,352
Contracts, ITA's, OIT's Incumb	1,038,751	1,026,148	1,218,010	901,641	3,210,899	123,550	250,000	375,000	200,000	477,646	53,311	8,874,956
Received in PY 24 goes until September 2025												
*** Funds Received in PY 2022 goes until December 2025												
**** Funds Received in PY 2023 goes until June 2026												

Cost/Providers	CONTRACT #	Funding Source	Projected Balance as of 6/30/25	PY 25 Allocation	Contract Totals	Unexpended
		TANF				
	035243361		\$ 597,172.00	\$ 1,057,379.26		
Be Proud Intern					\$ 231,816.00	
Chester Educ.					\$ 510,801.43	
DCIU					\$ 168,818.32	
EDSI					\$ 135,894.00	
Upper Darby					\$ 214,756.01	
In House Cost					\$ 50,000.00	
Administration Cost					\$ 105,737.93	
		Total	\$ 597,172.00	\$ 1,057,379.26	\$ 1,417,823.69	\$ 236,727.57
		Adult				
PY24-2	035243011		\$ 633,629.34	\$ 1,320,834.74		
Buisness Interface					\$ 154,349.50	
DCCC Training					\$ 328,952.20	
DCLC					\$ 72,823.24	
EDSI Career Service					\$ 157,276.67	
EDSI Re-Entry					\$ 369,387.00	
ITA's					\$ 400,000.00	
OJT's					\$ 15,000.00	
RSAB					\$ 254,759.83	
In House Cost					\$ 150,000.00	
Administration Cost					\$ 132,083.47	
		TOTAL	\$ 633,629.34	\$ 1,320,834.74	\$ 2,034,631.90	\$ (80,167.82)
		Dislocated Worker				
PY 24-2	035244011		\$ 939,717.07	\$ 1,251,275.73		
Buisness Interface					\$ 154,349.50	
DCCC Training					\$ 328,952.20	
DCLC					\$ 72,823.24	
EDSI Career Service					\$ 134,840.00	
ITA's					\$ 400,000.00	
OJT's					\$ 15,000.00	
RSAB					\$ 166,147.71	
In House Cost					\$ 100,000.00	
Administration Cost					\$ 125,127.57	
		Total	\$ 939,717.07	\$ 1,251,275.73	\$ 1,497,240.22	\$ 693,752.59
		Youth				
PY24	035243301		\$ 850,000.00	\$ 1,464,455.16		
Chester Education					\$ 500,000.00	
CAA					\$ 381,277.00	
DCIU					\$ 472,119.00	
EDSI					\$ 574,490.00	
RSAB					\$ 132,918.17	
In House Cost					\$ 100,000.00	
Administration Cost					\$ 146,445.52	
		Total	\$ 850,000.00	\$ 1,464,455.16	\$ 2,307,249.69	\$ 7,205.47
		Total	\$ 3,020,518.41	\$ 5,093,944.89	\$ 7,256,945.50	\$ 857,517.80

Contractor Need Board Approval for these contracts for PY 25	Service	Amount Funding
WIOA Adult, and Dislocated Worker Funds		
Business InterFace, LLC	Career Services	308,879.00
Delaware County Literacy Council	Career Services - Immigrants & General	145,646.28
Delaware County Community College	Training	657,904.40
Educational Data System Inc.	Career Services	269,680.00
Educational Data System Inc.	Career Services - Reentry	369,387.00
WIOA Youth Funds		
Community Action Agency of Delaware County	Out-of-School Youth (WIOA)	381,277.00
Chester Education Foundation	Out-of-School Youth (WIOA)	500,000.00
Delaware County Intermediate Unit	Out-of-School Youth (WIOA)	472,119.00
Educational Data System Inc.	Out-of-School Youth (WIOA)	574,490.00
TANF Employment Advancement Retention Network		
Business InterFace, LLC	Career Services	854,898.08
Educational Data System Inc.	Career Services	2,064,694.00
TANF Youth Funds		
Chester Education Foundation	In-School Youth (TANF)	510,801.43
Delaware County Intermediate Unit	In-School Youth (TANF)	168,818.32
Educational Data System Inc.	In School Youth Program (TANF)	135,894.23
Administration/Program/Shared Funds		
Beasley Media Group	Website Development and Maintenance	
Delaware County Community College	PA Careerlink Administration	230,092.00
Educational Data System Inc.	Business Service Team, Employer Engagment	471,830.00
Educational Data System Inc.	PA Careerlink Administration	273,983.60
KayLynn Hamilton	One Stop Operator	60,000.00
Maximum Security	Pa Careerlink Security	
Total Amount (all funding streams) PY 25 for approval		8,450,394
Contracts That were approved prior but are in the total budget	Service	Contracted Amount
Rapid Response (Crozer)		
Beasley Media Group	Outreach	35,837.51
Educational Data System Inc.	Transition Center	208,162.49
Educational Data System Inc.	Job Fair	6,000.00
TANF Summer Youth Funds 1/1/25-12/31/25		
Be Proud Foundation	Local Intership Program	175,673.00
Upper Darby Police Department	Participant Leadership & Occupational Training	214,756.01
BEP Grant 9/1/24-6/30/26		
Delaware County Chamber	Oversite	65,000.00
Delaware County College	Summer Camp	35,000.00
Pathways Home Prision Grant 7/1/22-12/31/26		
EDSI First Steps Prision	First Step Program	477,646.00
EMS Grants 3/1/24-9/30/25		
PERCH	Participant Leadership & Occupational Training	87,225.00
Good Fellowship	EMS Training	20,400.00
Emergency Training Center	EMT Training	84,148.24
Vetrains Grants 4/1/24-11/30/26		
Delaware County Office Of Vetrainis Affairs	Oversite, Career Services, Supported Services	375,000.00
Total Amount (all funding streams)		1,409,848
Grand Total Amount (all funding streams)		9,860,243

DELAWARE COUNTY WORKFORCE DEVELOPMENT BOARD
GENERAL MEMBERSHIP MEETING
June 12, 2025
8:30 am at Delaware County Intermediate Unit- Morton

AGENDA

Call to Order/Pledge of Allegiance	Mr. Rick Durante
Roll Call	Ms. Cathy Baselice
Approval of March 2025 Minutes	Mr. Rick Durante
Remarks from County Council	Dr. Monica Taylor, Chair, Delaware County Council
Director's Report	Ms. Kate McGeever
<ul style="list-style-type: none">• Crozer• 2025-26 Budget Overview	
Chair's Report	Mr. Rick Durante
Treasurer's Report	Mr. John Sanchez
<ul style="list-style-type: none">• 2025-26 Budget- Vote needed	
Board Committee Reports	
<ul style="list-style-type: none">• Employer Services Committee Update◦ Business Services Procurement- Vote Needed• Youth Committee Update◦ ITA Policy Update- Vote Needed• Planning Committee Update◦ WIOA Regional and Local Plan 2025-28- Vote Needed• Service Delivery Committee Update	Mr. Eric Bennug Ms. Cathy Cardillo Mr. Bill Tyson Mr. Bill Adams
PA CareerLink® Report	Mr. Darrell Thompson Ms. Melinda Hines
Adjournment	