

# PARTNER WORK

The Workforce Development Board for the Pittsburgh Area



*Building a thriving workforce for the Pittsburgh region.*

Board of Directors' Briefing Book

**J u n e 2 8 , 2 0 2 4**



David J. Malone  
*Chair*



**Acklin, Kevin**  
President of Business Operations  
Pittsburgh Penguins

**Allen, Will**  
Managing Partner  
Magrac Ventures

**Barcaskey, Rich**  
Executive Director  
Constructors Association of  
Western PA

**Bullock, Dr. Quintin**  
President,  
Community College of Allegheny  
County

**Caplan, Debra**  
Executive in Residence  
The Forbes Funds

**Casoli, Rich**  
President  
Beemac Trucking

**Coplan, David A.**  
Executive Director  
Human Services Center Mon Valley

**Dalton, Erin**  
Director  
Allegheny County DHS

**Dozier, Clarence**  
Vice President, Safety,  
Sustainability, and Fleet  
Maintenance  
FedEx

**Ellsworth, Laura**  
*Partner4Work Vice Chair*  
Partner in-Charge of Global  
Community Service  
Jones Day

**Gittlen, Ike**  
Representative  
United Steelworkers

**Gonzalez, Gabriella**  
Program Officer  
Richard King Mellon Foundation

**Harris, Carey**  
Chief Executive Officer  
Literacy Pittsburgh

**Holt, Tim**  
Vice President, Human Resources  
UPMC Insurance Services Division

**Houser, Crystal**  
Director, PA Dept. of Labor &  
Industry  
Bureau of Workforce Partnerships  
and Operations

**Huey, Terry**  
Acting Director  
Office of Vocational Rehabilitation

**Kelly, Darrin**  
*Partner4Work Secretary* President  
Allegheny/Fayette Central Labor  
Council, AFL-CIO

**LaVallee, Dan**  
Senior Director, Social Impact  
UPMC Health Plan

**Massaro, Steve**  
*Partner4Work Treasurer* President  
Massaro Construction Group

**McEvelly, Katherine**  
US Head of Human Resource, Vice  
President  
Covestro

**McLaughlin, Caitlin**  
Chief People Person  
LaFayette Square

**Nobers, Jeff**  
Executive Director  
Builders Guild of Western PA

**Rendulic, Mark**  
Market President  
Citizens Bank

**Stewart, Joshua**  
Senior Vice President, Head of  
Talent Acquisition and  
Outreach PNC

**Thomas, John**  
Chief Financial Officer  
ECHO Realty

**Washington, Dr. Nancy**  
Director, Allegheny Housing  
Rehabilitation Corporation

**Williamson, Sam**  
Chair  
Urban Redevelopment Authority  
Western PA Area Leader, 32BJ  
Service Employees International  
Union

**Wheatley, Jake**  
Chief of Staff  
Mayor Ed Gainey

# PARTNER4WORK BRIEFING BOOK

June 28, 2024

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## Partner4Work Board of Directors' Meeting 8:30 to 10 a.m. June 28, 2024

**Via Zoom:** <https://us02web.zoom.us/j/84429276309?pwd=TFVDD2tiMitZenl6VVF1bS9OdnVHZz09>  
PA CareerLink, 914 Penn Avenue, Sixth Floor, Pittsburgh PA 15222

**1. Welcome and roll call**

*David Malone, Chair*

**2. General Business – Consent Agenda**

**ACTION:**

- **Approve** minutes from the March 29, 2024, Board Meeting
- **Approve** minutes from the March 15, 2024, Executive Committee, and June 14, 2024 Executive Committee summary
- **Accept** all funds since the last Board meeting
  - \$308,610 Pennsylvania National Health Emergency Dislocated Worker Grant
  - \$125,000 from JP Morgan Chase for Learn & Earn
  - \$29,000 from the Taco Bell Foundation for Learn & Earn
  - \$60,000 from Bank of America for Learn & Earn
  - \$10,000 from Snee-Reinhardt Charitable Foundation for Learn & Earn
  - \$8,000 from Citizens Bank for Learn & Earn

○ **Approve** contracts

**Green Infrastructure**

FortyX80, Inc	\$300,000
German American Chamber of Commerce	\$300,000
Dynamic Workforce Solutions	\$75,000
Tri-County WDB	\$75,000
Southwest Corner WDB	\$75,000
Westmoreland Fayette WDB	\$75,000

**Learn & Earn**

Allegheny County DHS (Braddock Youth)	\$50,225
Bloomfield Garfield Corp	\$25,832

**Intro to the Trades**

Pittsburgh Gateways Corporation	\$315,000
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**Training and Culture (PA CareerLink)**

Prodigy Advisors, LLC	\$3,800
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**CareerLink East (Relocation)**

A Shannon Construction	\$52,038
South Hills Movers, Inc.	\$13,329

**Adult Education Services**

Literacy Pittsburgh	\$80,000
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**Transportation Assistance**

Traveler's Aid	\$385,000
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**Language Services**

Global Wordsmiths	\$25,000
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**EARN**

Goodwill	\$550,000
D B Grant Associates, Inc.	\$1,700,000

# PARTNER WORK

The Workforce Development Board for the Pittsburgh Area

Educational Data Systems, Inc.	\$1,500,000
<b>WorkReady</b>	
Travelers Aid	\$135,000
Goodwill	\$100,000
D B Grant Associates, Inc.	\$400,000
Educational Data Systems, Inc.	\$700,000
<b>WIOA Adult/Dislocated Worker</b>	
Dynamic Workforce Solutions	\$2,500,000
<b>WIOA Adult</b>	
Goodwill	\$350,000
<b>WIOA Dislocated Worker</b>	
Jewish Family and Community Services	\$120,000
<b>One-Stop Operator</b>	
Equus	\$600,000
<b>BankWork\$</b>	
Energy Innovation Center	\$275,000

- **Approve** policy revisions, including the new One-Stop Operator Firewall Policy and Lease Threshold Accounting Policy (full policies are included as attachment A)
- **Approve** revisions to the employee handbook changes to include language around a recovery-friendly workplace and parental leave (Handbook included as attachment B)

### 3. Committee Reports

#### a. Audit/Finance

*Steve Massaro, Treasurer*

##### i. Approve the 2024-2025 Budget

#### b. Program Optimization Committee

*Cat McLaughlin, Chair*

##### i. Approve the Industry Recognized Training Program Contracts

1. Boys & Girls Clubs of Western Pennsylvania	\$134,485
2. German American Chamber of Commerce	\$60,000
3. New Century Careers	\$105,000
4. Community Kitchen Pittsburgh	\$75,000
5. Per Scholas, Inc.	\$75,000
6. Phase 4 Learning Center, Inc.	\$75,345
7. A Philip Randolph Institute	\$210,000
8. Trade Institute of Pittsburgh	\$84,000
9. UPMC Center for High-Value Health Care	\$250,000

#### c. Youth Program Committee

*Deb Caplan, Chair*

##### i. Approve the 2024-2025 Year-Round Contracts

##### WIOA Youth

1. Auberle	\$550,000
2. Goodwill	\$276,000
3. Phase4	\$1,820,000
4. Pittsburgh Public Schools	\$184,000
5. Trade Institute of Pittsburgh	\$300,000

# PARTNER WORK

The Workforce Development Board for the Pittsburgh Area

## TANF

6. Auberle	\$100,000
7. Bloomfield Garfield Corp.	\$171,000
8. Boys & Girls Club	\$150,000
9. City Charter	\$61,000
10. Community Empowerment Association	\$80,000
11. Crossroads	\$80,000
12. Goodwill	\$98,000
13. Human Services Center Corp.	\$518,000
14. Jewish Family and Community Services	\$100,000
15. Latino Community Center	\$80,000
16. Neighborhood Learning Alliance	\$262,000
17. Youth Enrichment Services	\$300,000

- 4. Recap of the Allegheny County Anchor Re-Entry Coalition Summit** *Dr. Carl Wesley, CPO*
- 5. Title I presentation** *Terri Leisten and Kiara Higgins  
Dynamic Workforce Solutions*
- 6. WIOA Reauthorization** *Dillon Moore,  
Senior Director of Policy & Data*
- 7. CEO's report** *Robert Cherry*
- 8. Other Board Business**
- 9. Open Forum and Public Comment**  
*Speakers are limited to three (3) minutes*
- 10. Adjournment**

## **MEETING MATERIALS**

**Minutes of Partner4Work Board of Directors' Meeting**

8:30 a.m. March 29, 2024

VIA ZOOM

**Board Members Present**

Allen, Will  
Barcaskey, Rich  
Bullock, Dr. Quintin  
Caplan, Debra  
Casoli, Rich  
Coplan, Dave  
Dalton, Erin  
Dozier, Clarence  
Ellsworth, Laura  
Harris, Carey  
Houser, Crystal  
Huey, Terry  
LaVallee, Dan  
Malone, David  
Massaro, Steve  
McLaughlin, Cat  
Stewart, Josh  
Washington, Dr. Nancy  
Williamson, Sam

**Board Members Absent**

Acklin, Kevin  
Gittlen, Ike  
Gonzalez, Gaby  
Holt, Tim  
Kelly, Darrin  
McEvelly, Katherine  
Nobers, Jeff  
Rendulic, Mark  
Thomas, John  
Wheatley, Jake

**Guests Present**

Dick, Jeff (L&I)  
Ferguson-Williams, MaryBeth (L&I)  
Higgins, Kiara (Dynamic Workforce Solutions)  
Jutca, Alex (Allegheny County DHS)  
Kovak, Brian (Carnegie Mellon University)  
Lampman, Chester (Labor & Industry)  
Leisten, Terri (Dynamic Workforce Solutions)

**Staff Present**

Cherry, Rob  
Kramer, Kristin  
Kreit, Brian  
Pajewski, Jennifer  
Puskar, Susie  
Wesley, Dr. Carl



## **Board Meeting Minutes**

Chair Malone called the meeting to order at 8:32 a.m., announced a quorum present. A link to the agenda was posted in the chat.

- Staff, board members, and guests were asked to acknowledge their participation in the chat feature.

## **CONSENT AGENDA**

**No one wished to discuss any item in more detail for separate treatment.**

### **ACTION:**

- **Approve** minutes from the December 15, 2023, Board Meeting
- **Approve** the Department of Labor Green Infrastructure Program Policy (summary on page , full document included as Attachment A)
- **Approve contracts:**
  - **Business Education Partnership**
    - Parkway Way Career and Technology Center \$3,666
    - Steel Center Career and Technology Center \$3,666
    - Forbes Road Career and Technology Center \$3,666
- **Acknowledge** the activities taken by the Executive Committee since the last Board meeting
- **Approve** minutes from the December 4, 2023, Executive Session of the Executive Committee
- **Acknowledge** the E-vote taken on Feb. 15, 2023, to authorize the transfer of \$1 million from City Dislocated Worker to City Adult and \$800,000 from County Dislocated Worker to County Adult.
- **Accept** all funds since the last Executive Committee meeting
  - \$200,000 from the National Fund for Workforce Solutions to support direct care workers in early childhood education
  - \$250,000 from the Department of Labor and Industry for the construction industry partnership
  - \$1 million from UPMC Health Plan for the direct care worker project (two-year grant)
- **Approve** contracts
  - Learn & Earn Application Support Centers**
  - Auberle \$8,000
  - Carnegie Library of Pittsburgh \$8,000
  - Youth Enrichment Services, Inc. \$8,000
  - Boy's & Girls Clubs of Western Pennsylvania \$8,000
  - Bloomfield Garfield Corporations \$8,000
  - Goodwill of Southwestern PA \$8,000
  - Phase 4 Learning Center, Inc. \$8,000
  - Learn & Earn Corporate**
  - Phase 4 Learning Center, Inc. \$347,600
  - Learn & Earn**
  - Bloomfield-Garfield Corporation \$252,900
  - Auberle \$238,850
  - Jewish Family & Community Services \$126,450
  - Boys & Girls Clubs of Western PA \$224,800

Brookline Teen Outreach	\$56,200
The Center that CARES	\$140,500
CISPAC	\$98,350
Community Empowerment Association	\$98,350
Dynamic Workforce Solutions	\$140,500
Goodwill of Southwestern PA	\$379,350
Homewood Children's Village	\$323,150
Latino Community Center	\$42,150
Legacy Arts Project	\$140,500
Main ST	\$70,250
Neighborhood Learning Alliance	\$238,850
Phase 4 Learning Center, Inc.	\$449,500
Pittsburgh Public Schools	\$70,250
Student Conservations Association	\$140,500
Youth Enrichment Services	\$323,150
Sarah Heinz House	\$84,300
Homeless Children's Education Fund	\$56,200
<b>Customized Job Training</b>	
Cranberry Place	\$41,523
Canterbury Place	\$83,046
UPMC Presbyterian Shadyside	\$60,000
J A Sauer Co	\$20,000
J A Sauer Co	\$1,686
<b>Photovoltaic (Clean Energy)</b>	
Community College of Allegheny County	\$17,985
<b>Bedford Dwellings (Choice Neighborhoods Initiative)</b>	
Dynamic Workforce Solutions	\$70,000
<b>Industry-Recognized Training Pipeline (IRTP)</b>	
FortyX80, Inc.	\$600,000
<b>Occupational Training (construction)</b>	
Pittsburgh Gateways	\$140,000
<b>CareerLink East (Relocation)</b>	
CBRE, Inc.	\$28,903

**The consent agenda was approved on a motion by Dave Coplan, seconded by Steve Massaro. Deb Caplan and Dan LaValle abstained from the UPMC contract vote; Dr. Quintin Bullock abstained from the CCAC contract vote.**

**Presentation and Discussion with Allegheny County Department of Human Services and Carnegie Mellon University (Full PowerPoint Attachment C)**

Alex Jutca of the Allegheny County Department of Human Services and Brian Kovak of Carnegie Mellon University presented workforce initiatives, particularly around justice-involved individuals. (slides to follow) Topics included:

- Initiatives to address workforce challenges through job matching tools, behavioral health services, and addressing subsidy underutilization.

- Mr. Jutca detailed a job matching tool partnered with universities to better connect job seekers with opportunities. DHS aims to serve 700 individuals with cognitive behavioral therapy to reduce recidivism and increase employment through wraparound reentry support.
- Research showed that subsidies like wage insurance and limited background checks significantly increased employers' willingness to hire those with criminal histories. DHS and partners seek to reduce administrative burdens that limit the uptake of underutilized tax credits and bonding programs.

Discussion included:

- Cognitive behavioral training
- Connecting CMU students to incarcerated individuals
- Connecting DHS to the work of the state workforce board committee on re-entry
- Opportunities to increase the accessibility to Work Opportunity Tax Credits, particularly for small and mid-sized businesses
- Under enrollment of programs
- Other barriers to employment, including transportation and childcare

## **CEO's Report**

Rob Cherry presented the following in his report:

- The closing plenary of the National Association of Workforce Boards highlighted the Biden Administration's Investing in America agenda to create equitable pathways to good jobs in communities. It focused on the efforts of the Pittsburgh Workforce Hub.
- Darrin Kelly, Felicity Williams of the City, and Rachel Mauer of the German American Chamber, also participated in the panel.
- Partner4Work (P4W) nominated the Airport Authority for the W.O. Lawton Award for business innovation for its PIT2Work training program at the terminal project.
- Samantha Ervin-Upsher, an apprentice with the United Brotherhood of Carpenters and graduate of the Trade Institute of Pittsburgh, attended the State of the Union Address as a First Lady Jill Biden guest.
- Because of local successes in apprenticeship, Labor & Industry and the Apprenticeship and Training Office held its inaugural apprenticeship awards at the Carpenters Training Center in Robinson. P4W hosted the event.
- Susie Puskar joined the steelworkers, Summer Lee, Department of Labor Women's Bureau, the Pennsylvania AFL-CIO, Labor and Industry, Mayor's Office, and union workers to discuss the need for a robust supportive service network to ensure women have access to reliable childcare, early career exposure to jobs in manufacturing and construction, and ways that employers can support women in the workplace.
- In late 2023, P4W received funding from RK Mellon to support a Film Industry Partnership pilot. Partner4Work has engaged partners, including the film office, unions, and the production company, to build the local talent pipeline and understand the project's economic impact. Filming for the first production is expected to start in September.
- P4W will participate in various workshops and panels during the Pennsylvania Workforce Development Association's Next Generation Youth Workforce Summit next week and a Pittsburgh Business Times panel will be held in early April to discuss ways to build equitable career pathways in the region.
- P4W's Bonny Yeager recently presented to more than 400 workforce professionals through Workforce GPS, DOL's Technical Assistance training platform. Bonny presented on the job quality work Partner4Work has undertaken, with a focus on the tools and frameworks we've developed to help employers improve job quality.
- Other upcoming events include the Annual ACAR Re-entry Summit at CCAC later this month, where we will bring Chef Jeff Henderson, a best-selling author, entrepreneur, and motivational speaker, to give the keynote address.
- In addition to being named Chair of Acting Secretary of Labor Julie Su's Advisory Committee on Apprenticeship, Mr. Cherry announced that he was appointed to the Warhol Board.
- Implementing the entrepreneurial operating system (EOS) to grow the organization and achieve the three-year strategic plan determined by the board in December 2022 resulted in Susie Puskar's promotion to Chief Operating Officer.
- Brian Kreit has been promoted to the leadership team as Chief Compliance, Policy, and Data Officer. His promotion was also effective in January.

## **OTHER BOARD BUSINESS**

Deb Caplan discussed Learn & Earn 2024, the 10<sup>th</sup> program year.

In late February, the city hosted a corporate breakfast attended by about 30 partners including the Pittsburgh Pirates, Carnegie Museums, and Steelers. On March 1, the application period opened with a press conference at the City-County Building Portico. About 1,000 applications had been started in the system.

Ms. Caplan thanked board members committed to hosting interns this year—the City, the County, UPMC, Jones Day, and Penguins. I’m pleased to share that we have new organizations, such as the Pittsburgh Pirates, Power Recovery, and the Pittsburgh CLO, on board for 2024. She asked Board members interested in participating to connect with Carl Wesley or her.

**PUBLIC COMMENT**

**There was no public comment; and the meeting was adjourned at 9:52 a.m.**

## **Executive Committee Minutes from March 15, 2024**

Via Zoom

Attending: Belechak, Caplan, Dalton, Malone, McLaughlin

Absent: Ellsworth, Kelly, Wheatley

Staff: Cherry, Kramer, Kreit, Pajewski, Puskar, Wesley

The meeting was called to order at 8:32 a.m.

### **Consent Agenda**

Consent agenda items included approval of minutes, accepting funds, and approving contracts.

**On a motion by Cat McLaughlin, seconded by Steve Massaro, the consent agenda was approved as presented. Deb Caplan abstained; there were no objections.**

### **Financial Report and Dashboard Review**

Kristin Kramer presented the financial dashboard, showing healthy cash levels, accounts receivable turnover, and expenses on track. Discussion focused on ensuring staff take allotted vacation time for well-being and preventing liability.

### **Youth and Learn & Earn Updates**

Debra Caplan reported on full youth program enrollment and new initiatives to foster provider collaboration, refine work-based learning, and connect youth to priority industries. Plans were discussed to strengthen the youth employment system and launch an online career tool.

### **Program Optimization Updates**

Cat McLaughlin discussed the open Industry Recognized Training Program procurement. Eighteen proposals were received in industries including construction, financial services, healthcare, IT, and others. Proposals will be scored with contract implementation July 1.

### **Workforce Hub Updates and Initiatives**

Rob Cherry outlined Partner4Work's expanding role through state and national leadership appointments and presentations. New funding will support direct care workers while film industry partnerships aim to build career pathways in the creative economy.

### **Entrepreneurial Operating System Implementation**

Rob explained how the EOS process structure aims to better organize work through shared goals and accountability. Susie Puskar's promotion to COO formalizes her integrator role in driving alignment across expanding initiatives.

### **Reentry Initiatives and Partnerships**

Plans were discussed to engage local reentry populations through employer partnerships and skills training. Partner4Work will work with shelters to develop warm handoffs and job resources for stabilized clients seeking workforce reconnection.

There was no public comment.

**The meeting adjourned at 9:54 a.m.**

## **Executive Committee Summary from June 14, 2024**

Via Zoom

Attending: Caplan, Ellsworth, Malone, Massaro

Absent: Belechak, Dalton, Kelly, McLaughlin, Wheatley

Staff: Cherry, Kramer, Kreit, Pajewski, Puskar, Wesley

The meeting was called to order at 8:40 a.m. **A quorum was not present; no actions were taken.**

### **Discussion items:**

- The proposed \$31 million budget for program year 2024-2025 represents a \$600,000 increase from the prior year. Highlights:
  - A slight reduction in WIOA cluster funding offset by increases in sector strategies and priority populations funding
  - A \$651,000 increase in salaries and wages, primarily due to a 4% annual increase and the addition of 7 new staff positions
  - A \$45,000 increase in management and general expenses for a website redesign project.
- Contract recommendations for program year 2024 year-round youth services. Contract recommendations aim to reward positive performance, encourage innovation, and integrate services across the network. Three providers will not be offered contracts due to performance issues.
- Learn & Earn anticipates placing around 1,100 young people, a slight reduction from prior years due to the need to "right-size" the program after the wage increase approved in 2020.
- The state released a revised Governance Policy on June 10 that would allow Partner4Work's Executive Committee to continue to vote on behalf of the full board. Partner4Work will review the revised policy and provide a full report on changes in the fall.
- The mayor's office recommendation of six members for Board appointment: Marisol Valentin from McAuley Ministries, Jmar Bey from South Hilltop Men's Group, Steve Mazza from the Carpenters, Nadyli Nunez of Ascender, Mamar Gelaye from Amazon, and Tina Daniels of Concrete Rose Construction. Following the formal appointment, a formal board orientation will be scheduled.
- The slate of Industry-Recognized Training Programs includes more than \$1.5 million in funding for training in healthcare, construction, manufacturing, IT and culinary industries.
- The US Department of Labor's Advisory Council on Apprenticeship, is working on expanding registered apprenticeships nationally. The council recently visited German and Swiss companies to learn about their dual apprenticeship systems.
- Participation in numerous local and national workforce development forums and conferences.
- Partner4Work's lead role in a workforce development guide for the Pittsburgh Business Times, set to publish in August.

**Executive Committee members adjourned for an Executive Session to discuss a personnel matter at 9:43 a.m.**

**The public session resumed at 9:51 a.m., with no public comment. The meeting adjourned at 9:52 a.m.**

## Partner4Work Policy Changes for Board Approval

June 2024

To ensure alignment with WIOA and additional state and federal requirements, Partner4Work must develop program policies that guide how P4W-funded Adult, Dislocated Worker, and Youth services are delivered in Pittsburgh and Allegheny County. In addition, fiscal and administrative policies, as well as programmatic policies, must be voted on and approved by the Partner4Work Board of Directors prior to local implementation. Partner4Work has drafted the following for approval from the Board:

Policy	Updates
<p><b>WIOA Youth Supportive Services Policy</b></p> <p><b>WIOA Adult &amp; Dislocated Worker Supportive Services Policy</b></p>	<p><b>Policy Purpose:</b> The purpose of this policy is to articulate how supportive service dollars are permitted to be provided to participants of the WIOA Youth, Adult, and Dislocated Worker programs.</p> <p><b>Recommended Changes for Board Approval (June 2024):</b> Partner4Work staff recommend the following changes be made to WIOA-funded supportive service policies:</p> <ul style="list-style-type: none"> <li>● Revise policy to restructure supportive service gas card distribution determined by mileage traveled to and from work or training at the established federal rate.</li> <li>● Raise the weekly allowance of gas cards to \$75 from the \$60 cap for qualifying participants.</li> <li>● Add childcare category to list of supportive services to align with DOL Green Infrastructure.</li> <li>● Add section to establish disallowed supportive service categories.</li> <li>● Add section to establish service codes for undefined supportive service categories in CWDS.</li> </ul>
<p><b>WIOA Youth Eligibility Policy</b></p>	<p><b>Policy Purpose:</b> The purpose of this policy is to outline program eligibility and document verification requirements for enrollment in WIOA Youth program services.</p> <p><b>Recommended Changes for Board Approval (June 2024):</b></p> <ul style="list-style-type: none"> <li>● Revise the Self-Certification/Self-Attestation section to align with federal and state guidance on the use of self-attestation/self-certification for WIOA Youth participants. Last resort language will be removed, and the policy will be updated to clarify that self-attestation may be used to verify WIOA Title I eligibility when individuals cannot provide other verification sources without causing undue hardship. The following criteria for which self-attestation may be used will be added in alignment with state and federal policy: Date of Birth, Low Income, and Individual with a Disability.</li> <li>● Revise the definition of “attending school” to reflect changes set forth by the PA Department of Labor &amp; Industry’s recent workforce system policy: Youth Eligibility Definitions.</li> <li>● Add additional language under the “not attending any school” definition to clarify the inclusion of youth within compulsory school age, who have not attended school for at least the most recent complete school year calendar quarter.</li> </ul>
<p><b>TANF YDP Eligibility Policy</b></p>	<p><b>Policy Purpose:</b> The purpose of this policy is to outline program eligibility and document verification requirements for enrollment in TANF YDP program services.</p> <p><b>Recommended Changes for Board Approval (June 2024):</b></p> <ul style="list-style-type: none"> <li>● Update the definition of “not attending any school” to reflect changes set forth by the PA Department of Labor &amp; Industry’s recent workforce system policy: Youth Eligibility Definitions.</li> <li>● Remove the language requiring verification of Selective Service registration, which is not a</li> </ul>



	<p>requirement for TANF Youth eligibility.</p> <ul style="list-style-type: none"> <li>● Update the Federal Poverty Guidelines table to reflect 2024 Federal Income Guidelines.</li> </ul>
<p><b>Reentry Supportive Services Policy</b></p>	<p><b>Policy Purpose:</b> The purpose of this policy is to articulate how supportive service dollars are permitted to be provided to participants of Partner4Work funded reentry programs.</p> <p><b>Recommended Changes for Board Approval (June 2024):</b></p> <ul style="list-style-type: none"> <li>● Revise the policy to restructure supportive service gas card distribution determined by mileage traveled to and from work or training at the established federal rate.</li> <li>● Raise the weekly allowance of gas cards to \$75 from the \$60 cap for qualifying participants.</li> </ul>
<p><b>TANF Training Voucher Policy</b></p>	<p><b>Policy Purpose:</b> Partner4Work has adopted the following policy with respect to the use of training vouchers for Temporary Assistance for Needy Families (TANF) and Extended TANF (ETANF) participants in the Allegheny County Employment Retention and Advancement Network (EARN) and Work Ready programs.</p> <p><b>Recommended Changes for Board Approval (June 2024):</b></p> <ul style="list-style-type: none"> <li>● Add language describing the payment structure for Adult TANF training voucher funding, including 50% payment at enrollment/start of an approved training program and 50% payment upon successful program completion.</li> <li>● Add a caveat to the language referenced above, citing the limited circumstances under which a provider may set up alternate mechanisms for funding.</li> </ul>
<p><b>One-Stop Operator Firewall Policy</b></p> <p>(New Policy)</p>	<p><b>Policy Purpose:</b> To establish guidelines and procedures that prevent conflicts of interest and promote compliance with the Workforce Innovation and Opportunity Act (WIOA) and its applicable regulations. This policy addresses required separation of duties and responsibilities of an entity under contract in the Allegheny County, Pennsylvania area serving as the One-Stop Operator (OSO) while simultaneously performing another role within the one-stop system.</p> <p><b>Recommendation for Board Approval (June 2024):</b></p> <ul style="list-style-type: none"> <li>● Approve this new policy in alignment with WIOA, applicable regulations, and federal and state guidance.</li> </ul>
<p><b>Lease Threshold Accounting Policy</b></p> <p>(New Policy)</p>	<p><b>Policy Purpose:</b> This policy governs the threshold amount for lease agreements and agreements that contain lease components entered into by Partner4Work, as a lessee. Generally accepted accounting principles require both lessees and lessors to recognize the effect of a leasing contract on the balance sheet (ASU 842). This policy provides guidance on the threshold to record right of use asset and liability on the balance sheet.</p> <p><b>Recommendation for Board Approval (June 2024):</b></p> <ul style="list-style-type: none"> <li>● Partner4Work staff recommend approval of this new policy.</li> </ul>

## MEMORANDUM

**TO:** Partner4Work Finance Committee  
**FROM:** Kristin Kramer  
**DATE:** June 7, 2024  
**RE:** FY24-25 Budget

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I have enclosed the proposed FY24-25 Partner4Work budget. The following represents a more detailed narrative surrounding the FY24-25 Budget Analysis.

### Income:

- **Public Funds/Government Grants**

- The proposed FY23-24 budget shows a \$635K increase which is depicted by the following:
  - WIOA Allocations - The WIOA cluster (Youth, Dislocated Worker, & Adult) overall has decreased by \$1.1M. The primary reduction is related to Adult and DW. We have not received less funding; however, we are trying to right size the 50/50 structure. During the few years COVID had affected us, spending was low and excess funds built up. Over the past 2 years spending was ramped up to catch us up. The current trend has been less dislocated workers compared to adults being served. The overall funding for WIOA has increased 4.99% from the prior year.
  - TANF –Youth is increasing by \$77K and adult by \$4K. We received the carry forward waiver from the State for the PY 22 TANF youth funds and this is consistent year to year. The increase is due to personnel, we have added an some new positions that will charge into this funding stream. TANF Adult has been consistent year to year.
  - Priority Populations – has increased \$524K. This increase is related to additional funding projected for the upcoming year from the new ARC Inspire award and potential Opioid grant.
  - Sector Strategies – has increased \$1.2M from the prior year. Sector Strategies is comprised of a variety of funding. The increase is primarily related to the RK Mellon award for Pittsburgh Pictures and UPMC for Direct Care Worker funding.
  - Learn & Earn – This program is reflecting less than in prior year due to carry over funding that we had in prior years. We have been working on new opportunities for this program.

- **Foundation and Private Fund Breakdown \$915K**

- The \$95K increase from the previous year is primarily related to the Bank of America for L&E and Bankworks contributions.
  - Learn & Earn corporate contributions - \$70K
  - JP Morgan Chase - \$125K
  - Bank of America - \$60K
  - The Pittsburgh Foundation - \$100K
  - Taco Bell - \$25K
  - Bank Works Private Contributions - \$35K
  - Hillman Foundation - \$500K

## Expenses:

- **Direct Program Expense**

- The direct program expenditures have decreased nominally this year by \$9K.
- WIOA adult and DLW decreased \$1.3M from the prior year. These direct program expenses are primarily related to IRTP/ITA/s/WBT work. As mentioned previously, we had additional funds to spend because of the COVID period of low spending and being able to recover costs through the Paycheck Protection Program. In prior years, we increased our spending in these areas, but are now reducing it to right size the 50/50 model.
- Learn & Earn is reduced \$426K due to prior year due to carry over funding that we had in prior years. The carryover money was spent at the end of last summer's program.
- Priority Populations is increasing \$621K in direct program expenses. These additional direct services are related to the ARC, State re-entry and DOJ funding. We will be into the 2<sup>nd</sup> year of funding and direct program is at its peak.
- Sector strategies hold the lion's share of increase, which equate to \$1.1M. This is related directly to the RK Mellon award for Pittsburgh Pictures and UPMC for Direct Care Worker funding.

- **Salaries, Wages and Benefits**

- We are budgeting a \$651K increase in this area for two reasons.
  - A 3% increase built into the salary – annual increases for staff.
  - Over the past year, we have removed restructured giving several promotions, plus we've added 6 additional staff to our budget and removed 2 position. Additions are the director of advancement, program manager, job quality and career pathway youth, less a priority pops supportive youth coordinator.
  - Specifically looking at management & general expenses, salaries have increased \$221K due to addition of director of advancement, increases for positions that charge into M&G and an additional project manager for process mapping & help with the workforce hub.

- **Communications**

- The decrease of \$65K in communications is related to our work with Hillman. There is a decrease for Premo consulting work, which is offset by an increase for website redesign.

- **Contractor**

- This expense increased by \$41K. We have additional expense for contracted services under TANF Youth and additional culture planning and graphic design services budgeted for \$35K that we did not have in previous years.

- **Equipment Expense**

- This expense has decreased by \$17K due to the renegotiation of our copiers through the Wilson Group. We signed a 5 year agreement which yields an average of \$20K savings per year.

- **Information Technology Services**

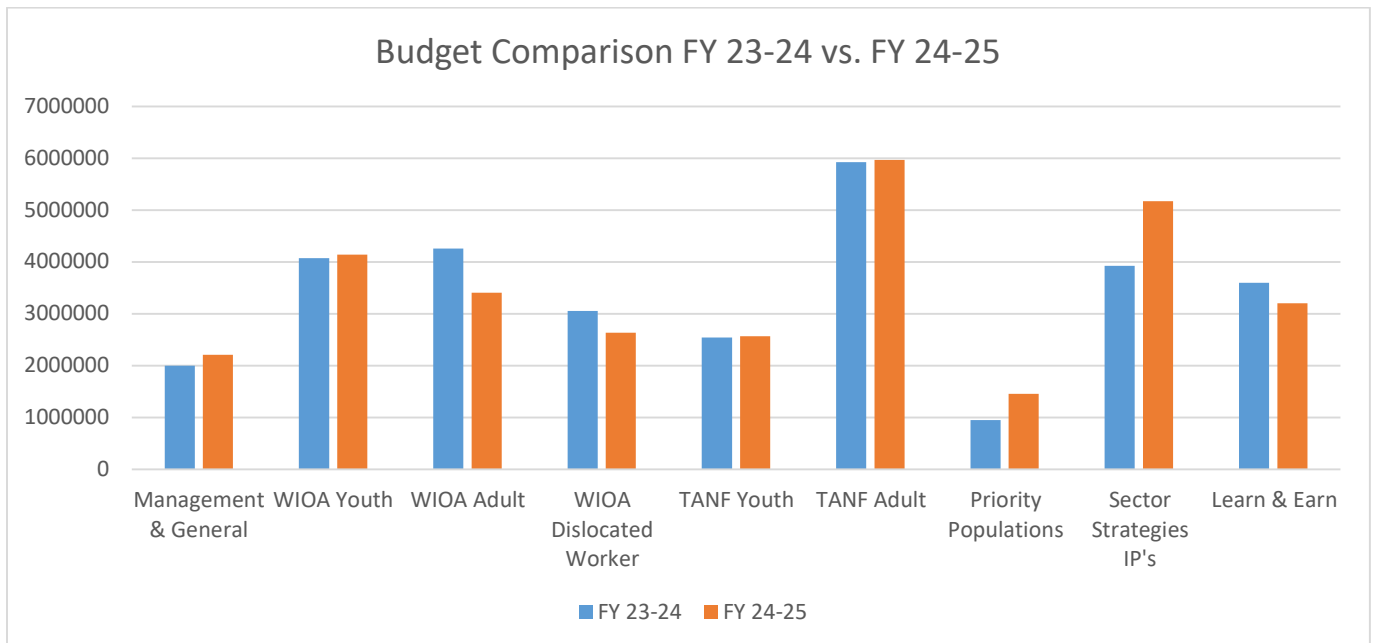
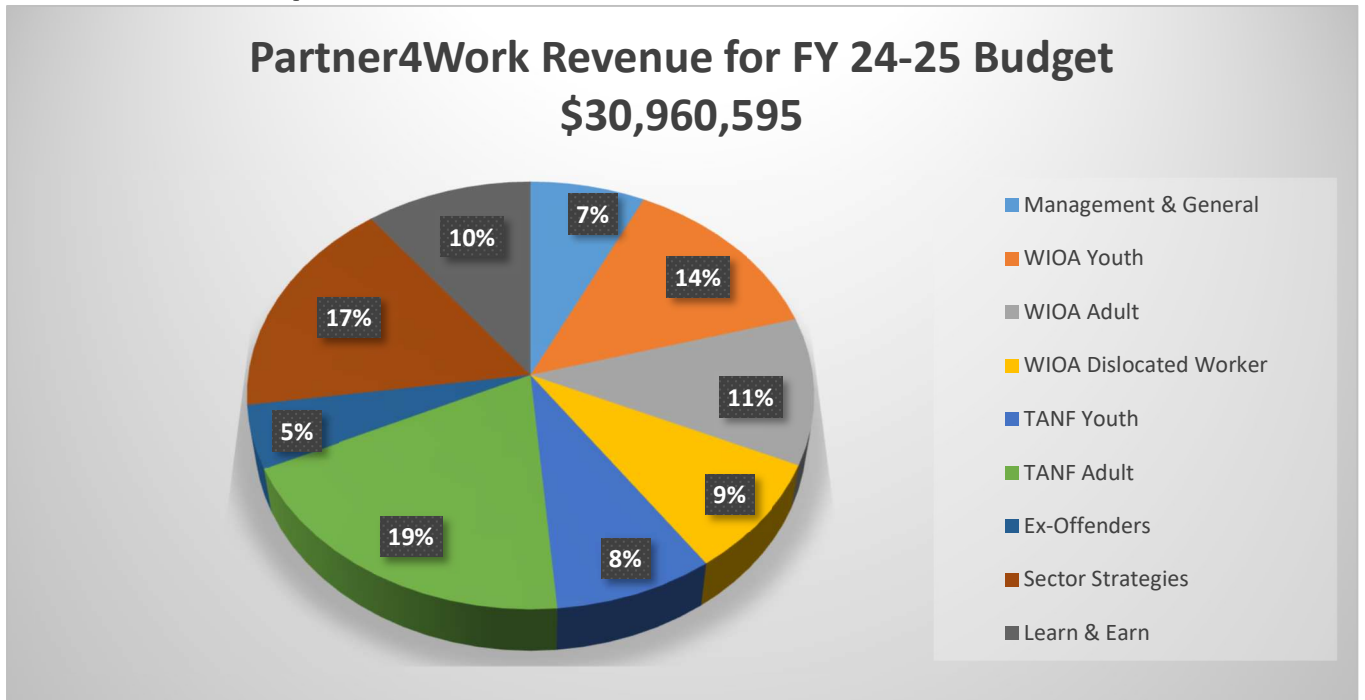
- We have a decrease of \$25K for information technology services. The decrease is related to Sector Connect, prior year we paid for the full launch of the program and this year it the annual renewal fee, which is \$25K less.

- **Materials & Supplies**

- Materials & Supplies increased \$7,500. This was budgeted based on trend. We recognize that materials and supplies have increased in price over the past several years and in addition to this, we had summits and job fair events that were not budgeted prior year.

- **Memberships**
  - This expense decreased \$16K because we did not renew our Vistage membership. This decrease was offset by Vibrant Pittsburgh and SHRM memberships.
- **Travel & Conference**
  - Increased slightly \$6K due to a larger number of employees.

## Charts & Graphs



**Partner4Work  
Statement of Activities  
FY24-25 BUDGET**

Reimbursement Contracts	Restricted Grants
-------------------------	-------------------

	Management & General	Fundraising	WIOA Youth	WIOA Adult	WIOA DLW	TANF Youth	TANF Adult	Priority Populations	Sector Strategies/IP's	Learn & Earn	Total Program	Temporarily Restricted	TOTAL	
	(Unrestricted)	(Unrestricted)	(Program)	(Program)	(Program)	(Program)	(Program)	(Program)	(Program)	(Program)	(Unrestricted)			Total Unrestricted
Ordinary Income/Expense														
Income														
4000 · Public Funds/Government Grants	0		4,479,833	3,688,579	2,910,686	3,386,779	6,220,281	1,597,548	3,510,388	2,650,000	28,444,093	28,444,093	755,000	29,199,093
4200 · Foundation & Private Contrib	0			0	0			0	535,000	380,000	915,000	915,000		915,000
4300 · Interest	22,502			0	0	0		0	0	0	0	22,502		22,502
4400 · Inter-Fund Transfer	0			0	0	(450,000)		0	0	450,000	0	0		0
4710 · Other Income	1,000			0	0	0		0	0	0	0	1,000		1,000
4800 · Assets Released frm Restriction	30,000				0			0	1,478,000	70,000	1,548,000	1,578,000	(1,548,000)	30,000
<b>Total Income</b>	<b>53,502</b>	<b>0</b>	<b>4,479,833</b>	<b>3,688,579</b>	<b>2,910,686</b>	<b>2,936,779</b>	<b>6,220,281</b>	<b>1,597,548</b>	<b>5,523,388</b>	<b>3,550,000</b>	<b>30,907,093</b>	<b>30,960,595</b>	<b>(793,000)</b>	<b>30,167,595</b>
Expense														
5000 · Direct Program Expenses	0		3,500,000	2,769,688	2,009,690	2,000,000	5,060,000	1,234,900	3,981,134	2,670,375	23,225,787	23,225,787	0	23,225,787
5200 · Salary, Wages, and Benefits	1,384,974		607,606	582,535	569,205	544,988	338,227	209,434	1,022,265	446,027	4,320,287	5,705,262	0	5,705,262
5350 · Communication	106,500		0	7,500	7,500	7,500	7,500	2,500	50,000	11,000	93,500	200,000	0	200,000
6000 · Contracted Service	218,710		10,000	10,000	10,000	10,000	480,000	0	39,938	0	559,938	778,648	0	778,648
5750 · Depreciation Expense	25,000			0	0	0		0	0	0	0	25,000	0	25,000
5700 · Equipment Expense	20,600		0	5,000	5,000	5,000	5,000	1,000	2,500	0	23,500	44,100	0	44,100
5500 · Fiscal	55,500		0	0	0	0	1,500	0	0	0	1,500	57,000	0	57,000
5600 · Insurance	25,920		0	0	0	0		0	0	0	0	25,920	0	25,920
6400 · Information Technical Service	115,006		2,000	2,000	2,000	2,000	2,000	2,000	0	54,000	66,000	181,006	0	181,006
6100 · Legal Expense	25,000		2,000	1,000	1,000	1,000	1,000	0	1,100	500	7,600	32,600	0	32,600
5800 · Materials / Supplies	30,000		2,500	5,000	5,000	5,000	5,000	2,500	10,000	2,000	37,000	67,000	0	67,000
5930 · Meeting Expense	15,000		12,000	12,000	12,000	5,000	5,000	2,500	5,000	2,000	55,500	70,500	0	70,500
6300 · Memberships	38,750		0	0	0	5,000		0	0	0	5,000	43,750	0	43,750
5350 · Postage / Messenger	1,000		0	0	0	0		0	0	0	0	1,000	0	1,000
5360 · Publications	1,500		0	0	0	0		0	0	0	0	1,500	0	1,500
5400 · Rent	100,528		26,257	25,173	24,597	23,551	14,616	9,050	44,176	19,274	186,694	287,222	0	287,222
6319 · Staff Administration	25,040		1,287	1,934	1,838	1,287	415	211	0	288	7,260	32,300	0	32,300
5320 · Telephone	28,500		0	0	0	0		0	0	0	0	28,500	0	28,500
5900 · Travel & Conference	36,500		28,750	20,875	20,875	8,750	8,750	9,000	15,000	5,000	117,000	153,500	0	153,500
6999 · Distributed Costs	(2,200,527)		287,432	245,875	241,981	317,702	291,274	124,452	352,275	339,536	2,200,527	(0)	0	(0)
<b>Total Expense</b>	<b>53,502</b>	<b>0</b>	<b>4,479,832</b>	<b>3,688,579</b>	<b>2,910,686</b>	<b>2,936,779</b>	<b>6,220,281</b>	<b>1,597,548</b>	<b>5,523,388</b>	<b>3,550,000</b>	<b>30,907,093</b>	<b>30,960,595</b>	<b>0</b>	<b>30,960,595</b>
Net Ordinary Income	0	0	0	(0)	0	0	(0)	0	(0)	(0)	0	1	(793,000)	(792,999)
Net Income	0	0	0	(0)	0	0	(0)	0	(0)	(0)	0	1	(793,000)	(792,999)

**Partner4Work**  
**Statement of Activities Comparison**  
**FY23-24 vs FY24-25 Budget**

		<b>BUDGET</b>		<b>Change</b>
		<b>FY 23-24</b>	<b>FY 24-25</b>	
<b>Management &amp; General</b>	<b>7%</b>	\$ 2,001,948	\$ 2,254,029	\$ 252,081
<b>Fundraising</b>	<b>0%</b>	\$ -	\$ -	\$ -
<b>WIOA Youth</b>	<b>14%</b>	4,071,361	\$ 4,192,401	\$ 121,040
<b>WIOA Adult</b>	<b>11%</b>	4,257,921	3,442,705	\$ (815,216)
<b>WIOA Dislocated Worker</b>	<b>9%</b>	\$ 3,055,139	\$ 2,668,705	\$ (386,434)
<b>TANF Youth</b>	<b>8%</b>	\$ 2,541,371	\$ 2,619,076	\$ 77,705
<b>TANF Adult</b>	<b>19%</b>	\$ 5,925,074	\$ 5,929,008	\$ 3,934
<b>Priority Populations</b>	<b>5%</b>	\$ 948,435	\$ 1,473,095	\$ 524,660
<b>Sector Strategies IP's</b>	<b>17%</b>	\$ 3,923,584	\$ 5,171,113	\$ 1,247,529
<b>Learn &amp; Earn</b>	<b>10%</b>	\$ 3,600,851	\$ 3,210,464	\$ (390,387)
<b>Total</b>	<b>100%</b>	<u>\$ 30,325,684</u>	<u>\$ 30,960,595</u>	<u>\$ 634,911</u>

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**Partner4Work**  
**Statement of Activities Comparison**  
**FY23-24 vs FY24-25 Budget**

Ordinary Income/Expense	BUDGET FY23-24	BUDGET FY24-25	Change
Income			
4000 · Public Funds/Government Grants	28,689,899	28,444,093	(245,806)
4200 · Foundation & Private Contrib	820,000	915,000	95,000
4300 · Interest	5,000	22,502	17,502
4400 · Inter-Fund Transfer	-	-	-
4710 · Other Income	1,000	1,000	-
4800 · Assets Released frm Restriction	811,000	1,578,000	767,000
Total Income	30,326,899	30,960,595	633,696
Expense			
5000 · Direct Program Expenses	23,205,910	23,225,787	19,877
5200 · Salary, Wages, and Benefits	5,054,413	5,705,262	650,849
5350 · Communication	265,000	200,000	(65,000)
6000 · Contracted Service	737,288	778,648	41,360
5750 · Depreciation Expense	22,600	25,000	2,400
5700 · Equipment Expense	61,500	44,100	(17,400)
5500 · Fiscal	57,800	57,000	(800)
5600 · Insurance	20,000	25,920	5,920
6400 · Information Technical Service	200,606	181,006	(19,600)
6100 · Legal Expense	34,329	32,600	(1,729)
5800 · Materials / Supplies	59,500	67,000	7,500
5930 · Meeting Expense	54,500	70,500	16,000
6300 · Memberships	60,000	43,750	(16,250)
5350 · Postage / Messenger	1,000	1,000	-
5360 · Publications	1,500	1,500	-
5400 · Rent	281,896	287,222	5,326
6319 · Staff Administration	30,500	32,300	1,800
5320 · Telephone	28,500	28,500	-
5900 · Travel & Conference	147,500	153,500	6,000
6999 · Distributed Costs	1,340	(0)	(1,340)
Total Expense	30,325,683	30,960,595	634,912
Net Income	1,217	1	

**Partner4Work**  
**Management & General Budget**  
**FY23-24 vs FY24-25 Budget**

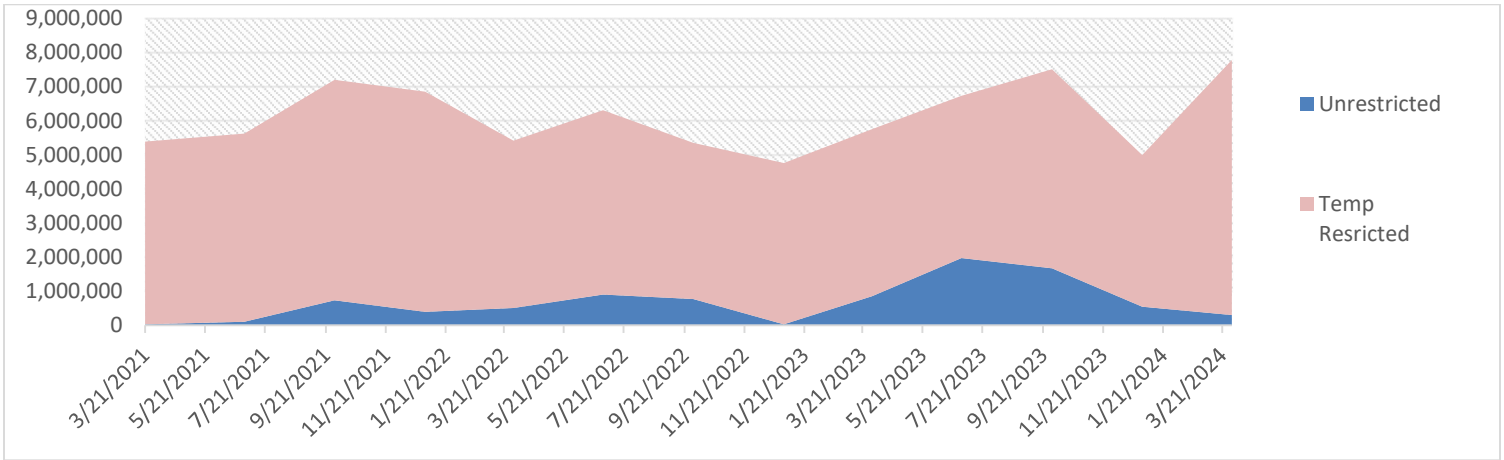
Ordinary Income/Expense

	FY23-24	FY24-25	Variance
Income			
4000 · Public Funds/Government Grants			
4200 · Foundation & Private Contrib			
4300 · Interest	5,000	22,502	17,502
4400 · Inter-Fund Transfer			
4710 · Other Income	1,000	1,000	0
4800 · Assets Released frm Restriction		30,000	30,000
<b>Total Income</b>	<b>6,000</b>	<b>53,502</b>	<b>47,502</b>
Gross Profit	6,000	53,502	47,502
Expense			
5000 · Direct Program Expenses			
5200 · Salary, Wages, and Benefits	1,163,726	1,384,974	221,248
5350 · Communication	61,500	106,500	45,000
6000 · Contracted Service	209,288	218,710	9,422
5750 · Depreciation Expense	22,600	25,000	2,400
5700 · Equipment Expense	38,000	20,600	(17,400)
5500 · Fiscal	51,800	55,500	3,700
5600 · Insurance	20,000	25,920	5,920
6400 · Information Technical Service	109,606	115,006	5,400
6100 · Legal Expense	25,729	25,000	(729)
5800 · Materials / Supplies	30,000	30,000	0
5930 · Meeting Expense	15,000	15,000	0
6300 · Memberships	55,000	38,750	(16,250)
5350 · Postage / Messenger	1,000	1,000	0
5360 · Publications	1,500	1,500	0
5400 · Rent	112,758	100,528	(12,230)
6319 · Staff Administration	26,600	25,040	(1,560)
5320 · Telephone	28,500	28,500	0
5900 · Travel & Conference	28,000	36,500	8,500
6999 · Distributed Costs	(1,995,824)	(2,200,527)	(204,703)
<b>Total Expense</b>	<b>4,784</b>	<b>53,501</b>	<b>48,717</b>
Net Ordinary Income	\$ 1,216	\$ 1	\$ (1,215)
	1,216	1	(1,215)



# Dashboard Report

## Cash Flow Unrestricted and Temp Restricted Funds



## Current Assets, Liabilities & Equity

### Cash:

Temp Restricted \$7,493,747  
 Unrestricted \$301,003

**Total Cash \$7,794,750**

**Line of Credit** secured by Money Market  
 \$0 of \$500,000

### Other Current Assets

Prepaid Expenses \$16,358  
 Prepaid Insurance \$5,576  
 Security Deposit \$6,067  
 Fixed Assets Net of Depreciation \$101,741  
 Right of Use Asset – Operating Lease \$1,869,813  
 Right of Use Asset – Finance Lease \$37,733

### Liabilities

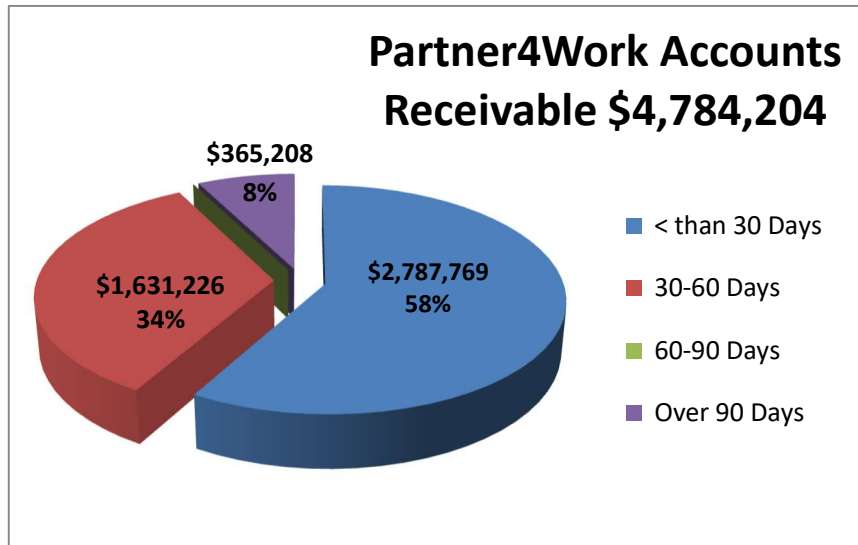
A/P \$4,081,638 (\$4,020,809 due to subrecipients)  
 Accrued Vacation/Payroll \$92,115  
 A/R Clean Up \$128,927  
 Accrued Contract Liability \$0  
 Right of Use Liability – Operating Lease (current & long term) \$1,908,478  
 Right of Use Liability – Finance Lease (current & long term) \$39,305

### Equity

Unrestricted Net Assets \$857,034  
 Temp Restricted Net Assets \$7,164,336\*\*  
 Net Income \$343,464

\*\*Career Link \$57,701; M&G \$2,733; Sector Strat. \$1,122,468; Adult TANF \$3,509,731; L&E \$2,471,703  
 This is reflective of activity through 7/1/2023

## Partner4Work Accounts Receivable \$4,784,204

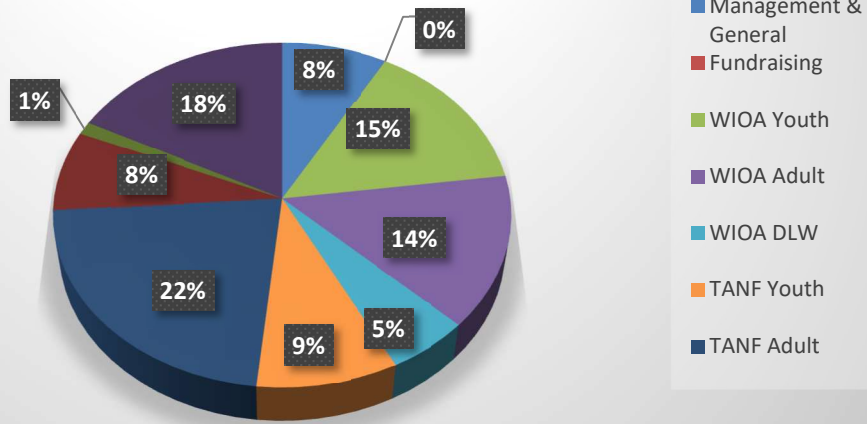


Items over 90+ days: Southwestern PA Commission \$6,243\*; Allegheny county (CDBG) \$358,965  
 \*marked as paid

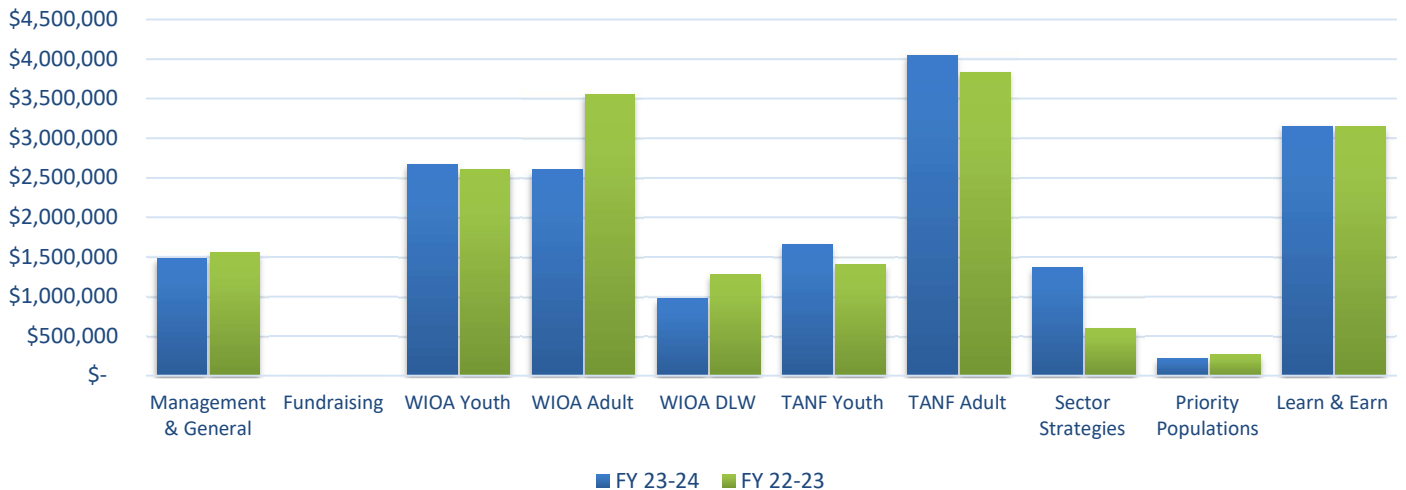
# Dashboard Report Continued

## Expense section

### Total Partner4Work Expenditures \$18,182,180



### Expense Comparison FY 23-24 vs. 22-23



## Comments

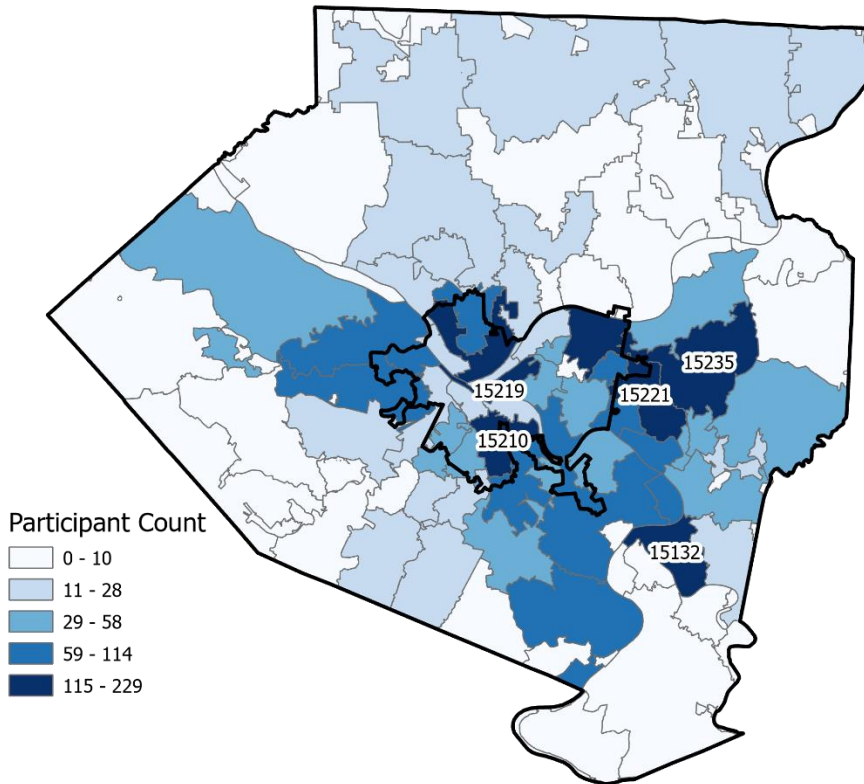
- Management & General is down \$72K from the previous year. There are several factors at play here. Salary, Wages & Benefits, contracted Service, Fiscal, and Supplies have all decreased.
- WIOA adult and dislocated worker programs are \$953K and \$311K below the prior year, respectively. We have one main title I provider this year whereas last year, we had two main title I providers. The main decreases are under the direct provider expenses, salary & wages, and indirect. Also, looking at the previous year, we had a Near Completer's program and CSBG funding that added to WIOA adult/DW expenses that ended in the prior year. We also had purchased Laptops in prior year for Staff that were allocated across all programs.
- TANF Youth is \$252K above the prior year period. This is primarily related to direct program expenses. The summer of 2023, which is included in this year, we allocated more TANF Youth resources to the Learn & Earn program than in the prior year and provider spending during this year has picked up.
- TANF Adult is \$215K above the prior year. There have been more individuals with language needs being served. This July has had an uptick in referrals vs. the previous year and the trend slowly continues through the year.
- Sector Strategies are \$764K above the prior year. This increase is related to direct program expenses, salaries & wages, and contracted services, of \$525K, \$100K and \$125K respectively. This funding varies year to year. This year we are working with some new programs like Build Back Better, Hillman Foundation funding & Clean Energy to name a few

**PROGRAM UPDATES AND OTHER INFORMATION**

## Program Services and Performance Snapshot Program Year 2023 3<sup>rd</sup> Quarter (Program Year-to-Date)

The Partner4Work program year 2023 runs from July 1, 2023, to June 30, 2024. The third quarter ended on March 31, 2024.

### Overall Numbers Served



Total Participants Served  
(includes Wagner-Peyser)

**26,598**

Number of Job Placements  
(Excluding Wagner-Peyser)

**898**

WIOA Adults/Dislocated  
Workers Receiving Training  
Services

**372**

#### Key ZIP Codes

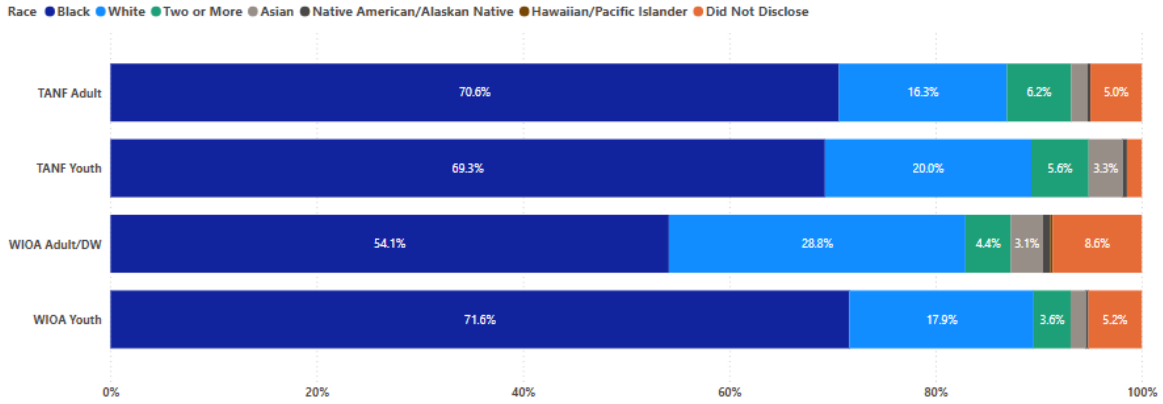
- 15132 – McKeesport
- 15210 – St Clair; Arlington; Mt Oliver; Knoxville; Beltzhoover; Bon Air; Carrick
- 15219 – Uptown; Crawford-Roberts; Hill District; Polish Hill
- 15221 – Wilkinsburg
- 15235 – Penn Hills; Churchill; Wilkins Twp

Program Title	Total Served PY23	Total Served PY22	Percent Change Over PY22
<b>WIOA Adult/DW</b>	1,073	1,163	-7.7%
<b>WIOA Youth</b>	768	703	+9.2%
<b>TANF Youth</b>	529	486	+8.8%
<b>TANF Adult</b>	1,176	1,196	-1.7%
<b>Wagner-Peyser</b>	23,052*	25,104*	-8.2%*

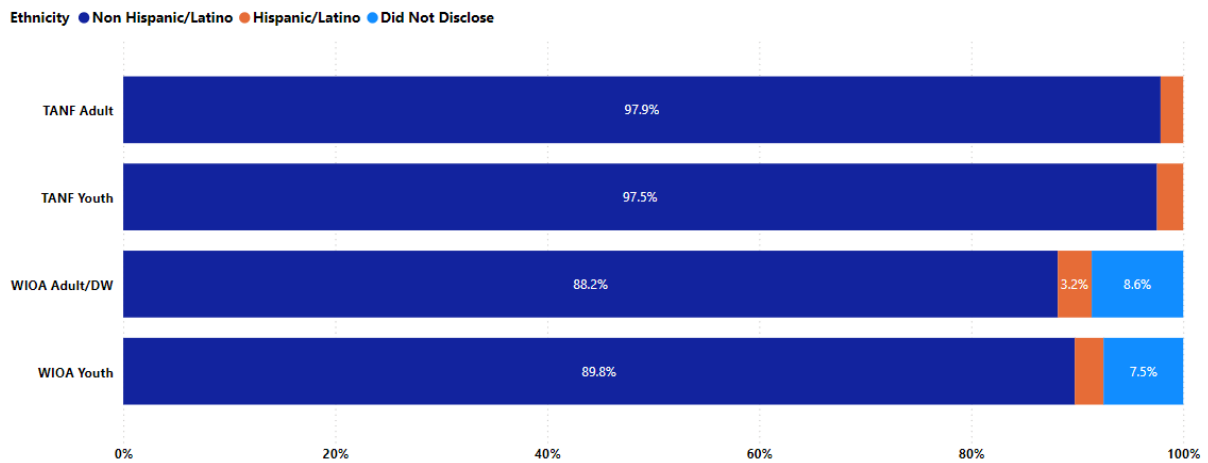
\*Note: Updated Wagner-Peyser numbers not available this quarter due to ongoing system reporting issues. These numbers are through the end of Q2 (December 31, 2023). All other numbers are through the end of Q3 (March 31, 2024).

## Demographics

Race by Program PY23

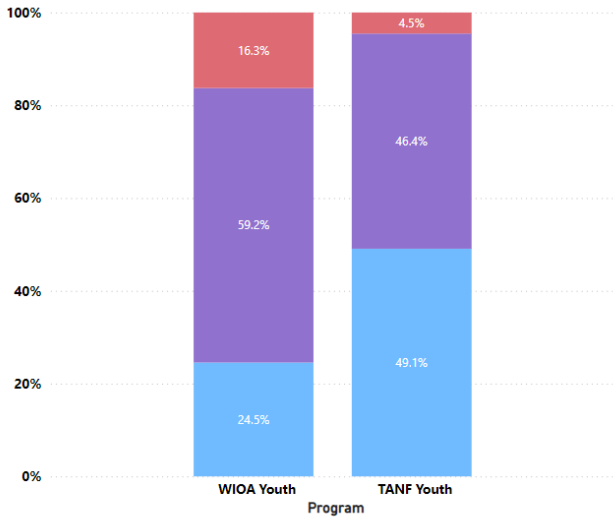


Ethnicity by Program PY23



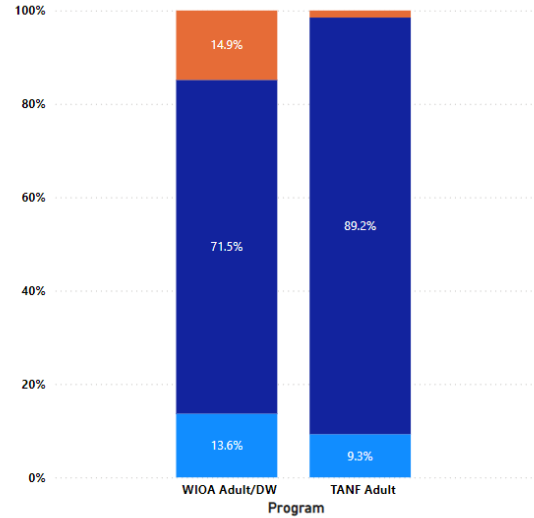
Age by Program - Youth PY23

Age Range ● 14-17 ● 18-21 ● >21



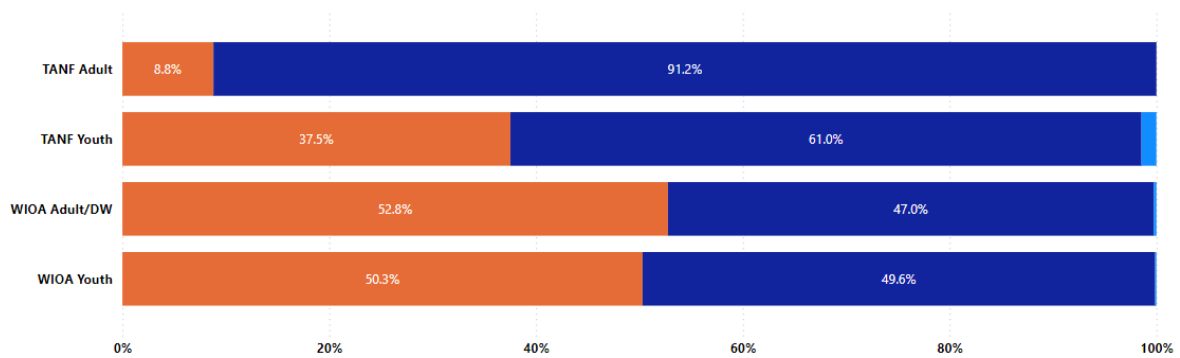
Age by Program - Adult PY23

Age Range ● <25 ● 25-55 ● >55



Gender by Program PY23

Gender ● Male ● Female ● Did Not Disclose/Nonbinary



## WIOA Adult and Dislocated Worker

WIOA Title I Adult and Dislocated Worker programs are designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.

### Individuals Served

Service Category	Total Served PY23	Total Served PY22	Percent Change Over PY22
Career Services	1,022	1,136	-10.0%
Supportive Services	53	89	-40.4%
Training Services	372	403	-7.7%
<b>Total Served</b>	<b>1,073</b>	<b>1,166</b>	<b>-8.0%</b>

### Employment

Program Time Period	Total Number Employed	Median Hourly Wage	% of employed above the self-sufficiency wage
PY 2022	493	\$21.00	58.2%
PY 2023	379	\$20.00	53.0%

Note: P4W sets the self-sufficiency wage based on 250% of the Federal Poverty Guidelines. The 2023 self-sufficiency wage is \$17.52/hour for an individual.

## WIOA Youth

WIOA Title I Youth programs prioritize services for young individuals, focusing on job training, education, work experience, and career development.

### Individuals Served

Service Category	Total Served PY23	Total Served PY22	Percent Change Over PY22
Assessment Testing Services	556	628	-11.5%
Career and Employment Services	266	257	+3.5
Educational Achievement Services	546	527	+3.6%
Individualized Service Strategy	661	692	-4.5%
Supportive Services	727	692	+5.1%
Other	13	11	+18.2%
<b>Total</b>	<b>741</b>	<b>692</b>	<b>+7.1%</b>

Note: "Other" includes occupational skills training, youth leadership development opportunities, and post-exit adult mentoring.

## Federal/State WIOA Performance Measures

### Allegheny County

Program	WIOA Performance PY 2023 3rd Quarter (Program Year-to-Date)	Actual	Negotiated	% of Goal Achieved
<b>Adult</b>	<b>Average Program Score: 111.2%</b> <i>Calculated as an average of the “% of Goal Achieve” across performance measures in a program.</i>			
	Employment in the 2 <sup>nd</sup> Quarter After Exit	77.6%	75.0%	103.5%
	Employment in the 4 <sup>th</sup> Quarter After Exit	77.6%	73.0%	106.3%
	Median Earnings in the 2 <sup>nd</sup> Quarter After Exit	\$8,057	\$5,900	136.6%
	Credential Attainment	68.6%	67.0%	102.4%
	Measurable Skill Gains	58.9%	55.0%	107.1%
<b>Dislocated Worker</b>	<b>Average Program Score: 104.3%</b>			
	Employment in the 2 <sup>nd</sup> Quarter After Exit	73.6%	80.0%	92.0%
	Employment in the 4 <sup>th</sup> Quarter After Exit	76.9%	78.0%	98.6%
	Median Earnings in the 2 <sup>nd</sup> Quarter After Exit	\$11,419	\$8,750	130.5%
	Credential Attainment	67.7%	70.0%	96.7%
	Measurable Skill Gains	59.1%	57.0%	103.7%
<b>Youth</b>	<b>Average Program Score: 88.0%</b>			
	Employment in the 2 <sup>nd</sup> Quarter After Exit	75.0%	69.0%	108.7%
	Employment in the 4 <sup>th</sup> Quarter After Exit	64.3%	61.0%	105.4%
	Median Earnings in the 2 <sup>nd</sup> Quarter After Exit	\$2,454	\$2,500	98.1%
	Credential Attainment	90.9%	80.0%	113.6%
	Measurable Skill Gains	11.5%	82.0%	14.0%

Note: 1.) Most youth exits occur at the end of the program year as the youth programs align with the school year.  
 2.) Measurable Skill Gains are in program year measures and are most often recorded in the final quarter of the program year for youth.



# PARTNER WORK

## City of Pittsburgh

Program	WIOA Performance PY 2023 3rd Quarter (Program Year-to-Date)	Actual	Negotiated	% of Goal Achieved
<b>Adult</b>	<b>Average Program Score: 110.0%</b> <i>Calculated as an average of the “% of Goal Achieve” across performance measures in a program.</i>			
	Employment in the 2 <sup>nd</sup> Quarter After Exit	75.9%	75.0%	101.2%
	Employment in the 4 <sup>th</sup> Quarter After Exit	74.1%	73.0%	101.5%
	Median Earnings in the 2 <sup>nd</sup> Quarter After Exit	\$6,741	\$5,900	114.3%
	Credential Attainment	74.2%	67.0%	110.7%
	Measurable Skill Gains	67.2%	55.0%	122.2%
<b>Dislocated Worker</b>	<b>Average Program Score: 89.9%</b>			
	Employment in the 2 <sup>nd</sup> Quarter After Exit	65.8%	80.0%	82.3%
	Employment in the 4 <sup>th</sup> Quarter After Exit	72.3%	78.0%	92.7%
	Median Earnings in the 2 <sup>nd</sup> Quarter After Exit	\$9,565	\$8,750	109.3%
	Credential Attainment	66.7%	70.0%	95.3%
<b>Youth</b>	<b>Average Program Score: 94.4%</b>			
	Employment in the 2 <sup>nd</sup> Quarter After Exit	65.9%	69.0%	93.1%
	Employment in the 4 <sup>th</sup> Quarter After Exit	62.1%	61.0%	103.1%
	Median Earnings in the 2 <sup>nd</sup> Quarter After Exit	\$3,807	\$2,500	155.6%
	Credential Attainment	86.7%	80.0%	108.9%
	Measurable Skill Gains	7.4%	82.0%	9.0%

Note: 1.) A low numerator/denominator (4 of 10) for City of Pittsburgh Dislocated Worker – Measurable Skills Gains is influencing lower levels of performance for this indicator. 2.) Most youth exits occur at the end of the program year as the youth programs align with the school year. 3.) Measurable Skill Gains are in program year measures and are most often recorded in the final quarter of the program year for youth.

## TANF/SNAP Adult

Employment Advancement and Retention Network (EARN) and Work Ready programs are designed to engage recipients of Temporary Assistance for Needy Families (TANF) and the Supplemental Nutrition Assistance Program (SNAP) in activities that prepare them for employment and provide them with opportunities to become self-sufficient.

### Cases – PY22 vs PY23

	PY23 Referrals	Percent Change Over PY22	PY23 Individuals Served	Percent Change Over PY22
TANF EARN	566	+8.6%	743	+5.5%
TANF Work Ready	236	+36.4%	329	+23.7%
SNAP EARN	65	+3.2%	104	+35.1%

## Credential Attainment and Placements Information – PY22 vs PY23

	EARN Count	Percent Change Over PY22	Work Ready Count	Percent Change Over PY22	SNAP Count	Percent Change Over PY22
<b>Credential Attainment</b>	86	-45.9%	29	-42.0%	7	-30.0%
<b>New Employment</b>	201	+39.6%	71	+54.3%	16	+166.7%
<b>Total Employed</b>	361	+93.0%	142	+115.2%	27	+350.0%

*Note: “New employment” indicates the number of participants who gained employment during the program year. “Total employed” includes instances of new employment as well as employment obtained before the current program year but continuing after July 1, 2023.*

## TANF Youth

*The Temporary Assistance for Needy Families Youth Development Program (TANF YDP) is funded by The PA Department of Human Services (PA DHS) and administered by the PA Department of Labor and Industry (L&I). TANF YDP programs provide quality workforce services for youth and young adults, focusing on employment and education experiences and the development of essential workplace skills.*

*The Youth Development Program is aligned with the school year, so outcome information is not available until after program year completion.*

## PY23 Cases

Elements of Service	Total Participants
Tutoring, Study Skills Training, Instruction, and Dropout Prevention	185
Education Offered Concurrently with Workforce Preparation	96
Paid and Unpaid Work Experiences	80
Post-secondary Preparation and Transition Activities	51
All Other Elements	117
<b>Total Enrollments</b>	529

# PARTNER WORK

## PY23 Unsubsidized Employment

Industry Sector	Total Participants
Retail and Hospitality	130
Education	4
Non-profit	3
Other	2
Information Technology	1
<b>Total Unsubsidized Employment</b>	<b>140</b>

## PY23 Work Experience and Work-based Learning

Industry Sector	Total Experiences
Education	172
Public Sector	80
Healthcare	64
Non-profit	60
Other	49
Retail and Hospitality	30
Manufacturing	18
All Other Work Experience/Work-based Learning	12
<b>Total Work Experience and Work-based Learning</b>	<b>485</b>

*PY23 outcome information for TANF Youth will be included after the end of the program year.*

## **Adult Programs (Program Optimization Committee)**

### **PA CareerLink®**

- The new PA CareerLink® Allegheny East office, a 12,500-square-foot space at 300 Penn Center Boulevard, Building 3, Monroeville, will open to the public on July 1, 2024. Plans for a ribbon-cutting event, to coincide with PA CareerLink® Awareness days, are underway for August 28, 2024. Board members will be invited to participate in the ribbon-cutting and other PA CareerLink Awareness events. More details will be shared when available.
- Partner4Work is facilitating the renewal of the WIOA One-Stop Partner Memorandum of Understanding (MOU) from July 1, 2024, through June 30, 2027. The MOU is an agreement developed and executed between the Local WDB and the partners in the PA CareerLink® system regarding the operation of the one-stop delivery system in the local area. The renewal has been finalized and is circulating for signature, which includes review and approval by more than 20 program partners and Chief Elected Officials.

### **Occupational and Work-Based Training**

- The Adult Program Team continues to work with PA CareerLink® to deliver ITA (Individual Training Account) and IRTP (Industry Recognized Training Programs). Both programs support individuals participating in occupational skills training, including commercial driving, construction, manufacturing, information technology, healthcare, and culinary arts.
- Partner4Work has introduced enhancements to its work-based training tools for employers, including On-the-Job Training and Customized-Job Training, and Incumbent-Worker Training. Enhancements include new agreement templates, contracting processes, and fiscal procedures for work-based training, which are streamlining and improving the employer experience. Current work-based training agreements with employers support jobs in construction, healthcare, manufacturing, and other sectors.

### **Special Project Support**

- The Adult Program Team, in close coordination with PA CareerLink® and other partner agencies, continues to support major components of the new initiatives developing at Partner4Work, including Build Back Better, Green Infrastructure, Choice Neighborhoods, re-entry services, and other special projects. As many of these initiatives move deeper into implementation, program support includes recruitment and enrollment, career services, supportive services, training participation, and more.

### **EARN and Work Ready**

- The EARN and Work Ready Programs are designed to support individuals and families who use Temporary Assistance for Needy Families (TANF) and Supplemental Nutrition Assistance Program (SNAP) services, providing case management, training, barrier remediation, employment, and retention. All referrals to the EARN and Work Ready Programs are made by the County Assistance Office (CAO) to service providers contracted by Partner4Work including EDSI, Grant Associates, and Goodwill.

- Both programs experienced a sharp decrease in referrals during the pandemic that lasted through 2022. Beginning in 2022 and into 2023, referrals and enrollments have increased significantly, reaching almost pre-pandemic levels in recent months. Partner4Work and program service providers are focused on handling the increased referrals while maintaining quality within the program and meeting expected outcomes.
- Beginning in December 2023, EARN and Work Ready staff began maintaining a light presence within the Downtown PA CareerLink®, providing another central location for EARN and Work Ready participants to access services and creating opportunities for better integration with PA CareerLink® partner agencies. Partner4Work will continue efforts in the coming months to create stronger connections between EARN, Work Ready, and PA CareerLink®, ensuring opportunities exist for better integration and seamless service delivery to customers.

### **Youth Programs (Youth Advisory Committee)**

#### **Year-Round Programs:**

- As of May 31, 2024, 529 youth were enrolled in programs supported by TANF funds, which is 99% of contract capacity; 769 youth were enrolled in WIOA-funded programs, which is 120% of contract capacity.
- Provider highlights from PY23:
  - Payton M., a Pittsburgh Obama 10th grader, shared her inspiring journey interning at the Mayor’s office to kick off the [10th year of the Learn & Earn program](#). Payton has been involved with **Auberle’s Employment Institute** since the June 2022 Learn & Earn season where she was placed as a camp counselor at Allegheny Center Alliance Church (ACAC). Following a successful Learn & Earn summer, Auberle enrolled Payton in the Employment Institute’s In-School Program where she obtained a customer service certification and continued her work experience at ACAC in the after-school program. For the 2023 Learn & Earn program, Payton was selected to work in the City of Pittsburgh’s Mayor’s office. While a political career was not her intended career path, she wanted to try a new experience that would broaden her professional network. This opportunity exposed her to an interest in local government, leading her to join the student government club at school.
  - On May 14, **Phase 4 Learning Center** premiered its documentary, “Nothing Short of Amazing,” filmed and produced in Pittsburgh with WIOA youth participants. Larry Richert of the KDKA-AM Morning Show is the executive producer and Marcus Morelli of Skene Productions directed and filmed the project. "Nothing Short of Amazing" is based on the events that led to the founding of Phase 4 Learning Center, Inc. by Dr. Terrie Suica-Reed and her husband, Tom Reed. The documentary highlights the then-teenage teen, Merle Thompson, and the numerous challenges and trials he faced, as well as Terrie's diagnosis of cancer. A private showing of the documentary is being scheduled for P4W Board members and staff. More details will be provided when available.
  - **Crossroads Foundation** senior Brianna B. will be the first in her family to attend college. She participated in Crossroads’ SPICE Program (Scholars Participating in Career

Exploration) and discovered her passion for biomedical engineering. After working closely with her Crossroads college counselor, she will attend Vanderbilt University in the fall on a full scholarship.

#### **Career Ready Allegheny:**

- Partner4Work, the Allegheny Intermediate Unit, Consortium for Public Education, and Remake Learning partnered to develop and launch Career Ready Allegheny. The effort will mirror similar partnerships across the state that have been built between the local workforce board, public schools, and employers.
- The Career Ready Allegheny website will be launched in late summer as a clearinghouse of resources for work-based learning and career education for youth and young adults. Resources available for schools will include how-to guides for implementing work-based learning that aligns with PA Department of Education graduation requirements and Future Ready Index, youth-friendly labor market information, an event calendar, and a blog featuring stories of people who have taken non-traditional pathways to employment in priority industries.
- The site will also feature a matching tool for employers and schools. This tool would allow employers to post opportunities, such as job shadowing, they have to offer for youth and school staff to find opportunities for their students.
- The newest resource available to schools will be access to SkillUp™ PA through a connection we facilitated between the Allegheny Intermediate Unit and the PA Department of Labor and Industry. The AIU will administer a portal for schools to batch upload students into SkillUp™ PA for free access to 6,000+ trainings and 130+ industry-recognized credentials.



#### **Youth Systems Building Academy:**

In December, [Partner4Work was Invited by the Department of Labor to Participate in the Youth Systems Building Academy](#). The purpose of the academy is to bring together a community team to craft a plan to strengthen local youth employment systems. Over the course of the last six months, staff from Partner4Work, Auberle, Goodwill, the Consortium for Public Education and Woodland Hills School District worked with a coach from the Department of Labor to build a strategy focused on strengthening access to career-level employment for local young people. Summer action steps include:

- Center systems-building work on youth voice by hosting a set of Learn and Earn young people as a project-based worksite to build a framework for what students would want career education to look like in their schools.
- We are developing action plans with school staff from Woodland Hills HS, McKeesport HS, and Clairton HS, the initial schools, to identify ways our partnership can strengthen their capacity to advance career education in their schools.
- Identify 1-3 employers committed to building business-education partnerships with the three initial schools to establish strategies for sourcing talent from local high schools.

- Document the process of building business-education partnerships with employers to create replicable templates that can be applied to additional school communities.
- Build a fundraising plan that will support the evolution of Career Ready Allegheny and strengthen our youth employment system in alignment with the framework created by students.

### **Learn & Earn**

- The Learn & Earn application period closed with 3,190 applications and 1,641 youth determined eligible for Learn & Earn.
- Nearly 1,100 youth participated in orientation and work readiness training the week of June 17; work experiences for participants will begin June 24.
- Twenty-seven corporations are working with interns for the corporate program that began on June 10.
- Learn & Earn is set to serve approximately 1,100 youth in 2024.
- The City of Pittsburgh contributed an additional \$300,000 towards Learn & Earn which will allow us to serve an additional 119 City of Pittsburgh youth.

### **Connect4Work**

A new component of Learn & Earn called “Connect4Work” has launched. Connect4Work.org is a digital job board designed to facilitate connections between young adult job seekers (ages 14-18) and businesses with part-time hiring needs. This tool will be particularly useful for young people not eligible for the program due to income or other disqualifying factors.

Through this system, young users can create profiles, upload resumes, and apply for age-appropriate employment opportunities for positions.

### **Priority Populations**

- The Pittsburgh Reentry Career Services (PRCS) program, a Department of Justice-funded initiative, launched on October 1, 2023. This pre-to post-release reentry workforce program is continuing to accept enrollments and PA CareerLink® (PACL) staff has received enthusiastic responses from residents of the local Jail, especially among incarcerated women. Clients receive career services from PACL, including job placement, career counseling, and connection to second-chance employers. Other partners providing services as a part of PRCS include the Center for Employment Opportunities (transitional jobs provider), Operation Better Block (pre- and post-release mentoring), and ACTION Housing (housing search/rental assistance provider). We are seeing an increase in requests for housing assistance from PRCS participants, reflecting the need for initiatives like PRCS that embed housing funds into workforce programming. Clients also can co-enroll in WIOA and participate in training opportunities and other services as appropriate.
- Pathway Home, a pre- to post-release workforce program in collaboration with Midwest Urban Strategies and the US Department of Labor, began the yearlong follow-up period December 31, 2023. During the follow-up period, 81 participants will be assisted via supportive services and job retention and advancement counseling. Partner4Work remains the leading subrecipient

across training enrollment and credential attainment goals in the grant. In collaboration with the Allegheny County Jail and Professional Training Associates, the program delivered a total of five pre-release training cohorts focused on lead and asbestos abatement credentialing opportunities. Pre-release cohorts saw a completion rate of 96%. Contracted providers continue to engage in follow-up with Pathway Home clientele to obtain employment and general updates.

- As part of the Young Adult Reentry Program (YARP), Operation Better Block (the primary case management entity) has begun to enroll justice-involved young adults aged 18-24 into various training and job opportunities, ultimately placing participants into family-sustaining career paths as part of the YARP initiative. We are continuing to accept quote submissions for the YARP request for quotes (RFQ), seeking occupational skills training providers with experience delivering training to justice-involved young adults leading to industry recognized credentialing. The RFQ, which was publicly released in October 2023, will remain open for submissions until March 2025. The first round of provider submission reviews was completed internally in May and we are looking forward to extending training contracts upon board approval.
- New initiative: L&I awarded Partner4Work PA NHE Opioid DWG funding through April 2026. The initiative involves targeted workforce engagement around employment, training, and supportive services, partnered with PA CareerLink (contracted case management entity), Unity Recovery and local residential treatment facilities.
- The Southwest PA Regional Recovery Ecosystem, a two-year project funded by the Appalachian Regional Commission (ARC), is a collaborative effort between Partner4Work and neighboring workforce boards (Southwest Corner, Westmoreland-Fayette, and Tri-County) aimed at improving equitable employment access for 150 jobseekers in recovery. The first of 6 Certified Recovery Specialist Trainings covered with ARC funding (with a UPMC match) concluded on April 19th. The second of the 6 CRS trainings concluded on May 24th, 2024. We anticipate a number of trainees will sit for the CRS credential exam in the near future. Two of the three UPMC match CRS cohorts are scheduled for September 2024 and February 2025, both hosted by the Downtown PA CareerLink®. We anticipate the third and final UPMC match-funded CRS cohort will occur in Greene County tentatively in May of 2025. Partner4Work Priority Populations' staff and the aforementioned workforce development board staff members joined the PA Peer Support Coalition's (PaPSC) advisory board in an effort to garner ideas, best practices, and information around targeted workforce development and engagement in our regional recovery space.
- The Immigrant and Refugee Workforce Group had its second meeting of the year in April. Refugee resettlement organization partners on the call communicate the workforce and supportive service-related needs of immigrants and refugees in the City of Pittsburgh and Allegheny County while learning about the comprehensive resources and supports that exist as part of the One Stop and Title I systems. We look forward to continuing to work collaboratively to meet the unique needs of foreign-born residents in our region. Priority Populations staff works closely with the Office of Immigrant and Refugee Affairs (OIRA) through the Mayor's office in support of Welcoming Pittsburgh's efforts and events.



## **Industry Partnerships (IPs)**

### **Clean Energy IP**

The Clean Energy IP continues working with employers across the sector, connecting them with workforce services through PA CareerLink®, delivering technical assistance on DEI best practices, and providing training dollars to train new hires and upskill incumbent workers. Nine new employers participated in the most recent Professional Development cohort for the Clean Energy grant.

### **Construction IP**

The Construction IP continued its partnership with the Allegheny County Airport Authority (ACAA) to launch and graduate the fourth cohort of the 4Construction PIT2Work pre-apprenticeship training model on-site at the new Airport terminal. This fourth cohort included some funding from the ACAA Charitable Foundation, further signaling the priority of this initiative for the ACAA. Adding to the program's accolades, FastCompany named the PIT2Work workforce development collaborative a 2024 World Changing Ideas Awards honoree. The awards recognize innovative ways organizations address modern challenges, with PIT2Work garnering acclaim in the Enterprise, Corporate Social Responsibility and Education categories. Negotiations are underway to replicate the 4Construction model on two other construction projects in Allegheny County. Partner4Work also has added capacity to scale the work of this partnership by hiring for the role of Construction Industry Liaison.

### **Healthcare IP**

In partnership with UPMC, the Healthcare IP successfully registered another healthcare apprenticeship program with the State's Apprenticeship and Training Office Council. Approved in early April, the Surgical Technologist apprenticeship program will be a joint effort between UPMC, Carlow University, and Partner4Work. Currently in its pre-launch phase, the Healthcare IP team is working with UPMC to align funding sources with program design and needs. The Healthcare IP also continued working with UPMC on both the CNA apprenticeship program and the Facilities Maintenance Technician apprenticeship program.

### **Manufacturing IP**

The Manufacturing IP continues to work closely with employer partners under the Build Back Better (BBB) grant. Seven new apprentices hired by Eos Energy Storage have enrolled with CCAC for the Industrial Manufacturing Technician apprenticeship. Under BBB, the Manufacturing IP has made significant strides in its work with the Robotics sector. In partnership with the Pittsburgh Robotics Network, the IP has visited Advanced Construction Robotics and Near Earth Autonomy to explore potential training opportunities. As of this report, Near Earth Autonomy will be upskilling 15 incumbent workers in collaboration with the Manufacturing IP under the Build Back Better grant.

### **Technology IP**

The Partnership has enrolled three additional cybersecurity analyst apprentices, two of them under the Green Infrastructure grant, officially marking the first enrollments under this U.S. Department of Labor grant. The Tech IP convened CCAC and Fortyx80, the sponsor of the Apprenti tech apprenticeships, to align the curriculum so that CCAC can become an additional training provider under these tech

apprenticeship programs. Additionally, the partnership continues developing the apprenticeship standards for a Business Analyst apprenticeship track and now is expected to go before the Apprenticeship council in Q4 2024. Partner4Work also has added capacity to scale the work of this partnership by partially funding the hire of a Tech Lead under the supervision of the Pittsburgh Technology Council and Fortyx80.

**Job Quality - Industry Solutions Framework**

Partner4Work hosted a site visit from the National Fund for Workforce Solutions staff and Board. This two-day event focused on job quality as it relates to employer-led initiatives through Partner4Work's industry partnership work. The event provided an opportunity to share best practices in working with employers in Clean Energy, discuss the efforts of the White House Workforce Hub in Pittsburgh, and convene national and local experts to problem-solve ways to improve job quality for childcare workers in the region.

## **OTHER MATERIALS**

<b>Priority 1: Deliver effective, inclusive, and user-centered programs that build a stronger regional workforce.</b>			
<b>Strategy</b>	<b>What have we done?</b>	<b>Where are we now?</b>	<b>What comes next?</b>
<b>a. Ensure services and programs produce valuable and meaningful outcomes for employers, jobseekers, and partner organizations.</b>	Built co-op capacity at local career and tech centers, Aligned definitions for work-based learning with PDE language for school-age youth, Built pipeline programming into <a href="#">UPMC Magee through Auberle</a> , Built employer assessment tool, Improved program reporting and dashboards.	Registering pre-apprenticeships and building partnerships between existing pre-apprenticeships and unions, Implement employer assessment tool to create plans for workforce strategies, Revamped tracking of employer driven training to better understand our investments Moving the East PACL to provide a better location for job seekers	Increasing employer partnerships, Strengthen career pathways within priority industries, Support the development of pre-apprenticeships, Leverage AI where possible to track implementation and create plans, Create additional alignment, process
<b>b. Build processes and make programmatic decisions based on data, customer feedback, and established research.</b>	Survey of PACL participants completed, Added data team and Priority Population capacity, Launched leadership team dashboard and dashboard for TANF youth outcomes, Expanded WIOA youth quarterly dashboard	Holding focus groups, Built capacity to assess program compliance factors on a weekly basis, Revamped tracking of employer driven training to better understand our investments	Opportunities identified for additional feedback, Proactively identify areas for improvement in outcomes and inform service delivery teams, Expand reporting accessibility, Set clear goals and accountability measures to support user-centered program improvement
<b>c. Strengthen the integration, coordination, and accessibility of local workforce services.</b>	Youth and Learn & Earn programming offered at PACL, Quarterly collaborative sessions with providers, Referral cmte of WIOA providers, Superintendent cmte convened by AIU to address WF development & education, Advised on <a href="#">CEW standards</a> , PDE advised on our guides for work-based learning, Engaged 300+ educators and partners	Kiosks and floating staff deliver adult and dislocated worker services offsite at youth and other providers, Building Career Ready Allegheny, a website that will be a warehouse of resources for teachers and employers to build school-based partnerships, secured core education partners and first two employer partners, <a href="#">Youth Systems Build Academy</a> work laying foundation for replicable process for alignment between K-12 and WFD	Exploration of co-location of services underway, Strengthen the systems for referrals and co-enrollments, Expand linkages to <a href="#">IRTP</a> trainings for youth, Create aligned recruitment for pre-apprenticeships in construction and CBOs for non-construction fields, Launch Career Ready Allegheny with integration with SkillUp PA, Build industry advisory group of intermediaries

<p><b>d. Advance inclusive practices and meet the unique needs of diverse customers and partner organizations.</b></p>	<p>WIOA data are disaggregated by population, Added regular staff time at the UPMC Neighborhood Center in Larimer, Priority Population team added capacity,</p>	<p>Exploring additional opportunities for computer kiosks and other offsite service locations, Moving PACL East to a more accessible and user friendly location</p>	<p>Draft and publish a statement of inclusion to guide our programs, Build relationships with employers seeking to recruit from key neighborhoods and ZIP codes, Exploring Co-location Focusing on improved service model</p>
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**Priority 2: Convene and influence local leaders to support data-informed decision-making and fieldwide innovation.**

<p><b>Strategy</b></p>	<p><b>What have we done?</b></p>	<p><b>Where are we now?</b></p>	<p><b>What comes next?</b></p>
<p><b>a. Conduct research and analysis to track emerging trends and be the preeminent information source on workforce development.</b></p>	<p>Increased communication with policy makers; successfully influenced state-level policy changes, Hired Industry Liaisons, Building national networks through Workforce Hub, NFWS, Results for America fellowship</p>	<p>Lead PA Delegation for Capitol Hill meetings at NSC Skills Summit, Continued industry partnership initiatives, Presented at NAWB; WWW <a href="#">policy briefs</a> include a review of literature on best practices</p>	<p>Policy team will develop and implement government relations / advocacy communication plan, Additional WWW reports</p>
<p><b>b. Inform and advise the region on emerging research, data, trends, and best practices.</b></p>	<p>Building networks of informed partners, including White House Workforce Hub tables, ACAR summit, Producing new reports: <a href="#">Opportunity Occupations</a>, <a href="#">LMI reports</a>, <a href="#">policy</a></p>	<p>First <a href="#">What's Working In Workforce</a> report issued</p>	<p>Speaker series planned for provider upskilling, Annual report upcoming, Redesign P4W public website, Elevate participant stories</p>
<p><b>c. Facilitate cross-sector relationships &amp; collaboration for a more cohesive and workforce system.</b></p>	<p>Connect4Work summit and re-entry training, White House Workforce Hub Tables established</p>	<p>White House Workforce Hub tables continue, Industry Partnership development</p>	<p>Speakers series planned for provider upskilling, Internal team structure aligned with system needs</p>

**Priority 3: Expand our name recognition, credibility, and value proposition among our key partners.**

<p><b>Strategy</b></p>	<p><b>What have we done?</b></p>	<p><b>Where are we now?</b></p>	<p><b>What comes next?</b></p>
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<b>a. Create &amp; implement a business-to-business comms strategy to generate brand recognition.</b>	EOS Marketing Strategy developed, <a href="#">Gray Matter joined Partner4Work at the White House</a> to share story of <a href="#">apprenticeships in tech</a> , Best practice case studies under development	Communications Directories created	Operationalize P4W comms directory
<b>b. Deepen our credibility among key partners.</b>	<a href="#">Annual report 2023</a> , White House Workforce Hub	Staff serve on 21 local and national boards	Annual report 2024; success stories, Media Workforce series, Renewed external newsletter
<b>c. Build the infrastructure and capacity to amplify our efforts and value.</b>	Contract with two consulting firms to develop communications strategy and materials	Added social media coordinator, implementing board training/onboarding strategy, EOS process mapping underway	Will implement board engagement strategy, Core processes will be mapped and FBA

**Priority 4: Bolster our organizational infrastructure to support innovative programs and sustainable impact.**

<b>Strategy</b>	<b>What have we done?</b>	<b>Where are we now?</b>	<b>What comes next?</b>
<b>a. Increase unrestricted funding.</b>	Match for Child Care Job Quality Grant leveraged through Funders Collaborative; Received funding for Pgh Pictures through RK Mellon	Proposal for Fee For Service submitted, Data and need for training funding clearly articulated, Proposals submitted to new philanthropic orgs	Continue to pursue flexible funding
<b>b. Bolster fiscal and programmatic integrity.</b>	New weekly reporting for case notes and services past due	Added proactive weekly monitoring practices putting an emphasis on the importance of timely and sufficient data-entry, Regular, timely TA for providers	Standing weekly Friday T/A session with providers specific to CWDS data entry. Development & implementation of CRM with provider monitoring dashboards.
<b>c. Become an exemplary employer in the region.</b>	Implementing EOS, Core values identified, Revamped employee handbook	Rebuilding PMO, Implementing Recovery Friendly Workplace, Will soon release RFP for healthcare benefits	Building CRM, Aligning Core Values with hiring and evaluation
<b>d. Build the team's capacity.</b>	Included professional development line items in departmental budgets, Built EOS Accountability chart and continuing right person, right seat discussions	Budget has a slight increase in Professional development, In process of time study and working through organizational needs, Re-org completed in 2024	Investing in staff through professional development, Reorganizing to strengthen our roles to make sure staff are being utilized to their full potential

# PARTNER WORK

## Allegheny County Labor Market Update

# 2024: 1st Quarter

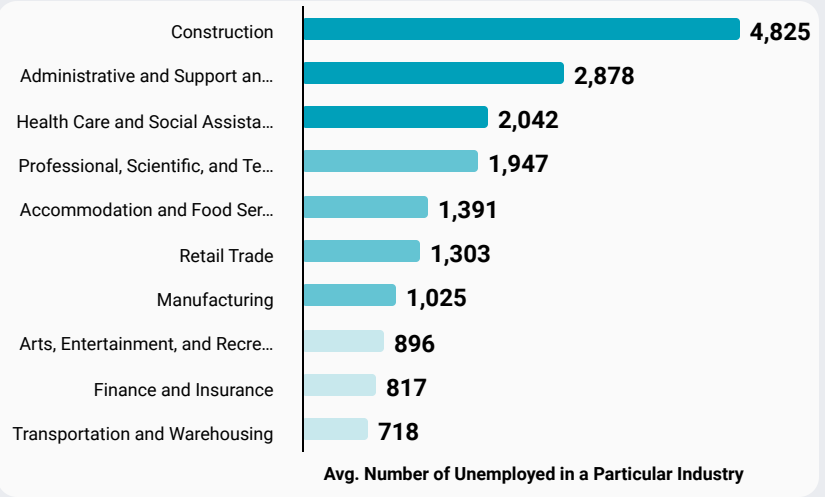
### Quarterly Labor Market Facts\*

Estimated 2024 Jobs	732,057
Labor Force	636,971
Unemployed	21,258
Unemployment Rate	3.3%
Labor Force Participation Rate	61.2%

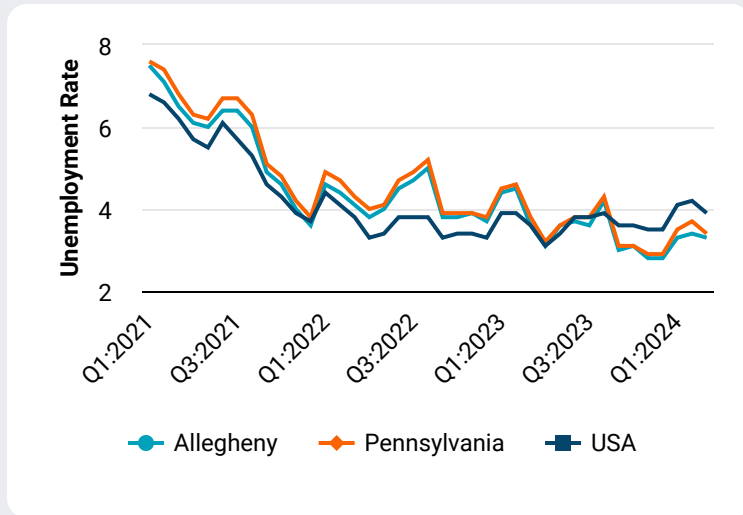
\* Quarterly statistics were calculated using a three month average. Data is not seasonally adjusted, and may contain preliminary values.

\*\* Full quarter data not available, includes average of January and February unemployment.

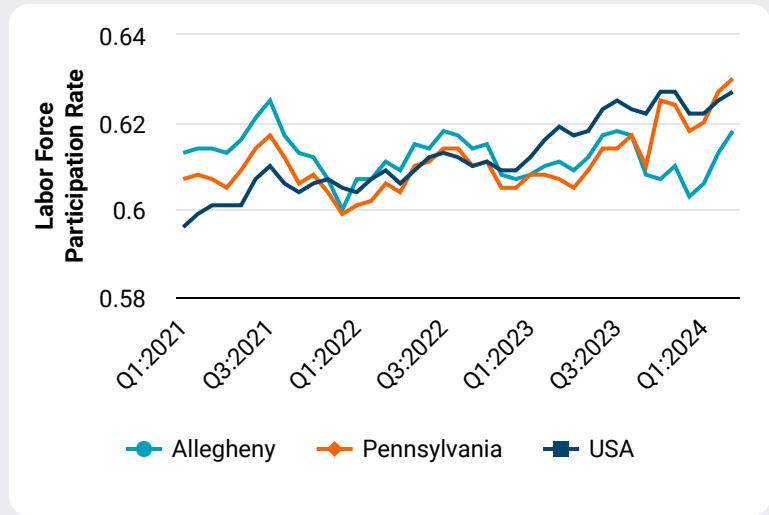
### 2024 First Quarter Industry Unemployment For the Top Ten Most Unemployed\*\*



### Unemployment Rate (Not Seasonally Adjusted)

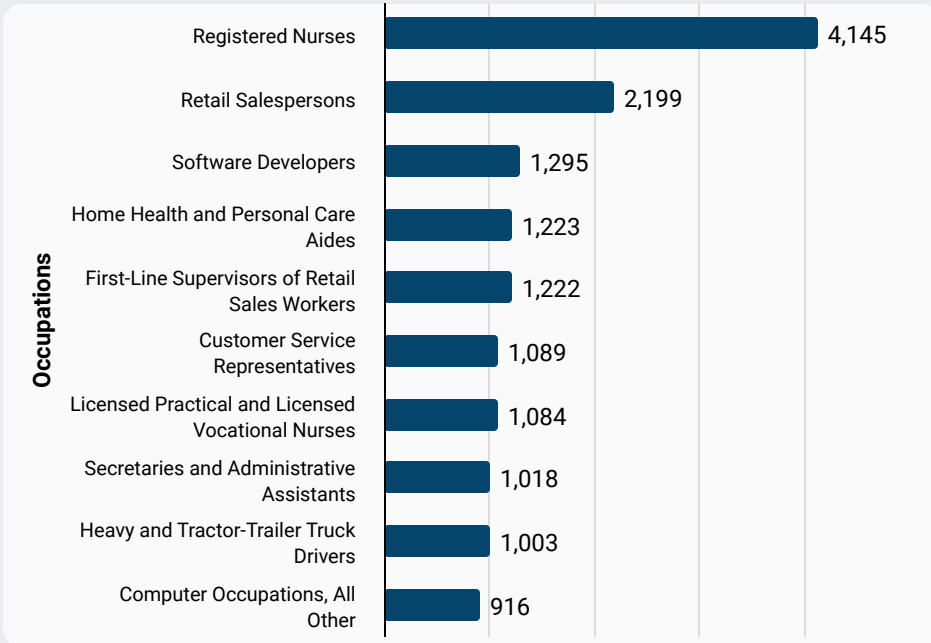


### Labor Force Participation Rate (Not Seasonally Adjusted)

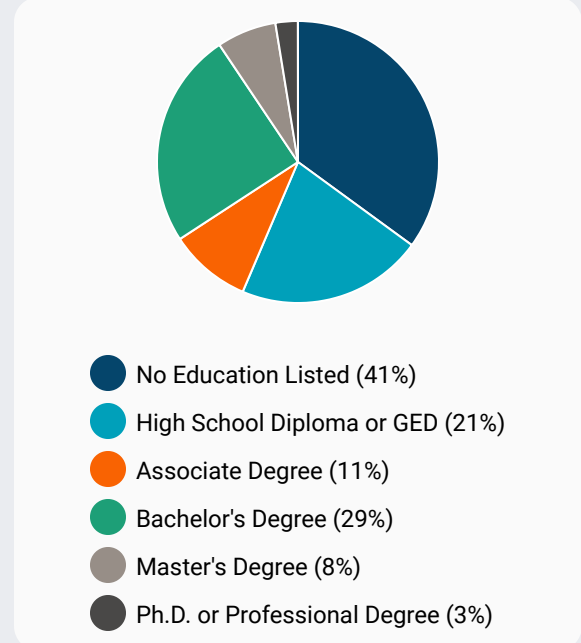


In the first quarter of 2024, the labor market in Allegheny County continued to experience historically low **unemployment rate**, and a rise in **labor force participation rate**. While there was a decline in labor force participation in Allegheny County for the latter part of 2023, both Pennsylvania and Allegheny County's labor force participation rate increased at a greater rate than the national rate in the first quarter of 2024. In terms of industry specific unemployment, those who worked in **Construction**, **Administrative and Support and Waste Management and Remediation Services**, and **Healthcare and Social Assistance** industries, experienced the largest unemployment in the first quarter.

### Top Job Advertisements by Occupation



### Education Mentions in First Quarter Job Advertisements

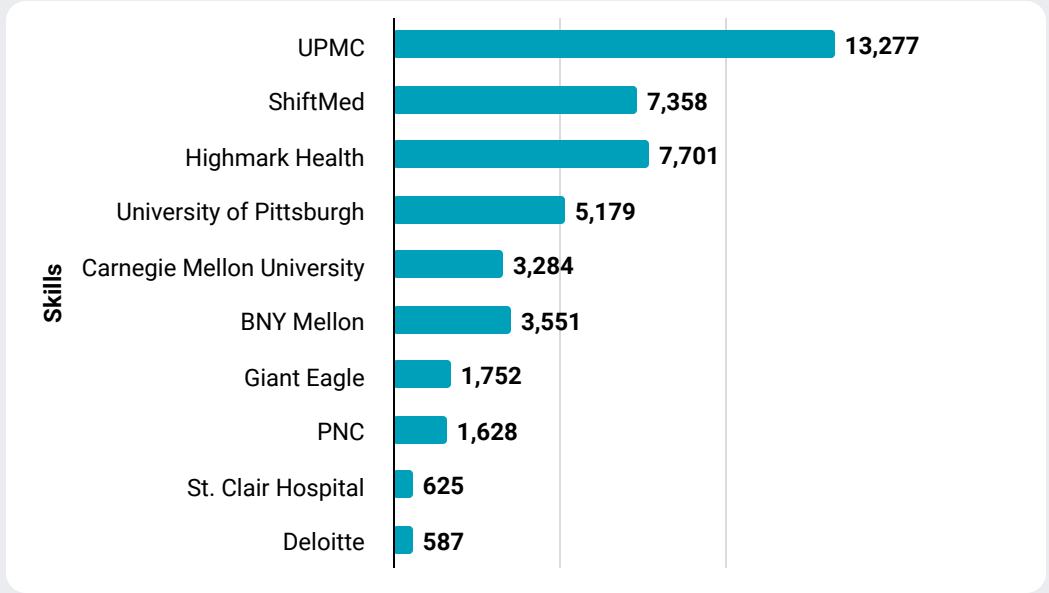


**80,554**  
First Quarter Job Advertisements

**+15.6%**  
Increase in Job Ads  
2023:Q4 to 2024:Q1

**\$50,342**  
Annual Median Advertised Salary

### Companies in Allegheny County with the Most Job Advertisements in the First Quarter



During the first quarter in Allegheny County, there were 80,554 active job advertisements, with an annual median advertised salary of \$50,342. Typically, the first quarter of the year will experience large gains in the labor market, both in labor force attraction and participation. **Registered Nurses** and **Retail Salespersons** remained at the top as the most advertised occupations, with **Software Developers** becoming the newly added third most advertised occupation. Finally, approximately 73% of all job ads **did not list the need for a bachelor's degree**; and **Healthcare and Social Assistance** industries made up the largest sector of industries looking for workers.



## **#FREETHEDATA**

On June 12, 2024, legislation to #FreetheData passed the Pennsylvania Senate 48-0. The bill will #FreetheData, providing workforce boards and stakeholders with enhanced access to critical information and ensuring that workforce boards and other stakeholders have timely data from the Commonwealth to serve jobseekers, workers, and businesses better. The Pennsylvania Workforce Development Association is leading [a coalition of business organizations, labor unions, and social service agencies in a campaign to pass legislation allowing better access to workforce data from the Commonwealth.](#)

Currently, local workforce boards and other stakeholders in Pennsylvania are experiencing a severe data lag that makes it difficult to evaluate and change workforce policies and programs effectively. Specifically, Unemployment Compensation and new hire data can take up to 24 months to access from the Pennsylvania Department of Labor and Industry. Two-year-old data does not provide enough information to redesign programs or processes that improve customer outcomes. In the last several years, we have seen how quickly economic and workforce conditions have changed. For our workforce development system, we need access to more real-time data that reflects the realities in the field.

The proposed legislation to #FreetheData holds potential for our workforce development system. It has two primary components that will revolutionize the way we access and use data.

- First, the Pennsylvania Department of Labor & Industry should share information on unemployment claims, unemployment wages, and new hire databases with Pennsylvania's local workforce development boards and other stakeholders for performance accountability, evaluation, and research.
- Second, the Pennsylvania Department of Labor & Industry should develop an accessible and usable dashboard platform that allows streamlined, user-friendly access to the data at any point in time.

The Pennsylvania Workforce Development Association is leading a coalition of workforce and community development organizations, including Allies for Children, Builders Guild of Western PA and Pittsburgh Works Together, Keystone Development Partnership, Keystone Research Center, Manufacturers' Association of South Central PA, National Federation of Independent Business PA, PA Chamber of Business and Industry, Pennsylvania Partnerships for Children, and the United Way of Pennsylvania.

The bill is expected to be introduced in the House the week of June 24, 2024.

# #FREEtheDATA

## # Improving Pennsylvania's Workforce Development Services

For every 6 unemployed Pennsylvanians, there are 10 job openings. With increasing pressure to address Pennsylvania's need for labor, its local workforce development system must continually maximize its ability to help jobseekers find employment and support employers to hire and retain skilled talent.

Pennsylvania's workforce development system must have the ability to maximize customer outcomes, assess programs, and redesign its services. But unfortunately, our system is hamstrung by out-of-date data and lack of access to timely and purposeful information. That means our local workforce leaders often have to use 18-24 month old information and data to build initiatives and interventions to help Business, Workers, Jobseekers, and Students. With the speed of change in our economy, this is simply unacceptable.

## # SB761 Summary

Amends the PA Workforce Development Act to require, where federally allowed, the disclosure of unemployment claimant (uc), unemployment wage, and new hire database information with Pennsylvania's local workforce development boards for purposes of performance accountability, evaluation, and research.

In support of equitable access and use of data, the bill requires the Department to provide technical assistance by developing an accessible and usable dashboard platform that allows streamlined access to the data at any point in time.

21 Pennsylvania Local Workforce Development Boards have signed on to #FreeTheData Advocacy

## # Other States

New York and California have enacted data-sharing bills for workforce development boards.

Other states such as Ohio, New Jersey, Illinois, Arkansas, Kentucky, Texas, California, and others are exploring administrative actions to share the data. SB761 could be implemented if Pennsylvania opted in to its national data-sharing collaborative.

## # Impact Examples

Improve the unemployment path to employment

Be informed if a PA CareerLink customer gets a job

Eliminate redundant administrative steps and redirect local staff time and funds to customer services

Research and evaluate publicly funded programs

Coalition Partners

## Earned Media

1. [Bridge to Equity: History of systemic disinvestment must be undone to build up workforce](#), Pittsburgh Business Times, April 4, 2024.
2. [Partner4Work names Susie Puskar COO](#), Pittsburgh Business Times, April 8, 2024
3. [Pilot program hopes to help hundreds of Pittsburgh homeowners in high-need areas with energy bills](#), WPXI-TV, April 22, 2024
4. [Initiative launched to reduce energy burden for Pittsburgh households](#), April 22, 2024, City of Pittsburgh
5. [How Pittsburgh plans to thrive in the advanced industrial future](#), Pittsburgh Business Times, April 24, 2024
6. [Pennsylvania's innovation economy remains challenged](#), Washington Examiner, April 29, 2024
7. [GrayMatter apprentice speaks at White House panel](#), Pittsburgh Business Times, April 29, 2024
8. [Pennsylvania innovation economy remains challenged](#), Denver Gazette, April 29, 2024
9. [Pittsburgh shows White House how apprenticeships can build tech jobs](#), Pittsburgh Post-Gazette, May 3, 2024
10. [Cherry's and Caplan's Viewpoint: The transformative power of apprenticeships](#), Pittsburgh Business Times, May 3, 2024
11. [These 11 projects show that corporate social responsibility can be more than just lip service](#), Fast Company Magazine, May 14, 2024.
12. [Shapiro Administration recognizes Pittsburgh pre-apprenticeship program serving marginalized communities, highlights millions in apprenticeship funding in 2024-2025 proposed budget](#), Labor & Industry media, May 15, 2024

## Top Social Media Posts (April through June 19)



**Partner4Work**  
May 3 · 🌐

Ready to kickstart your career? Join us at the Steel City Career Expo on May 15th at the City-County Building, Pittsburgh! Thi... See more

**Join us at the Steel City Career Expo!**  
PA CareerLink® Pittsburgh, in collaboration with the City of Pittsburgh and Allegheny County, is thrilled to announce the upcoming Steel City Career Expo! This dynamic event promises a wealth of opportunities for job seekers. If you're eager to explore new career prospects and discover the latest job openings, this event is a crucial attend event. Register today to secure your spot!

May 15th, 2024 | 1:00 PM - 5:00 PM | Main floor of the City-County Bldg | 414 Grant St. Pittsburgh, PA 15214

**City of Pittsburgh Openings:**

- Admin | J04 20094239
- Firefighters | J04 20093705
- Police Officers | J04 20091932
- IT (Innovation Performance) | J04 20093766

**Allegheny County Openings:**

- Department of Human Services | J04 20093675
- Health Department | J04 20093721
- Bureau of Corrections (LAB) | J04 20093146

PA CareerLink® Pittsburgh provides counseling, training, events, and resources to help job seekers find the right job and employers find the right employees. Our services support and advance our diverse, equitable, and inclusive workforce and the economic vitality of the Pittsburgh region.

**Cheryle Olson**  
cheryle.olson@careerlinkpittsburgh.org  
412.446.0094 x1022

Please contact us to register or if you have any questions.

To view a full calendar of events, visit the QR code or go to <https://bit.ly/careerlinkevents>

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1d · 🌐

We are thrilled to celebrate the graduation of the cohort of UPMC Health Plan's Freedom House 2.0!... see more



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**What's Working in Workforce**



**PARTNER  WORK**  
**WHAT'S WORKING IN**  
**WORK  FORCE**



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**Guest Wireless:** TRWIB-Guest    **passphrase:** Welcome2TRWIB!

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<b>CareerLink (East Office)</b> Ardmore Blvd.	412-436-2225 (Main) 412-436-2133 (Fax)	Greeter desk: call Main # press 201 of zero
<b>Centre City Tower</b> <b>SECURITY</b> (Lobby Guard)	<b>646-340-1700 ext. 806</b>	

## PA CAREERLINK® PITTSBURGH/ALLEGHENY COUNTY SYSTEM

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TTY 412-271-4217

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Pittsburgh, PA 15222  
412-552-7100  
TTY 412-552-7044

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New Kensington, PA  
15068  
724-334-8600  
TTY 724-334-8713

#### **Mon Valley Regional**

570 Galiffa Drive  
Donora, PA 15033  
724-379-4750  
TTY 724-379-5981

Partner4Work, formerly 3 Rivers Workforce Investment Board, leads the development, integration and implementation of a world-class workforce development system in Pittsburgh and Allegheny County.

### **Mission**

To develop a thriving workforce, Partner4Work drives and delivers strategic investments, provides expertise, and creates opportunities for businesses, job seekers, agencies, and policymakers in Allegheny County and the City of Pittsburgh.

### **Vision**

Partner4Work envisions a thriving and prosperous community, where all residents have access to expansive career opportunities and all businesses have access to a talented workforce.

### **Values**

We will lead with integrity; treat individuals respectfully and support all individuals in their quest for meaningful employment; be inclusive in recognizing diversity; be excellent stewards of public resources; respect employers' diverse talent needs.

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