

**DELAWARE COUNTY WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING**

Thursday, September 3, 2026 @8am

8:00 am via Teams

Agenda

Minutes from Thursday, June 4, 2026 Executive Committee Meeting

Director's Update:

- Replacement for Steve Butz
- PY25 WIOA Performance
- Board Votes Needed:
 - PY26 contracts:
 - Business Interface \$50,000 for 6-month follow-up
 - BEP to Chamber \$135,000 for 24 months of employer events
 - VEP to EDSI \$70,000 for 9.5 months of career advisor
 - Documents:
 - PY26 Limited English Proficiency Plan
 - PY26 Policy Manual

Treasurer's Update:

- PY25 Budget Final

Committee Reports:

- Employer Services
- Youth
- Planning
- Service Delivery
 - Vote on WIOA Performance Negotiations

Preview September Board Agenda

2026 Executive Committee Meeting Dates

Thursday, December 3, 2026 @ 8am

Executive Committee Meeting Minutes

June 4, 2026 (via Teams)

Members: Rick Durante, Bill Adams, Cathy J. Cardillo, John Sanchez, Bill Tyson

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

Welcome: The meeting was called to order at 8:03am

Approval of Minutes:

- Rick Durante requested a motion to approve the meeting minutes from March 6, 2026. Bill Adams made a motion; Cathy Cardillo seconded – all in favor.

Director's Update/Kate McGeever:

- PY26 Budget will be reduced.
 - The causes of the reduction include aggressive PY25 investments leaving reduced carryforward funds, reduction in PY26 WIOA allocations, and few competitive grant opportunities under the current federal administration.
 - PY26 reductions are largest in WIOA youth, outreach, and business services. WIOA Adult and Dislocated Worker, as well as PA CareerLink® operations, were also reduced. TANF in-school youth remained stable due to PY25 carryforward funds.
 - Looking ahead to PY27, youth programs will be procured in spring of 2027. Contracts will be awarded based on PY27 funding, which may be reduced again.
- WIOA Adult and Dislocated Worker Career Services Procurement
 - Five bids were received and evaluated. EDSI is recommended for the contract at \$400,000 per year.

Treasurer's Update/John Sanchez:

- Staff did a good job under the current conditions to produce a balanced budget.
- The reality is lower resources going into upcoming years.
- Treasurer will recommend that the full board approve the contracts.

Committee Reports:

- **Employer Services/Kate McGeever as sub:**
 - At the committee meeting, a new non-member brought good conversations and thoughts to gaps between what employers are looking for and what job seekers have.
- **Youth/Cathy Cardillo:**
 - Recent meeting was energetic and filled with positivity. Highlighting opportunities and the plan for the youth committee will be shared at the full board meeting.
- **Planning/Bill Tyson:**
 - No update to report currently; meeting scheduled for June 8.
- **Service Delivery/Bill Adams:**

- Reviewed at their June 1st meeting, Jenn Kacimi provided a data review update, looking for more opportunities for workers and Mike Dopkin discussed the lighter foot traffic at PACL local centers.

Closing Comments:

- Policies need to be updated.
- Laura Goodrich Cairns to provide an update on the Greater Philadelphia Growth Partnership at the board meeting.
- Agenda for June 11 meeting was reviewed and approved for use.

Meeting Adjourned: Cathy Cardillo motioned to adjourn at 8:36am; Bill Adams seconded – all in favor.

Minutes submitted: *Cathy Baselice*

Select LWIB

Area 1 Delaware

Area 2 Statewide

WIOA Title I Performance Outcomes

4th Quarter PY 2025 Program Year-to-Date Results

Delaware

	Adult				Dislocated Worker				Youth				Effectiveness in Serving Employers				Average Indicator Score
	Numerator	Actual	Negotiate	% of Goal	Numerator	Actual	Negotiate	% of Goal	Numerator	Actual	Negotiate	% of Goal	Numerator	Actual	Negotiate	% of Goal	
	Denominator	Performance	d Goal	Achieved	Denominator	Performance	d Goal	Achieved	Denominator	Performance	d Goal	Achieved	Denominator	Performance	d Goal	Achieved	
Employment Rate (2nd Quarter)	141 218	64.7%	69.0%	93.8%	56 77	72.7%	79.0%	92.0%	46 57	80.7%	72.0%	112.1%					99.3%
Employment Rate (4th Quarter)	137 226	60.6%	65.0%	93.2%	49 65	75.4%	78.0%	96.7%	43 64	67.2%	69.0%	97.4%					95.8%
Median Earnings (2nd Quarter)	-	\$6,345	\$6,000	105.7%	-	\$13,106	\$10,500	124.8%	-	\$3,767	\$3,500	107.6%					112.7%
Credential Attainment Rate	28 35	80.0%	80.0%	100.0%	15 26	57.7%	80.0%	72.1%	8 19	42.1%	45.0%	93.6%					88.6%
Measurable Skill Gains	71 82	86.6%	56.0%	154.6%	75 78	96.2%	43.0%	223.7%	38 43	88.4%	30.0%	294.7%					224.3%
Effectiveness in serving Employers													148 251	59.0%	NA	NA	NA
Average Program Score	109.5%				121.9%				141.1%								!

Statewide

	Adult				Dislocated Worker				Youth				Effectiveness in serving Employers				Average Indicator Score
	Numerator	Actual	Negotiate	% of Goal	Numerator	Actual	Negotiate	% of Goal	Numerator	Actual	Negotiate	% of Goal	Numerator	Actual	Negotiate	% of Goal	
	Denominator	Performance	d Goal	Achieved	Denominator	Performance	d Goal	Achieved	Denominator	Performance	d Goal	Achieved	Denominator	Performance	d Goal	Achieved	
Employment Rate (2nd Quarter)	4,487 6,036	74.3%	77.5%	95.9%	1,782 2,198	81.1%	81.0%	100.1%	2,030 2,871	70.7%	71.0%	99.6%					98.5%
Employment Rate (4th Quarter)	4,706 6,413	73.4%	76.0%	96.6%	1,852 2,302	80.5%	81.0%	99.4%	2,193 3,051	71.9%	68.5%	105.0%					100.3%
Median Earnings (2nd Quarter)	-	\$8,404	\$8,100	103.8%	-	\$10,628	\$10,100	105.2%	-	\$5,050	\$4,500	112.2%					107.1%
Credential Attainment Rate	1,508 2,274	66.3%	72.0%	92.1%	690 885	78.0%	75.0%	104.0%	1,287 1,911	67.3%	66.5%	101.2%					99.1%
Measurable Skill Gains	1,850 2,415	76.6%	65.0%	117.8%	878 1,081	81.2%	60.0%	135.3%	1,578 2,043	77.2%	65.0%	118.8%					124.0%
Effectiveness in serving Employers													26,174 37,357	70.1%	NA	NA	NA
Average Program Score	101.2%				108.8%				107.3%								✓

Board Approved PY 2026 Budget

Delaware County Statement of Activities	PY25 Projected May 2026	PY25 Actual Aug 2026	difference	Board Approved PY 2026	PY26 Revised	NOTES
PY 22 Carry-over	\$ 565,708	\$ 619,019	\$ 53,311	\$ 111,166	\$ 127,898	PY22 Carryforward missed ABA grant
PY 23 Carry-over	\$ 207,796	\$ 207,796	\$ -	\$ 115,455	\$ 115,455	
PY 24 Carry-over	\$ 3,482,604	\$ 3,643,387	\$ 160,783	\$ 268,945	\$ 240,992	PY24 Carryforward missed Crozer RR
PY 25 Carry-over				\$ 1,319,636	\$ 1,346,498	
WIOA Formula Funds (Title I)	\$ 4,036,566	\$ 4,036,566	\$ -	\$ 3,392,463	\$ 3,392,463	
TANF Youth	\$ 1,075,506	\$ 1,075,506	\$ -	\$ 845,958	\$ 845,958	
EARN	\$ 3,220,363	\$ 3,264,796	\$ 44,433	\$ 3,264,796	\$ 3,264,796	Understated EARN PY26 Allocation
Deobligation Crozer RR and ABA	\$ (57,543)	\$ (57,543)				
TOTAL REVENUE	\$ 12,531,000	\$ 12,789,527	\$ 258,527	\$ 9,318,419	\$ 9,334,060	
INTERNAL	PY25 Projected	PY25 Actual	difference	PY2026		
Board Operations	\$ 1,018,864	\$ 973,237	\$ 45,627	\$ 855,803	\$ 855,803	
DCWDB Portion of PA CareerLink Operating Bu	\$ 500,000	\$ 385,302	\$ 114,698	\$ 410,305	\$ 410,305	
SUBCONTRACTED			\$ -			
WIOA Adult/DW Services	\$ 1,208,040	\$ 1,603,161	\$ (395,121)	\$ 952,640	\$ 952,640	PY25 ADW Q4 expenses surged
WIOA Out-of-School Youth Services	\$ 1,600,000	\$ 1,544,352	\$ 55,648	\$ 1,233,846	\$ 1,233,846	
TANF Youth Services	\$ 1,150,096	\$ 1,104,958	\$ 45,138	\$ 1,418,694	\$ 1,321,959	Original budget included full year cost of summer youth programs rather than 6 remaining months
EARN	\$ 3,220,363	\$ 2,737,431	\$ 482,932	\$ 2,919,554	\$ 2,919,554	
Shared outreach	\$ 122,804	\$ 112,804	\$ 10,000	\$ 78,594	\$ 78,594	
Shared business services	\$ 400,000	\$ 424,000	\$ (24,000)	\$ 301,971	\$ 301,971	
Cost of ITA/OJTs	\$ 473,377	\$ 720,010	\$ (246,633)	\$ 300,000	\$ 300,000	
Grants	\$ 1,022,254	\$ 1,033,477	\$ (11,223)	\$ 495,566	\$ 484,334	PY25 spending exceeded projection, leaving slightly less for PY26
TOTAL EXPENSES	\$ 10,715,798	\$ 10,638,730	\$ 77,068	\$ 8,966,973	\$ 8,859,006	
Unspent EARN cannot Carry Forward	\$ -	\$ 319,954				
Projected Carry Forward	\$ 1,815,202	\$ 1,830,843		\$ 351,446	\$ 475,054	
TOTAL EXPENSES AND CARRYOVER	\$ 12,531,000	\$ 12,789,527		\$ 9,318,419	\$ 9,334,060	

DELAWARE COUNTY WORKFORCE DEVELOPMENT BOARD
GENERAL MEMBERSHIP MEETING
September 10, 2026
8:30 am at Delaware County Offices
2 West Baltimore Ave, Suite 210, Media

AGENDA

Call to Order/Pledge of Allegiance	Mr. Rick Durante
Roll Call	Ms. Cathy Baselice
Approval of June 2025 Minutes	Mr. Rick Durante
Remarks from County Council	Dr. Monica Taylor, Chair, Delaware County Council
Director's Report	Ms. Kate McGeever
• Board Votes Needed: • PY26 contracts: ○ Business Interface \$50,000 for 6-month follow-up ○ BEP to Chamber \$135,000 for 24 months of employer events ○ VEP to EDSI \$70,000 for 9.5 months of career advisor • Documents: ○ PY26 Limited English Proficiency Plan ○ PY26 Policy Manual • Trends in TANF/SNAP	
	Ms. Makeda Hudson
Chair's Report	Mr. Rick Durante
Treasurer's Report	Mr. John Sanchez
• PY25 Final Budget	
Board Committee Reports	
• Business Services Committee Update	Mr. Eric Bennug
• Youth Committee Update	Ms. Cathy Cardillo
• Planning Committee Update	Mr. Bill Tyson
• Service Delivery Committee Update ○ Vote on WIOA Performance Negotiations	Mr. Bill Adams
PA CareerLink® Report	Ms. KayLynn Hamilton Ms. Melinda Hines Mr. Darrell Thompson
Adjournment	