

PARTNER WORK

The Workforce Development Board for the Pittsburgh Area



Building a thriving workforce for the Pittsburgh region.

Board of Directors' Briefing Book

S e p t e m b e r 2 7 , 2 0 2 4



David J. Malone
Chair



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PNC

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Chief Financial Officer
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Valentin, Marisol
Executive Director
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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

September 27, 2024

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Partner4Work Board of Directors' Meeting
8:30 to 10 a.m. September 27, 2024

Via Zoom: <https://us02web.zoom.us/j/84429276309?pwd=TFVDd2tiMitZenl6VVF1bS9QdnVHZz09>
PA CareerLink, 300 Penn Center, Building 3, Floor 8, Pittsburgh, PA 15235

1. Welcome and roll call

David Malone, Chair

2. General Business – Consent Agenda

ACTION:

- o **Accept** all funds since the last Executive Committee meeting
 - \$15,000 National Skills Coalition
 - \$15,500 Sustainable Pittsburgh
 - \$45,000 Citizens Bank for BankWork\$
 - \$10,000 Dewalt Grow the Trades

Corporate Learn & Earn Contributions:

 - \$10,000 UPMC Corporate Learn & Earn
 - \$5,000 Jones Day Corporate Learn & Earn
 - \$5,000 Power Recovery Corporate Learn & Earn
 - \$5,000 Pittsburgh Penguins Corporate Learn & Earn
 - \$5,000 Pittsburgh Pirates Corporate Learn & Earn
 - \$5,000 David L Lawrence Convention Center Corporate Learn & Earn
 - \$5,000 Levy Restaurants Corporate Learn & Earn
 - \$5,000 Sports & Exhibition Authority Corporate Learn & Earn
- o **Approve** contracts
 - Learn & Earn**
 - Allegheny County DHS \$42,815
 - Neighborhood Learning Alliance \$36,000
 - Building Pathways to Infrastructure**
 - Green Building Alliance \$25,000
 - FortyX80 Inc \$48,105
 - ARC**
 - Dynamic Workforce Solutions \$5,586
 - Hillman**
 - A1 Resources, LLC \$52,500
 - Keen360 \$197,150
 - National Fund Workforce Solutions \$17,000
 - Youth State Re-Entry**
 - All State Career School \$18,750
 - Landforce \$20,480
 - Phase 4 Learning Center \$25,000
 - Build Back Better**
 - Near Earth Autonomy, Inc \$68,000
 - Eos Energy Enterprises, Inc. \$70,756
 - Advanced Construction Robotics \$20,000

Management & General

- Event Horizon Ventures LLC \$40,000
- Melissa Seldin Consulting \$28,500

Industry Partnerships

- Diversity Way-Maker Consulting LLC \$40,000
- Trying Together \$25,000
- Building Performance Architecture \$10,000

DWG Opioid

- Dynamic Workforce Solutions \$32,214

- o **Approve** policy revisions, including the new Opioid DWG program policies and EARN/Work Ready policy (full policies are included on page 14 of Briefing Book)

3. Committee Reports

a. Program Optimization Committee

Cat McLaughlin, Chair

- i. *Vote to approve Negotiated WIOA Performance Levels for PY24 and PY25*

b. Youth Program Committee

Deb Caplan, Chair

- i. *Learn & Earn and Year Round Youth*
- ii. *Career Ready Allegheny*

Dr. Carl Wesley, CPO

4. Title II presentation

Carey Harris, Literacy Pittsburgh

5. CEO's report

Robert Cherry, CEO

6. Other Board Business

7. Open Forum and Public Comment

Speakers are limited to three (3) minutes

8. Adjournment and Tour of PA CareerLink® Pittsburgh/Allegheny County Allegheny East

MEETING MATERIALS

Minutes of Partner4Work Board of Directors’ Meeting

8:30 a.m. June 28, 2024

VIA ZOOM and in person at PA CareerLink Downtown Pittsburgh

Board Members Present

Barcaskey, Rich
Bullock, Dr. Quintin
Caplan, Debra
Casoli, Rich
Coplan, Dave
Dalton, Erin
Dozier, Clarence
Ellsworth, Laura
Gittlen, Ike
Gonzalez, Gaby
Harris, Carey
Holt, Tim
Houser, Crystal
Huey, Terry
Kelly, Darrin
LaVallee, Dan
Malone, David
McLaughlin, Cat
Stewart, Josh
Thomas, John
Washington, Dr. Nancy
Williamson, Sam

Board Members Absent

Acklin, Kevin
Allen, Will
Massaro, Steve
McEvelly, Katherine
Nobers, Jeff
Rendulic, Mark
Wheatley, Jake

Guests Present

Bey, Jmar (South Hilltop Men’s Group)
Dick, Jeff (L&I)
Ferguson, MaryBeth (L&I)
Higgins, Kiara (Dynamic Workforce Solutions)
Jutca, Alex (Allegheny County DHS)
Kovak, Brian (CMU)
Lampman, Chester (Labor & Industry)
Leisten, Terri (Dynamic Workforce Solutions)
Mazza, Steve (Carpenters)
Morrow, Leo (L&I)

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 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
Educational Data Systems, Inc.	\$1,500,000

ZOOM and PA CareerLink Downtown Pittsburgh

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

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

The consent agenda was approved on a motion by Tim Holt, seconded by Darrin Kelly. Carey Harris abstained from the Literacy Pittsburgh contract vote and Erin Dalton abstained from the DHS contract vote.

COMMITTEE REPORTS

Finance

CFO Kristin Kramer presented the 2024-2025 annual budget and financial statements. The board discussed changes in the budget and programs for priority populations.

On a motion by Carey Harris, seconded by Deb Caplan, the budget was approved as presented. There were no objections or abstentions.

Program Optimization Committee

Chair Cat McLaughlin presented the slate of proposed Industry Recognized Training Pipeline (IRTP) contracts. These programs require employer participation in the design and implementation of the contracts. Training programs must include guarantee of interview or employment for successful graduates to be considered for funding. The board discussed the closures of Triangle Tech and the Pittsburgh Technical College as opportunities and challenges for the region. Community College of Allegheny County was commended for their work to ensure that students impacted by these closures would be able to finish their degrees with CCAC. Discussion also included opportunities for further engagement with Chambers of Commerce and stackability of credentials.

On a motion by Sam Williamson, seconded by Carey Harris, the IRTP contracts were approved as presented. Dr. Quintin Bullock, Deb Caplan, Tim Holt, and Dan Lavallee all abstained. There were no objections.

Governance and Youth Advisory Committee

Chair Deb Caplan welcomed new board members Jmar Bey, Steve Mazza, and Nadyli Nunez to the board and thanked Chief of Staff Jake Wheatley for their recommendation. She informed the Board that Learn & Earn began last week and that 1,100 young adults have begun jobs in the program. This is a slight reduction in the number of youth employed in previous years and is a result of an increase in the wages for participants as well as the prior depletion of covid-related roll over funding. She also introduced an online resource called Connect4Work for job seekers ages 18 and younger who are looking to work but are either ineligible for L&E due to income or other criteria, want to work year-round, or are on the Learn & Earn waitlist.

Ms. Caplan also presented on the slate of WIOA and TANF year-round youth contracts. WIOA funding is available to Partner4Work to spend over two program years. WIOA youth contracts for PY24-25 will include a slight reduction in total funding to right size funding to spend half of year one funds and half of year two funds. This will enable Partner4Work to provide a more stable and consistent funding level for providers. **On a motion by Tim Holt, seconded by Carey Harris, the WIOA and TANF youth contracts were approved as presented. Dave Coplan abstained. There were no objections.**

ALLEGHENY COUNTY ANCHORED RE-ENTRY SUMMIT

Chief Program and Innovation Officer Dr. Carl Wesley presented on the Allegheny County Anchored Re-entry Summit (ACAR). The event was attended by more than 300 people and sought to build the capacity and ability of employers to hire individuals with justice system involvement. Board discussion included additional opportunities for [connecting employers with resources to hire and retain employees with justice system involvement](#) and examples of companies like A1 and Burgatory, who are doing this well.

TITLE I PRESENTATION

Terri Leisten and Kiara Higgins from Dynamic Workforce Solutions presented on their work on the Title I Adult/Dislocated Worker contract in the Downtown Pittsburgh and Allegheny East PA CareerLink Centers. They shared that the local labor market continues to have low unemployment. This has required a shift in service model to provide ready resources to job seekers. Many job seekers have never considered the public workforce development system as an opportunity to meet their career goals. Individuals do not seek services out through the public system as they did in previous periods of high unemployment. To improve services, Dynamic has helped move both PA CareerLink locations in Allegheny County, increased outreach at special events and in community based organizations, and created flexibility for their customers. Business services have also been a key area of attention, with new metrics in place to track and report on outreach and partnerships. Dynamic continues to prioritize partnerships and improvements to services for job seekers and businesses in their work.

POLICY

Dillon Moore presented on new pending legislation being considered by the Senate Health, Education, Labor, and Pensions (HELP) Committee. This legislation would reauthorize the Workforce Innovation and Opportunity Act. The Senate HELP Committee is taking comment until July 5, 2024 on the proposed legislation. Partner4Work staff will submit comment requesting the prioritization of continued local control for the public workforce system and the reduction of bureaucratic requirements.

CEO REPORT

Rob Cherry informed the board that the DOL Advisory Committee on Apprenticeships, which he chairs, will visit Pittsburgh later this year. The meeting will highlight New Sector apprenticeship opportunities we are building in the region.

PUBLIC COMMENT

There was no public comment.

With no public comment, on a motion from Tim Holt, seconded by Dr. Quintin Bullock, the meeting adjourned at 9:30 a.m. There were no objections or abstentions.

Executive Committee Minutes from June 14, 2024

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.

Consent Agenda

There was not a quorum present. It was decided that the consent agenda would move to the full board meeting on June 28, 2024.

Financial Report and Dashboard Review

Kristin Kramer presented the budget for 2024-2025 and dashboard report. Partner4Work is in a strong cash position moving into the next program year, projecting a slight increase in overall budget.

Youth and Learn & Earn Updates

Debra Caplan reported on full youth program contracting and Learn & Earn. Six WIOA Youth providers and 12 TANF Youth providers are recommended to receive contracts beginning July 1, 2024. These providers are all current providers being recommended for extension. Learn & Earn is off to a great start. As in the past two years, youth are being paid more than minimum wage. While for two summers this shift was supported with additional carry over funding, the budget in 2024 will require a reduction in the number of youth employed. A full report on the program will be available at the September meeting.

Program Optimization Updates

Carl Wesley discussed the recently closed Industry Recognized Training Program procurement. Eighteen proposals were received in industries including construction, financial services, healthcare, IT, and others. Ten proposals are recommended for funding beginning on July 1, 2024.

Policy Updates

Susie Puskar shared policy updates recommended for approval to improve supportive service accessibility, revise language in eligibility policies to align with new State guidance, create vouchers for TANF recipients for training, and create a new firewall policy for the One-Stop Operator. The firewall policy is required as the same organization (Equus) plays the role of One-Stop Operator and service delivery provider.

CEO Update

Rob Cherry outlined Partner4Work's expanding role through state and national leadership appointments and presentations. He also discussed shifts in the local labor market and the closing of Triangle Tech and Pittsburgh Technical College.

There was no public comment.

The meeting adjourned at 9:43 a.m. The Committee adjourned to an executive session to discuss a personnel matter.

WIOA Performance Negotiations PY2024 & PY2025

The Pennsylvania Department of Labor & Industry (L&I) negotiates WIOA Title I programs performance goals with the U. S. Department of Labor on a two-year program cycle. In an effort designed to meet or exceed the state WIOA performance goals, PA negotiates these same goals with PA’s local workforce development areas (LWDA) to optimally set each local area’s WIOA Title I performance goal levels so that, collectively, the state negotiated performance goals are met or exceeded.

During August 2024 - September 2024, Partner4Work completed the process of negotiating WIOA Title I Adult, Dislocated Worker, and Youth performance levels for PY2024 and PY2025. The following table provides the negotiated performances levels accepted by L&I.

Following board approval, Partner4Work will update our WIOA Local Plan with these new levels.

Allegheny County WDA and City of Pittsburgh WDA

Program	PY2024 Negotiated Levels	PY2025 Negotiated Levels
Adult		
Employment Second Quarter after Exit	76.0%	76.5%
Employment Fourth Quarter after Exit	73.5%	74.0%
Median Earnings Second Quarter after Exit	\$6,500	\$7,000
Credential Attainment Rate	71.0%	71.5%
Measurable Skill Gains	60.0%	60.0%
Dislocated Workers		
Employment Second Quarter after Exit	75.0%	76.0%
Employment Fourth Quarter after Exit	75.0%	76.0%
Median Earnings Second Quarter after Exit	\$9,500	\$9,750
Credential Attainment Rate	71.5%	72.0%
Measurable Skill Gains	57.0%	57.0%
Youth		
Employment Second Quarter after Exit	65.0%	66.0%
Employment Fourth Quarter after Exit	62.0%	62.0%
Median Earnings Second Quarter after Exit	\$2,750	\$3,000
Credential Attainment Rate	87.0%	87.0%
Measurable Skill Gains	82.0%	82.0%

**Partner4Work Policy Changes for Board Approval
September 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
TANF EARN & Work Ready Vehicle Purchase Pilot Policy	<p>Policy Purpose: Partner4Work aims to implement a Vehicle Purchase Pilot to support Temporary Assistance for Needy Families (TANF) and Extended TANF (ETANF) Employment and Advancement Retention Network (EARN) and Work Ready program participants in obtaining reliable transportation, thereby enhancing their employment prospects and overall economic stability. This policy outlines the framework, eligibility criteria, and responsibilities associated with the pilot program.</p> <p>Recommended Changes for Board Approval (September 2024): New Policy</p>
Opioid Dislocated Worker Grant (DWG) Supportive Services Policy	<p>Policy Purpose: The purpose of this policy is to articulate how supportive service dollars are permitted to be provided to participants of the Opioid DWG program.</p> <p>Recommended Changes for Board Approval (September 2024): Partner4Work recommends the following adaptations be made to the WIOA-funded supportive service policy in order to serve Opioid DWG participants:</p> <ul style="list-style-type: none"> ● Remove any references to “WIOA” and replace with “Opioid DWG”. ● Remove CWDS service codes for WIOA supportive service categories.
Opioid Dislocated Worker Grant (DWG) Individual Training Account (ITA) Policy	<p>Policy Purpose: Partner4Work has adopted the following policy with respect to the use of Individual Training Accounts (ITAs) funded through Opioid Dislocated Workers Grant allocations.</p> <p>Recommended Changes for Board Approval (September 2024): Partner4Work recommends the following adaptations be made to the WIOA-funded ITA policy in order to serve Opioid DWG participants:</p> <ul style="list-style-type: none"> ● Remove any references to “WIOA” and replace with “Opioid DWG”. ● Remove language surrounding the funding availability for CDL programs. ● Add a section entitled “Trainings Covered by ITAs” to highlight the specific training programs allowable under the Opioid DWG program.
Opioid Dislocated Worker Grant (DWG) On-the-Job Training (OJT) Policy	<p>Policy Purpose: The purpose of this policy is to articulate how On-the-Job (OJT) training funds are to be administered in Pittsburgh and Allegheny County under the Opioid DWG Disaster Grant.</p> <p>Recommended Changes for Board Approval (September 2024): Partner4Work recommends the following adaptations be made to the WIOA-funded ITA policy in order to serve Opioid DWG participants:</p> <ul style="list-style-type: none"> ● Remove any references to “WIOA” and replace with “Opioid DWG”.

PARTNER WORK

TANF EARN & Work Ready Vehicle Purchase Policy

Purpose

Partner4Work aims to implement a Vehicle Purchase Pilot to support Temporary Assistance for Needy Families (TANF) and Extended TANF (ETANF) Employment and Advancement Retention Network (EARN) and Work Ready program participants in obtaining reliable transportation, thereby enhancing their employment prospects and overall economic stability. This policy outlines the framework, eligibility criteria, and responsibilities associated with the pilot program.

Affected Parties

This policy applies to all TANF and ETANF participants in Allegheny County EARN and Work Ready programs. Allegheny County EARN and Work Ready staff and contracted partners are responsible for implementing this policy.

References

- [55 Pa. Code § 165.46.](#)
- [PA DHS Cash Assistance Handbook](#)
- [P4W EARN & Work Ready Supportive Services Policy](#)

Introduction

Under the current Partner4Work EARN & Work Ready Supportive Services policy, participants receiving \$1,500 toward vehicle purchase through a County Assistance Office (CAO)-issued special allowance (SPAL) may access an additional \$1,500 match in P4W supportive service dollars.

In an effort to increase access to this opportunity, Partner4Work has developed a pilot program- in partnership with Travelers Aid- wherein supportive service funds up to \$3,500 will be applied to the approved SPAL, providing a one-time total of \$5,000 toward the purchase* of a qualifying automobile for an individual to participate in an approved work or work-related activity.

*This may include the cost of tax, title, and fees. Any costs exceeding \$5,000 are the responsibility of the prospective buyer.

Eligibility Requirements

To be eligible for the Vehicle Purchase Pilot, EARN and Work Ready participants must:

- Be a participant in the Allegheny County EARN/Work Ready program, in good standing with program requirements and expectations.
- Undergo a comprehensive household assessment that identifies strengths and barriers to employment and family economic security.
- Demonstrate that there is no other type of practical transportation available or that other

available transportation is more expensive.

- Have a valid driver's license.
- Not have a current car loan nor be a co-signer on a current car loan.

Policy

The following requirements must be met to purchase a vehicle under this pilot:

- All requirements are met under the CAO Special Allowance Verification Packet Checklist-Auto Purchase.
- Participant must complete a financial information session related to vehicle ownership.
- Participant can demonstrate their ability to maintain monthly payments (if applicable) once the vehicle is in their possession.
- All referrals need to follow the established procedures and steps.
- Only authorized accredited dealerships will be used for vehicle purchases.
- The total purchase price of the vehicle must not exceed \$8,000.
- The vehicle must pass state inspection and emissions testing.
- Participant must have insurance to be able to drive the approved purchased vehicle off the lot.

Policy Exceptions

Under limited circumstances, Partner4Work may grant exceptions to requirements within this policy. Requests for exceptions may be submitted using the [Policy Exception Google Form](#), also available at www.partner4work.org.

Exception requests will be reviewed based on their allowability under any applicable legislation, regulation, and policy. Partner4Work will also consider funding availability, how an exception will lead to improved outcomes for the customer(s) being served, and other relevant factors.

Effective Date: September 30, 2024



Opioid Dislocated Workers Grant Program Manual

PERSONALLY IDENTIFIABLE INFORMATION POLICY (PII)

Purpose

As part of grant activities, staff may have access to program participants or staff PII. This information is generally found in personnel files, participant data sets, performance reports, program evaluations, grant and contract files, or other sources. Federal law and federal policies require that PII and other sensitive information be secured and protected at all times.

Affected Parties

This policy applies to all Partner4Work staff, contractor staff, grantees, sub-grantees, and any other individuals or groups involved in the handling and protecting of Personally Identifiable Information (PII) for programs serving participants who receive Workforce Innovation and Opportunity Act (WIOA), Temporary Assistance for Needy Families (TANF), and other public and private funds.

References

- TEGL 39-11

Definition of Key Terms

OMB defines “Personally Identifiable Information” (PII) as information that can be used to distinguish or trace an individual’s identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual.

“Sensitive Information”: Any unclassified information whose loss, misuse, or unauthorized access to or modification of could adversely affect the interest or the conduct of Federal programs or the privacy to which individuals are entitled under the Privacy Act.

The Department of Labor has defined two types of PII, “protected PII” and “non-sensitive PII.” The differences between protected PII and non-sensitive PII are primarily based on an analysis regarding the “risk of harm” that could result from the release of the PII.

1. “Protected PII” is information that if disclosed could result in harm to the individual whose name or identity is linked to that information. Examples of protected PII include, but are not limited to, social security numbers (SSNs), credit card numbers, bank account numbers, home telephone numbers, ages, birthdates, marital status, spouse names, educational history, biometric identifiers (fingerprints, voiceprints, iris scans, etc.), medical history, financial information, and computer passwords.
2. “Non-sensitive PII” is information that if disclosed, by itself, could not reasonably be expected to result in personal harm. It is standalone information that is not linked or closely associated with any protected or unprotected PII. Examples of non-sensitive PII include information such as first and last names, e-mail addresses, business addresses, business telephone numbers, general

education credentials, gender, or race. However, depending on the circumstances, a combination of these items could potentially be categorized as protected or sensitive PII.

To illustrate the connection between non-sensitive PII and protected PII, the disclosure of a name, business email address, or business address most likely will not result in a high degree of harm to an individual. However, a name linked to a social security number, a date of birth, and mother's maiden name could result in identity theft. This demonstrates why protecting the information of our program participants is so important.

Eligibility Requirements

PII from all participants and potential participants must be protected at all times. There is no eligibility requirement.

Policy

All parties must ensure the privacy of all PII obtained from participants and to protect such information from unauthorized disclosure. All parties must ensure that PII used during their grant has been obtained in conformity with applicable Federal and state laws and policies governing the confidentiality of information.

All PII transmitted via e-mail or stored on external drives must be encrypted. All PII stored onsite must be kept safe from unauthorized individuals at all times and must be managed with appropriate information technology (IT) services. Accessing, processing, and storing of PII data on personally owned equipment at off-site locations (e.g. employee's home, and non-grantee managed IT services, e.g. Yahoo mail, Gmail, etc.) is strictly prohibited.

All parties who will have access to sensitive/confidential/proprietary/private data must be advised of the confidential nature of the information, the safeguards with which they must comply to protect the information, and that they may be liable to civil and criminal sanctions for improper disclosure.

Access to any PII obtained through the grant must be restricted to only those employees of the grant recipient who need it in their official capacity to perform duties in connection with the scope of work in the grant agreement.

All PII data must be processed in a manner that will protect the confidentiality of the records/documents and is designed to prevent unauthorized persons from retrieving such records by computer, remote terminal, or any other means.

Grantees must permit the Employment and Training Administration (ETA) and Partner4Work to make onsite inspections during regular business hours for the purpose of conducting audits and/or conducting other investigations to assure that the grantee is complying with the confidentiality requirements described above. In accordance with this responsibility, grantees must make records applicable to this agreement available to authorized persons for the purpose of inspection, review and/or audit.

Grantees must retain data received from ETA or Partner4Work only for the period of time required to use it for assessment and other purposes, or to satisfy applicable Federal and Partner4Work records retention requirements, if any. Thereafter, the grantee agrees that all data will be destroyed, including deletion of electronic data.

Additional Requirements:

1. Before collecting PII or sensitive information from participants, have participants sign releases acknowledging the use of PII for grant purposes only.
2. Whenever possible, use unique identifiers for participant tracking instead of SSNs. While SSNs may initially be required for performance tracking purposes, a unique identifier could be linked to each individual record. Once the SSN is entered for performance tracking, the unique identifier would be used in place of the SSN for tracking purposes. If SSNs are to be used for tracking purposes, they must be stored or displayed in a way that is not attributable to a particular individual, such as using a truncated SSN.
3. Use appropriate methods for destroying sensitive PII in paper files (i.e. shredding) and securely deleting sensitive electronic PII.
4. Do not leave records containing PII open and unattended.
5. Store documents containing PII in locked cabinets when not in use.
6. Immediately report any breach or suspected breach of PII.

SELECTIVE SERVICE POLICY

Individuals are required to register with Selective Service if they meet the following criteria:

- U.S. Citizen or Permanent Resident Non-Citizen;
- Between the ages of 18 and 26; and
- Assigned male at birth;

Qualifying individuals who failed to register with Selective Service by their 26th birthday and can provide written explanation and supporting documentation of any of the following may be eligible for WIOA services:

- Over the age of 26 and were willing but unknowing of the requirement to register with Selective Service;
- Incarceration, institutionalization, or hospitalization between the ages of 18-26; OR
- Non-citizen status and non-permanent resident status before age 26.

Partner4Work will monitor Selective Service exceptions to ensure that proper procedures are followed.

References

- [US Selective Service System FAQs](#)

SUPPORTIVE SERVICES POLICY

Purpose

Supportive Services are designed to provide participants with the resources necessary to enable their participation in Partner4Work-funded career and/or training services. This section ensures appropriate and necessary supportive services to assist program participants are available.

References

- WIOA Section 3(59)
- 20 CFR §680.900

Definition of Key Terms

The term “Supportive Services” means services such as transportation, clothing and/or uniforms, equipment/tools, drug testing and/or TB testing, and reasonable accommodations for individuals with disabilities that are necessary to enable an individual to participate in authorized activities.

Supportive Service Requirements

The following are supportive service eligibility requirements for participants of the Opioid DWG program:

- Participant must be deemed eligible.
- Participant must be actively participating in approved career services or training services.
- Participant must be unable to obtain supportive services through other programs providing such services.

Dedicated Title I program staff should meet with each participant to assess the need for supportive services. Each participant should be given individualized case management services and plan development in order to eliminate possible dependency on supportive services. Supportive services awards should be based on individual participant needs and plan development. This information should be properly documented in the Individual Employment Plan (IEP) and case notes in the Commonwealth Workforce Development System. Supportive services may only be awarded when necessary to enable participation in approved career services or training activities. A supportive service shall qualify as “necessary to enable participation in approved career services or training services” if staff determine, following a needs assessment and IEP development, that a supportive service would help a participant successfully participate in an eligible activity and/or achieve a goal established in their IEP. P4W funds must be used in accordance with the requirements of the Federal Uniform Guidance and all other guidance and regulations applicable to the funding source.

Supportive service funds are intended to be used to provide supportive services when they are not readily available through other resources and service providers. Program staff are responsible for coordinating services and providing referrals to other state and local agencies offering supportive services. Supportive services shall be permitted, in accordance with this policy, if it is determined by

program staff that a referral to other resources or service providers is not possible or cannot be made within the timeframe needed by the participant. Staff must provide documented proof of the service being unavailable in the area through other resources, such as PA 211 Southwest (<http://pa211sw.org/>). Additionally, staff must document the participant’s case notes that the service was confirmed as unavailable.

Supportive Service Availability

Partner4Work will only provide funding for the below list of supportive services. Program staff will determine the need for supportive services and monitor the customer’s progress and status to assess ongoing need.

- 1) **Transportation:** Supportive services funds may be used to cover certain transportation costs, including
 - a) Bus passes, not exceeding Pittsburgh Regional Transit monthly fare;
 - b) Gas cards, not exceeding \$75 per week. The amount allowable for assistance is determined by the mileage to and from work or training, confirmed by Google Maps, at the established federal rate. Mileage verification must be documented and maintained in the participant’s file. Providers must use the table below for distribution:

Weekly Travel	5-30 miles	31-75 miles	76+ miles
Gas Card Amount	\$25	\$50	\$75

- c) Ridesharing (Uber, Lyft, etc.) vouchers, not exceeding \$60 per week. For a ridesharing voucher to be issued to a participant, one or more of the criteria below must be met. Service providers may refer to Pittsburgh Regional Transit public transportation schedules or other services (e.g. Google Maps) to verify and document that these criteria are met.
 - d) The overall travel time to/from the destination by public transit would be 1 hour or more in either direction;
 - i) The public transit route to/from the destination would require more than one transfer in either direction;
 - ii) The final bus stop on the route (to/from) is more than ½ of a mile from the destination or does not have a clear pedestrian route to the destination (e.g. lack of sidewalks); or
 - iii) The bus schedule for the route (to/from) the destination would require a wait time of 30 minutes or more at a bus stop or shows no buses running during the required travel time.
- 2) **Childcare:** Participants may receive support for childcare expenses during hours required for participation when necessary for participation in services. To qualify, participants must first apply for support through the Pennsylvania Department of Human Services (DHS) subsidized childcare program, Child Care Works. The annual income for a family to be eligible to receive a subsidy is

200 percent or less of the Federal Poverty Income Guidelines (FPIG); work hour, education hour, and child age requirements must also be met.

- a) Funds may be used to cover childcare costs when participating in this subsidized childcare program, including childcare costs incurred if placed on the waitlist for the program. Supportive services funding may also be used to provide support for childcare expenses for participants who meet income eligibility criteria for Child Care Works (PA's subsidized childcare program), but do not qualify based on other criteria.
- b) Individuals disqualified from Child Care Works due to family income exceeding 200 percent may still qualify for supportive service funds if the following criteria are met.
 - i) Staff determine such resources are necessary to enable participation; and
 - ii) Participant family income falls under 300 percent of the FPIG.
- 3) **Clothing and/or uniform:** A participant may receive one (1) voucher for up to \$100 to purchase clothing and/or a uniform(s) necessary for participation in training, a job interview, or the first week of employment if these items are not provided by the training provider or employer.
- 4) **Equipment/tools:** A participant may receive one (1) voucher for up to \$250 to cover the costs of tools and/or equipment necessary for participation in training or the first week of employment if these items are not provided by the training provider or employer.
- 5) **Driver's license or state identification card:** A participant may receive supportive services funds for one (1) instance of the cost of obtaining a state driver's license or identification card. Supportive service funds may not be used to pay for the costs of fines, penalties, or legal fees associated with obtaining or reinstating a driver's license.
- 6) **Non-employer paid licensing/certification or educational testing fees:** A participant may receive funding for a maximum of two (2) instances of the same license/certification or test utilizing supportive services dollars. Title I program staff will determine the need for licensing or testing through employer demand. The staff will make the necessary arrangements with the vendor for payment. The cost of GED testing and/or obtaining GED transcripts may be covered under this supportive services category.
- 7) **Drug Testing and/or TB Testing:** A participant may have one (1) instance of a drug test and/or TB test paid for through supportive services dollars.
- 8) **Criminal Background Checks and/or Clearance:** A participant may have one (1) instance of obtaining a criminal background check and/or clearances necessary to begin employment and/or education paid through supportive services dollars. This includes one (1) instance of each of the following: Pennsylvania Child Abuse History Clearance, Pennsylvania State Police Criminal Record Checks, and Federal Bureau of Investigations (FBI) Criminal History Background Check.
- 9) **Unions and Registered Apprenticeships Fees:** A participant applying to a union and/or registered apprenticeship may receive assistance for non-employer paid, non-refundable costs required for initial admittance or participation in the program. These costs may include application fees, initial dues (one month only), and/or required clothing/shoes. Supportive services funds may only be used if the expenses are a requirement for participation in training and/or a reasonable condition of employment.
- 10) **Reasonable accommodations for individuals with disabilities:** Supportive services dollars may only be used as the funding of last resort for these accommodations.

Disallowed Supportive Services

The following are prohibited to be purchased with Opioid DWG and WIOA supportive service funds. This list is not exhaustive.

- Supportive services purchased prior to the participant's program enrollment.
- Fines and penalties such as traffic violations, late fees, and interest payments.
- Entertainment, including tips.
- Contributions or donations.
- Titled or deeded items or when recovery of the expense is anticipated.
 - Examples include: Rent or housing deposits, mortgage payments, homeowners insurance, property taxes, car payments, purchase of vehicles
- Alcohol or tobacco products.

INDIVIDUAL TRAINING ACCOUNT POLICY

Purpose

Partner4Work has adopted the following policy with respect to the use of Individual Training Accounts (ITAs) funded through Opioid Dislocated Workers Grant allocations.

References

- WIOA Section 134(c)(3)

Definition of Key Terms

An “individual training account” is a funding mechanism through which eligible individuals can access quality training programs to help obtain employment in emerging and in-demand fields that have an impact on the opioid epidemic, including but not limited to first responders, health care staff, pain management staff, and mental health treatment staff. ITA funding is not guaranteed to any participant and is contingent on funding availability.

Participant Eligibility

An individual enrolled in Pittsburgh/Allegheny County Opioid DWG Disaster Grant program may qualify to participate in an OJT if it is determined by PA CareerLink® staff that they meet the following criteria:

- A resident of the City of Pittsburgh and/or Allegheny County, or a worker dislocated from an City of Pittsburgh and/or Allegheny County work site;
- After an interview, evaluation or assessment, and career planning, PA CareerLink® staff have determined that the individual:
 - Is unlikely or unable to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment through career services only;
 - Is in need of training services to obtain or retain employment leading to economic self-sufficiency or wages comparable to or higher than wages from previous employment;
 - Has the skills and qualifications to participate successfully in training services; and
 - Is unable to obtain grant assistance from other sources to pay for the cost of such training.

Program providers will also use interviews, evaluations, or assessments to determine suitability, which relates to a participant’s assessed ability and perceived commitment to attend training activities, successfully complete a training program, and to get and keep employment related to training.

In addition to the training program eligibility requirements above, the following criteria must be met:

- Students are required to complete financial aid forms if the program qualifies. Pell, PHEAA, and related grants can be utilized concurrently with WIOA ITA funds but should be used before ITA funds when the participant qualifies.
- Students must first be considered eligible and appropriate for training. If the training program selected is greater than the approved amount, the student must indicate how the remaining

costs of training will be funded.

- ITAs will not be issued to any student who does not have a high school diploma, GED, or equivalent.
 - NOTE: ITAs will be considered for participants without a diploma or GED if they are simultaneously enrolled in a program to obtain these credentials (such as with our Adult Ed partners).
- ITA applications should be submitted to Partner4Work at least one week prior to the training start date for review and approval.

ITA Funding

The maximum amount of funding a participant may receive per ITA is \$5,000. ITA funding will be issued based on training program enrollment/start and program completion. Training providers will receive 50% of the total ITA funding amount when a participant successfully enrolls into and begins an approved training program. Training providers will receive the remaining 50% of the total ITA funding amount when a participant successfully completes the approved training program. Information on this payment structure is further described in the training provider vendor agreement.

Maximum Duration of an ITA

ITAs will be valid for up to two years. Under limited circumstances, a person may qualify for more than one ITA. An assessment must determine additional ITA-funded training is necessary, the training must be connected to an HPO along a career pathway, and individuals must have completed all prior ITA-funded training. Additional ITA-funded training requires prior approval from Partner4Work. All other requirements of this policy apply to the initial and additional ITAs awarded to an individual.

Expenses an ITA Will Cover

ITAs may be spent on tuition, fees, books, and school supplies (if the books and supplies are required by the school).

Trainings covered by ITAs

Eligible trainings include Individual Training Accounts (ITAs) for the following occupations:

- Emergency Medical Technicians (EMT) & Paramedics
- Dental Assistants and Dental Hygienists
- Phlebotomists
- Occupational Therapists, Physical Therapists, and Physical Therapist Assistants
- Respiratory Therapists
- Community Health Workers
- Physician Assistants, Nursing Assistants, Registered Nurses, Nurse Practitioners, and other nursing-related fields
- Medical & Health Services Managers
- Clinical Laboratory Techs
- Medical Dosimetrists, Records Specialists & Other Tech.
- Pharmacy Technicians
- Behavioral health providers and social service aids such as Child, Family & School Social Workers;
- Substance Abuse, Behavioral Disorder & MH Counselors; Social & Community Service Managers; Social & Human Service Assistants; Childcare Workers, Healthcare Social Workers, other social workers, community outreach workers, peer support specialists.

ON-THE-JOB TRAINING POLICY

Purpose

The purpose of this policy is to articulate how On-the-Job (OJT) training funds are to be administered in Pittsburgh and Allegheny County under the Opioid DWG Disaster Grant.

Affected Parties

This policy applies to all Pittsburgh/Allegheny County Opioid DWG Disaster Grant participants who will participate in an OJT. This policy also applies to employers participating in an OJT.

Pittsburgh/Allegheny County Title I staff and Partner4Work staff are responsible for implementing this policy.

References

- WIOA Section (3)(44)
- WIOA Section 134(c) (3)(h)
- 20 CFR 680.530
- 20 CFR 680.700
- 20 CFR 680.710
- 20 CFR 680.730
- 20 CFR 680.740
- Partner4Work Eligible Training Provider List Policy and Procedures
- Partner4Work Eligibility Policy

Definition of Key Terms

“On-the-Job Training” means training by an employer that is provided to a paid participant while engaged in productive work in a job that:

- Provides knowledge or skills essential to the full and adequate performance of the occupation;
- Provides reimbursement to the employer for the costs of providing the training and additional supervision related to the training; and
- Is limited in duration as appropriate to the occupation for which the participant is being trained.

An “**Incumbent Worker**” is defined as an individual who has an established employment history with the employer for 6 months or more.

Participant Eligibility

An individual enrolled in Pittsburgh/Allegheny County Opioid DWG Disaster Grant program may qualify to participate in an OJT if it is determined by PA CareerLink® staff that they meet the following criteria:

- A resident of the City of Pittsburgh and/or Allegheny County, or a worker dislocated from an City of Pittsburgh and/or Allegheny County work site;
- After an interview, evaluation or assessment, and career planning, PA CareerLink® staff have determined that the individual:
 - Is unlikely or unable to obtain or retain employment that leads to economic

self-sufficiency or wages comparable to or higher than wages from previous employment through career services only;

- Is in need of training services to obtain or retain employment leading to economic self-sufficiency or wages comparable to or higher than wages from previous employment;
- Has the skills and qualifications to participate successfully in training services; and
- Is unable to obtain grant assistance from other sources to pay for the cost of such training.

Requirements for Employed Workers

Priority in OJT contracts will be given for **new hires** with an employer. When funds are available, OJT contracts may be written for eligible employed individuals when:

- The employee is not earning a self-sufficient wage or wages comparable to or higher than wages from previous employment;
- The OJT relates to the introduction of new technologies, introduction to new production or services procedures, upgrading to new jobs that require additional skills, workplace literacy, or other appropriate purposes identified by Partner4Work; and
- The individual does not meet the definition of an “incumbent worker” (see Definitions above).

Per WIOA regulations (20 CFR 683.200(g)), “no individual may be placed in an employment activity if a member of that person’s immediate family is directly supervised by or directly supervises that individual.” For the purpose of this policy, the term “immediate family” includes a spouse, child, son-in-law, daughter in-law, parent, mother-in-law, father-in-law, sibling, brother-in-law, sister-in-law, aunt, uncle, niece, nephew, stepparent, stepchild, grandparent, and grandchild.

Employer Eligibility

Employers may qualify to participate in an OJT if it is determined that they meet the following criteria:

Eligible Employer Types

- Private-for-profit business;
- Private non-profit organization; or
- Public sector employer

Employer Restrictions

An employer will **not** be eligible to participate in an OJT if:

- The employer has any other individual on layoff from the same or substantially equivalent position.
- The OJT would infringe upon the promotion of or displacement of any currently employed worker or create a reduction in their hours.
- The same or a substantially equivalent position is open due to a hiring freeze.

- The positions are for seasonal employment.
- The employer is a private for-profit employment agency, i.e. temporary employment agency, employee leasing firm, or staffing agency.
- The position is not full time, i.e. minimum of 32 hours per week.
- The employer has previously exhibited a pattern of failing to provide OJT participants with continued long-term employment with wages, benefits and working conditions that are equal to those provided to regular employees who have worked a similar length of time and are doing the same type of work.

Employer Assurances

With assistance from Partner4Work staff, participating employers must guarantee that:

- All participants shall be provided benefits and working conditions at the same level and to the same extent as other employees working a similar length of time and doing the same type of work. This will include UC coverage where the employer is normally required to provide such coverage to its employees.
- The position provides the participant benefits per company policy (i.e. insurance, paid leave, profit sharing) other than those required by law.
- Employees who have financial responsibilities related to the receipt and disbursement of funding under the Agreement shall be covered by fidelity bonding.
- The training to be provided will be in accordance with WIOA 181(a)(1)(A) and 683.275 for wage and labor standards. Worker protection requirements are set forth in WIOA Sections 181(a) (1) (A) and (B), (b) (2), (3), (4) and (5) and 188.
- The employer agrees to cooperate with monitoring efforts as required by WIOA legislation and adhere to all other applicable local, state, and federal rules and regulations.
- Funds are not used to directly or indirectly assist, promote, or deter union organizing.
- The employer agrees to respond to Partner4Work/PA CareerLink® Pittsburgh/Allegheny County staff requests for wage and retention information of participants.
- The employer commits to retain the trained employees for a period of six months following the completion of training. Failure to do so may result in the employer being ineligible to receive further Partner4Work training funds for a period of one year.
- If the participating employer(s) has recently relocated, resulting in the loss of employment of any employee of such business at the original location in the U.S., on-the-job training contracts may not be granted to the employer until after 120 days have passed since the relocation.

OJT Program Requirements

Required Program Criteria

An OJT program must meet the following criteria to receive WIOA funding:

- The training is provided by an employer to a paid participant while engaged in productive work in a job and the training must:
 - Provide knowledge or skills essential to the full and adequate performance of the occupation; and

- Be limited in duration as appropriate to the occupation for which the participant is being trained. (See OJT Length below)
- At the time of completion of the OJT program, individuals must be employed in occupations that meet the following criteria:
 - Hourly wage must be at the self-sufficiency wage;
 - The occupations must be a full time permanent position following the training (minimum of 32 hours per week).

OJT contracts will generally not be written for low skill jobs that generally would require little or no training. Programs training **five or more** individuals within a single quarter or three-month period must meet the requirements for customized job training (CJT) rather than OJT.

Occupational Eligibility

OJT dollars should be prioritized for programs leading to employment in a High Priority Occupation (HPO) and/or in-demand industry sector. An OJT must lead to employment opportunities that enable the participant to become economically self-sufficient and contribute to the occupational development and upward mobility of the participant. The current Partner4Work HPO List is available at Partner4Work.org.

OJT Length

The maximum time frame for an OJT is **six months**. Duration of an OJT is a function of training needed, not the maximum allowed under this policy. PA CareerLink® Pittsburgh/Allegheny County staff should consult with the employer and utilize the Occupational Information Network’s (ONET) Specific Vocational Preparation Range (SVP) to determine the appropriate occupational training needed. Using the SVP provided by ONET, the following duration times are recommended in addition to the participants past skill and experience.

LEVEL	TIMEFRAME
Level 1	<1 month
Level 2	1 month
Level 3	>1 month - 3 months
Level 4	>3 months - 6 months
Level 5	>6 months
Level 6	>6 months
Level 7	>6 months
Level 8	>6 months

Level 9	>6 months
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WIOA OJT Funding Levels

Employers will be reimbursed 50 percent of a participant's wage per hour. While participants may be paid a higher hourly wage, employers will only receive 50 percent reimbursement for up to \$20/hour of a participant's wage. The maximum amount a company may receive is \$10,000 per trained individual. Partner4Work will consider an increase in the reimbursement rate (up to 75 percent) and funding cap taking into consideration one or more of the following factors:

- Size of the employer(s) with an emphasis on small businesses;
- The characteristics of the participants taking into consideration whether they are individuals with barriers to employment;
- The quality of employer-provided training and advancement opportunities. For example, if the OJT contract is for an in-demand occupation and will lead to an industry-recognized credential;
- Wage and benefit levels of employees (at present and anticipated upon completion of training);
- Other relevant factors, as appropriate.

PA CareerLink staff must submit a request for Partner4Work's approval to increase the reimbursement rate to 75 percent or to increase the funding cap, describing how the OJT meets one or more of the above criteria.

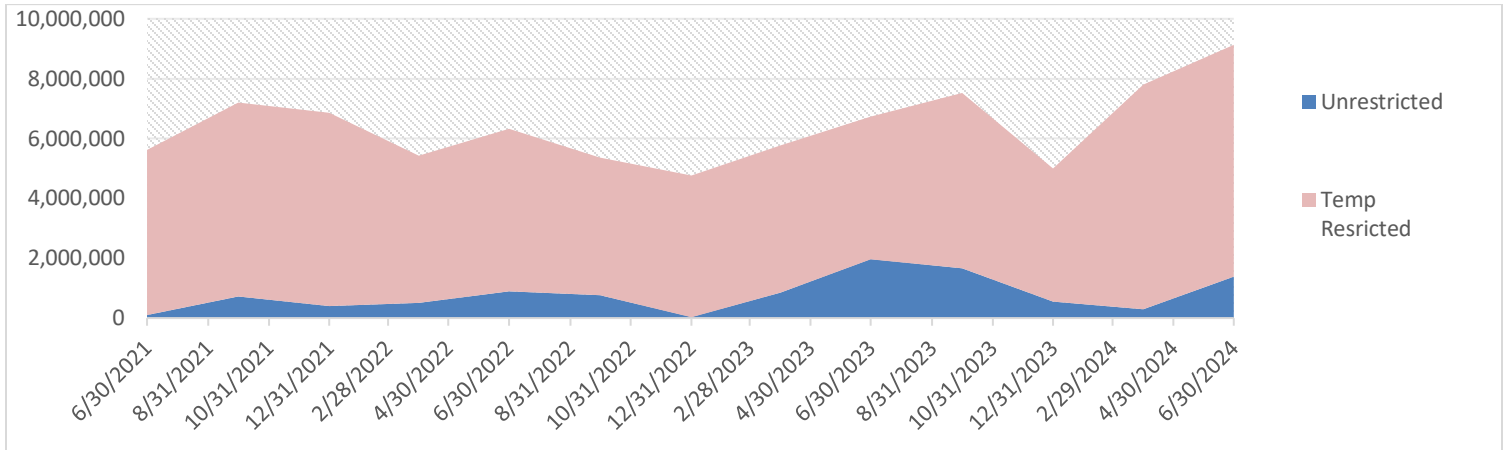
POLICY EXCEPTIONS

Under limited circumstances, Partner4Work may grant exceptions to requirements within these policies. Requests for exceptions may be submitted using the [Policy Exception Google Form](#) available at www.partner4work.org.

Exception requests will be reviewed based on their allowability under any applicable legislation, regulation, and policy. Partner4Work will also consider funding availability, how an exception will lead to improved outcomes for the customer(s) being served, and other relevant factors

Dashboard Report

Cash Flow Unrestricted and Temp Restricted Funds



Current Assets, Liabilities & Equity

Cash:

Temp Restricted \$7,746,826
Unrestricted \$1,382,968

Total Cash \$9,129,794

Line of Credit secured by Money

Market
\$0 of \$500,000

Other Current

Assets

Prepaid Expenses \$23,320
Prepaid Insurance \$9,118
Security Deposit \$6,067
Fixed Assets Net of Depreciation \$103,381
Right of Use Asset – Operating Lease \$1,643,936
Right of Use Asset – Finance Lease \$0

Liabilities

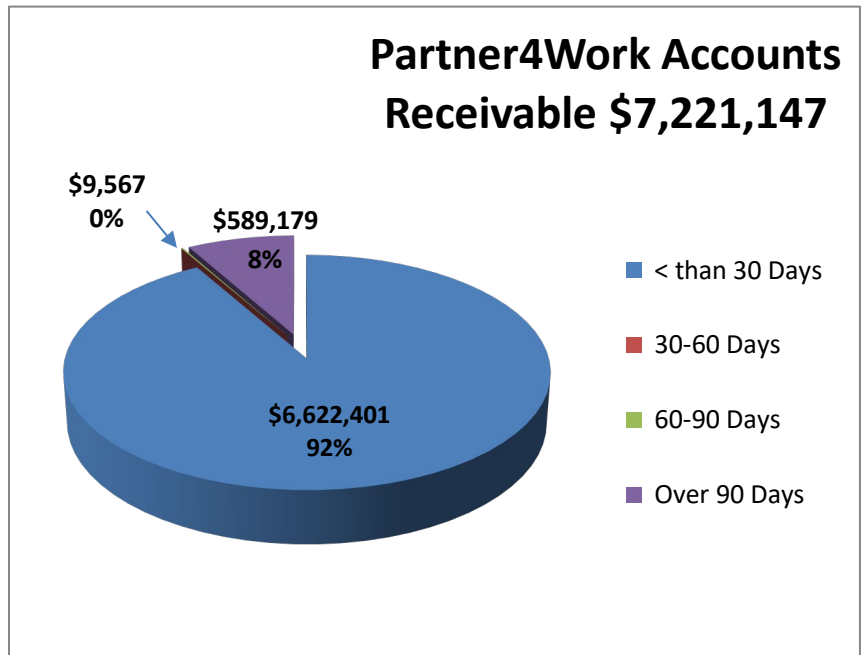
A/P \$5,199,351 (\$4,680,242 due to subrecipients)
Accrued Vacation/Payroll \$110,338
A/R Clean Up \$0
Accrued Contract Liability \$27,643
Right of Use Liability – Operating Lease (current & long term) \$1,695,505
Right of Use Liability – Finance Lease (current & long term) \$0

Equity

Unrestricted Net Assets \$857,034
Temp Restricted Net Assets \$7,164,336**
Net Income \$3,112,129

**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 \$7,221,147

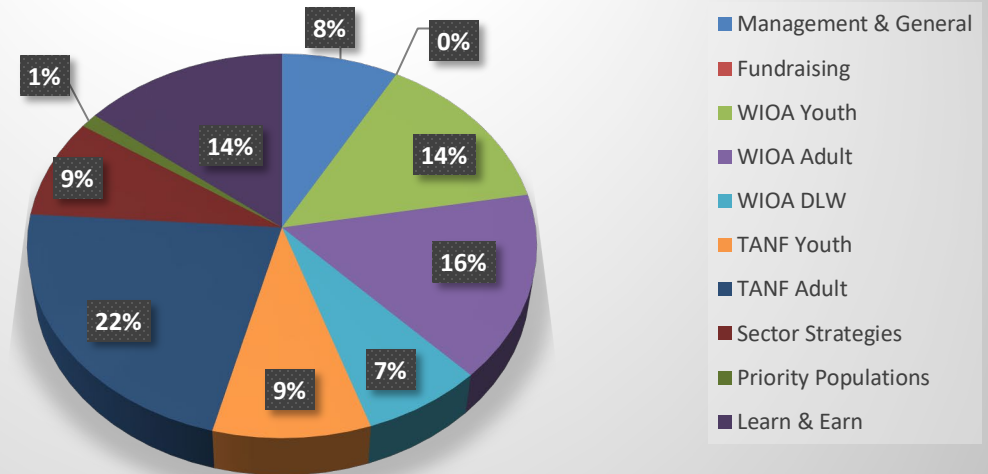


Items over 90+ days: Midwest Urban Strategies \$40,210; Dept of Health & Human services \$548,969*
*marked as paid

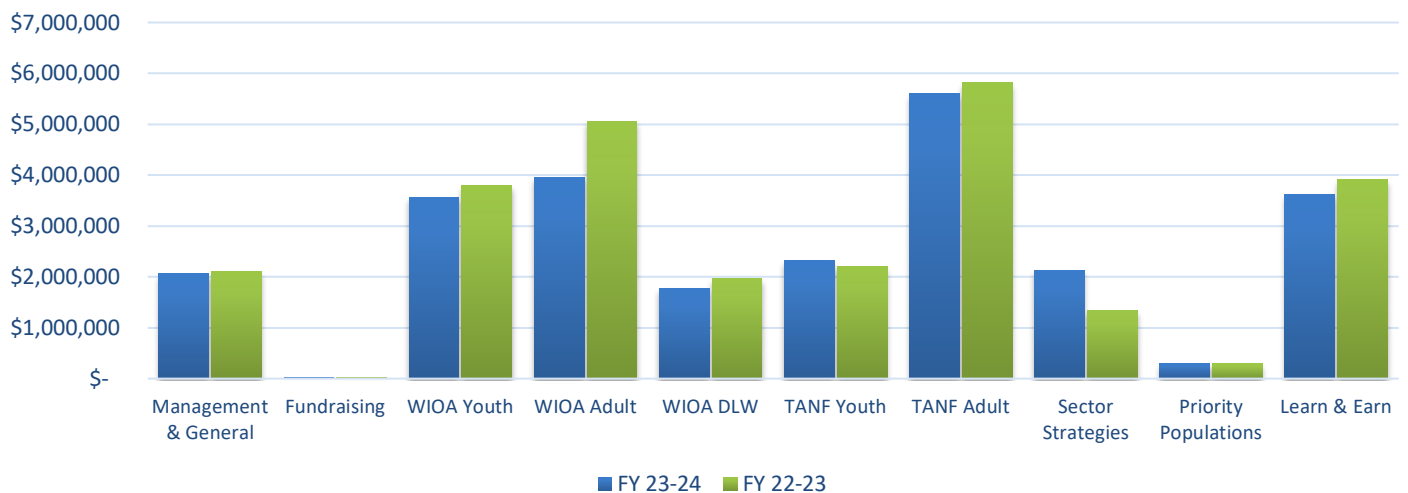
Dashboard Report Continued

Expense section

Total Partner4Work Expenditures \$25,328,944



Expense Comparison FY 23-24 vs. 22-23



Comments

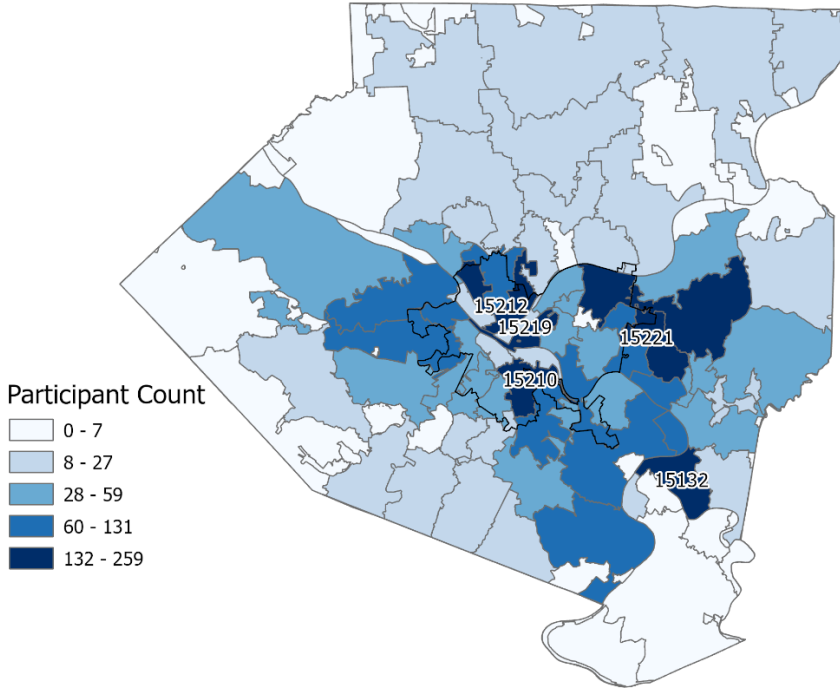
- Management & General down \$46K from the previous year due to decreases in Communications, Contracted Service, Fiscal, and Supplies.
- WIOA Youth is below last year by \$232K. This is related to direct program expenses and salary, wages & benefits.
- WIOA adult program is \$1.1M below the prior year attributed to having one main title I provider this year versus two last year. We also had a Near Completer's program that added to WIOA adult expenses that ended in the prior year.
- WIOA dislocated worker program is \$188K below prior year. Similar to WIOA adult, we have only one main title I provider this year versus two last year. The decrease is related to direct provider expenses.
- TANF Adult is \$217K below the prior year due to reduced direct service expenses. There have been more individuals with language needs being served at the end of last year and beginning of this year.
- Sector Strategies are \$781K above the prior year, driven by increased direct program expenses, salaries & wages, and contracted services. 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 4th Quarter (Program Year-to-Date)

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

Overall Numbers Served



Total Participants Served
(includes Wagner-Peyser)

34,510

Number of New Job Placements
(excluding Wagner-Peyser)

1,099

Number of Participants in WIOA
Adult/DW Receiving Training Services

463

Key ZIP Codes

15132 – McKeesport

15210 – St Clair; Arlington; Mt Oliver; Knoxville; Beltzhoover; Bon Air; Carrick

15212 – North Side; Allegheny; California-Kirkbride; Brighton Heights; Spring Hill-City View; Troy Hill; Spring Garden; Reserve Twp

15219 – Uptown; Crawford-Roberts; Hill District; Polish Hill

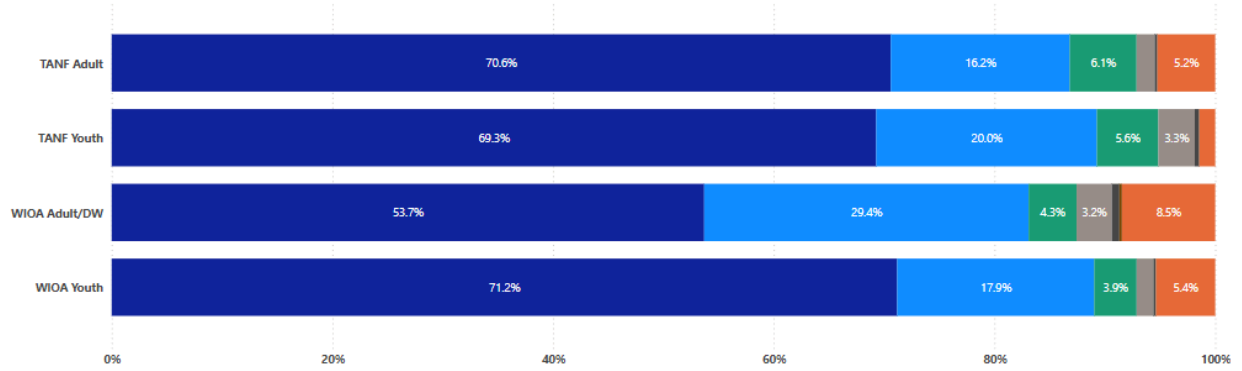
15221 – East Hills; Wilkinsburg; Forest Hills; Braddock Hills

Program Title	Total Served PY23	Total Served PY22	Percent Change Over PY22
WIOA Adult/DW	1,313	1,516	-13.4%
WIOA Youth	803	731	+9.8%
TANF Youth	529	486	+8.9%
TANF Adult	1,290	1,277	+1.0%
Wagner-Peyser	30,388	34,233	-11.2%

Demographics

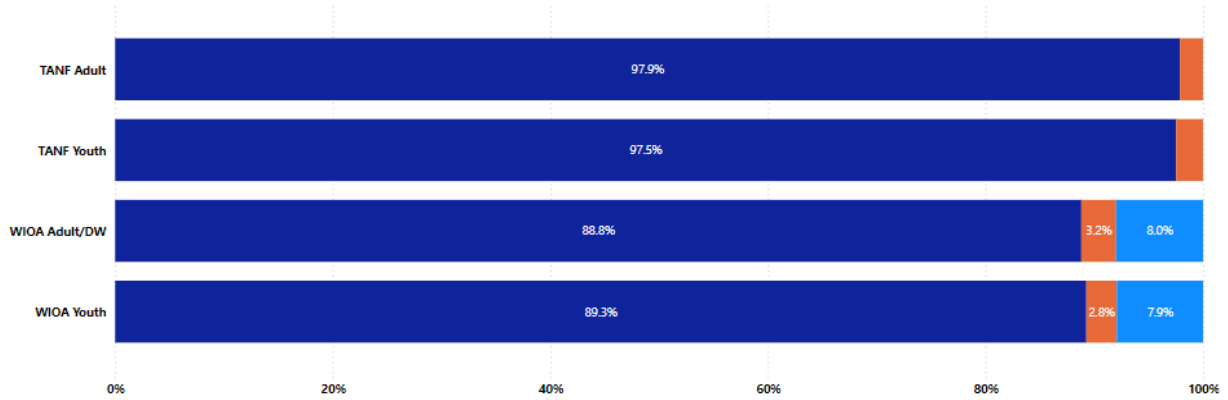
Race by Program PY23

Race ● Black ● White ● Two or More ● Asian ● Native American/Alaskan Native ● Hawaiian/Pacific Islander ● Did Not Disclose

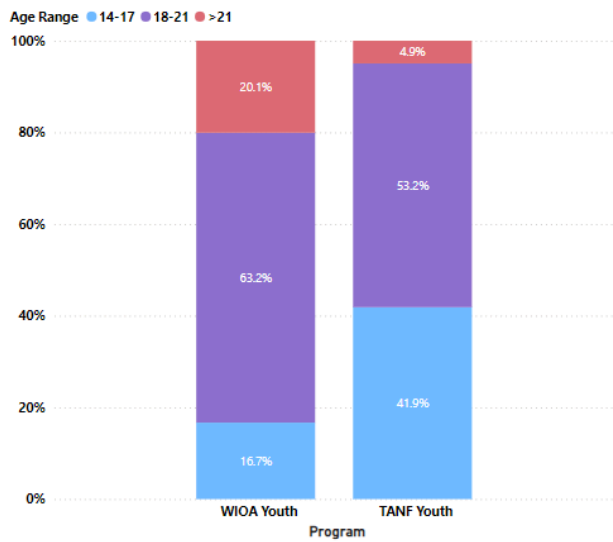


Ethnicity by Program PY23

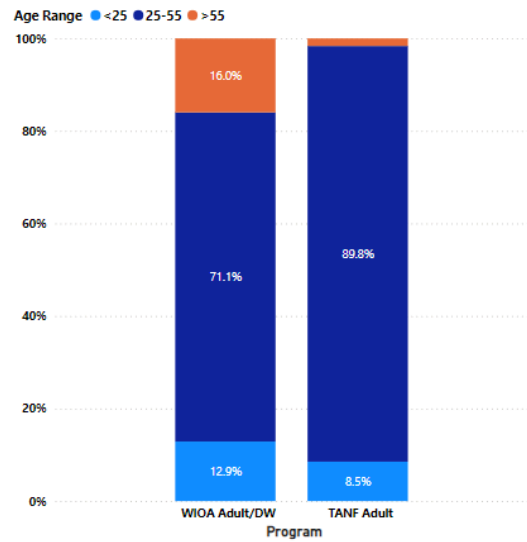
Ethnicity ● Non Hispanic/Latino ● Hispanic/Latino ● Did Not Disclose



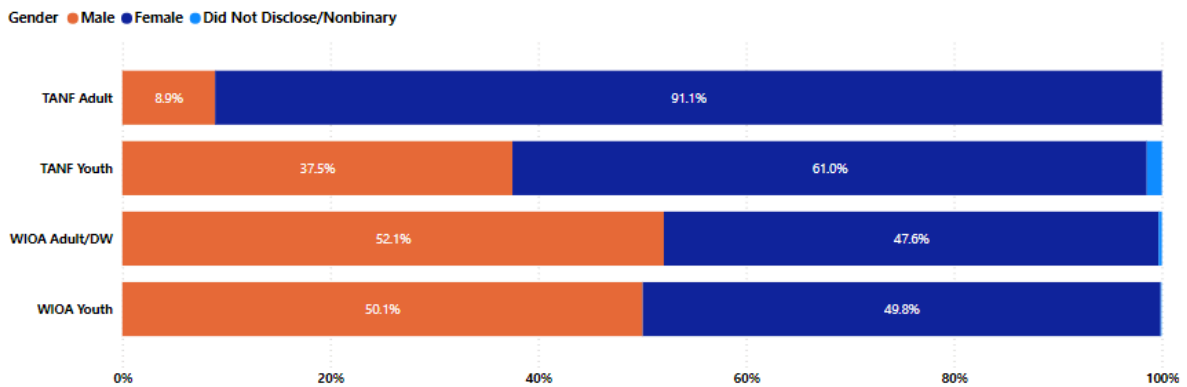
Age by Program - Youth PY23



Age by Program - Adult PY23



Gender by Program PY23



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	1,262	1,486	-15.1%
Supportive Services	128	123	+4.1%
Training Services	463	512	-10.0%
Total Served	1,313	1,516	-13.4%

Employment at Program Exit

Program Time Period	Total Number Employed	Median Hourly Wage	% of employed above the self-sufficiency wage
PY 2022	660	\$19.50	60.3%
PY 2023	510	\$18.89	65.5%

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	653	665	-1.8%
Career and Employment Services	437	347	+25.9%
Educational Achievement Services	568	551	+3.1%
Individualized Service Strategy	772	720	+7.2%
Supportive Services	773	721	+7.2%
Total	786	721	+9.0%

Exits

	PY23 Total	PY22 Total	Percent Change Over PY22
Total Exits	616	720	-14.4%
Exits to Education	17	8	+112.5%
Exits to Employment	216	375	-42.4%
Exits with No Outcome	387	339	+14.2%

Federal/State Performance Measures

Allegheny County

Program	WIOA Performance PY 2023 4th Quarter (Program Year-to-Date)	Actual	Negotiated	% of Goal Achieved
Adult	Average Program Score: 112.3%			
	<i>Calculated as an average of the “% of Goal Achieve” across performance measures in a program.</i>			
	Employment in the 2 nd Quarter After Exit	76.9%	75.0%	102.5%
	Employment in the 4 th Quarter After Exit	77.3%	73.0%	105.9%
	Median Earnings in the 2 nd Quarter After Exit	\$7,953	\$5,900	134.8%
	Credential Attainment	68.6%	67.0%	102.4%
	Masurable Skill Gains	63.7%	55.0%	115.8%
Dislocated Worker	Average Program Score: 102.4%			
	Employment in the 2 nd Quarter After Exit	77.4%	80.0%	96.8%
	Employment in the 4 th Quarter After Exit	77.6%	78.0%	99.5%
	Median Earnings in the 2 nd Quarter After Exit	\$10,948	\$8,750	125.1%
	Credential Attainment	69.7%	70.0%	99.6%
	Masurable Skill Gains	51.9%	57.0%	91.1%
Youth	Average Program Score: 104.3%			
	Employment in the 2 nd Quarter After Exit	68.9%	69.0%	99.7%
	Employment in the 4 th Quarter After Exit	63.9%	61.0%	103.4%
	Median Earnings in the 2 nd Quarter After Exit	\$3,040	\$2,500	127.2%
	Credential Attainment	91.0%	80.0%	105.2%
	Masurable Skill Gains	67.0%	82.0%	96.2%

City of Pittsburgh

Program	WIOA Performance PY 2023 4th Quarter (Program Year-to-Date)	Actual	Negotiated	% of Goal Achieved
Adult	Average Program Score: 112.5%			
	<i>Calculated as an average of the “% of Goal Achieve” across performance measures in a program.</i>			
	Employment in the 2 nd Quarter After Exit	76.5%	75.0%	102.0%
	Employment in the 4 th Quarter After Exit	75.6%	73.0%	103.6%
	Median Earnings in the 2 nd Quarter After Exit	\$6,962	\$5,900	118.0%
	Credential Attainment	74.4%	67.0%	111.0%
Measurable Skill Gains	70.3%	55.0%	127.8%	
Dislocated Worker	Average Program Score: 102.3%			
	Employment in the 2 nd Quarter After Exit	71.9%	80.0%	89.9%
	Employment in the 4 th Quarter After Exit	72.1%	78.0%	92.4%
	Median Earnings in the 2 nd Quarter After Exit	\$9,857	\$8,750	112.6%
	Credential Attainment	73.3%	70.0%	104.7%
	Measurable Skill Gains	63.6%	57.0%	111.6%
Youth	Average Program Score: 105.7%			
	Employment in the 2 nd Quarter After Exit	63.1%	69.0%	91.4%
	Employment in the 4 th Quarter After Exit	62.0%	61.0%	101.6%
	Median Earnings in the 2 nd Quarter After Exit	\$3,209	\$2,500	128.4%
	Credential Attainment	86.8%	80.0%	108.5%
	Measurable Skill Gains	80.8%	82.0%	98.5.0%

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	684	-20.2%	815	-7.2%
TANF Work Ready	295	+5.4%	359	+18.5%
SNAP EARN	83	-12.0%	116	+20.8%

Note: Referrals occur when the County Assistance Office (CAO) sends a TANF and/or SNAP client to EARN programs.

PARTNER WORK

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
Credential Attainment	123	-23.6%	54	+8.0%	12	+20.0%
New Employment	258	+17.8%	93	+25.7%	22	+22.2%
Total Employed	416	+58.8%	163	+73.4%	33	+83.3%

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 by rollover participants before the current program year which continued after July 1, 2023.

Cases Closed with Positive Outcomes – PY22 vs PY23

Note: a “positive outcome” for these programs is any case closure with employment or transfer to another program.

	EARN PY23	EARN PY22	Work Ready PY23	Work Ready PY22	SNAP PY23	SNAP PY22
Total Cases Closed	418	726	143	207	60	81
Percent of Closures	17.9%	15.4%	19.0%	18.8%	23.3%	34.6%

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

Primary 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 Service Elements	117
Total Enrollments	529

PY23 Unsubsidized Employment

Industry	Total Participants
Retail and Hospitality	134
Education	3
Financial Services	1
Other	16
Information Technology	1
Healthcare	1
Transportation and Logistics	1
Total Unsubsidized Employment	157

PY23 Work Experience and Work-based Learning

Industry	Total
Education	236
Healthcare	114
Public Sector	85
Financial Services	49
Information Technology	26
Manufacturing	24
Retail and Hospitality	23
Non-profit	20
Other	135
Total Work Experience and Work-based Learning	712

PY23 Total Outcomes

	Participant Count / Percentage
Total Enrolled	529
Credential Attainment	361
Retention	98.7%
Work-based learning participation	90.5%
Work-based learning completion	68.8%

Note: "Retention" for TANF Youth programs counts any participant who did not exit the program before achieving a predefined positive outcome. Retained participants may still be enrolled, or may have successfully completed their program.

Work-based learning completion percentage is based on all participants, not just participants who engaged in work-based learning.

Adult Programs (Program Optimization Committee)

PA CareerLink®

- In efforts to promote continuous improvement within the PA CareerLink® customer service strategy, we have worked with the One Stop Operator(OSO) and the on-site PA CareerLink® partners to develop and ratify a new customer commitment for the Allegheny County and City of Pittsburgh PA CareerLink® Offices. This customer commitment will be branded and disseminated throughout the County to inform community members and potential customers about the service they can expect at our “New” PA-CareerLink® Job Centers. We are working with the branding and marketing plan to share broadly. The Customer Commitment can be found following this report.
- During the last several months, Partner4Work has facilitated multiple meetings with EARN/WR/SNAP, WIOA Program Directors, PA CareerLink® (BWPO, One Stop Operator, Title I), national agencies and other workforce boards to discuss the strategies required to conduct a successful integration of EARN/WR/SNAP and WIOA programs in to the Job Centers (PA CareerLink® Offices). As a result of consulting with local and national experts we have assembled a taskforce of local providers and stakeholders and began designing the integration strategy. Task force members are currently refining an initial draft. We have regularly scheduled meetings with the taskforce members to finalize the strategy by mid-October, with plans to engage provider frontline staff in training and team-building exercises along with joint events in the months leading up to the July 2025 implementation.

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.
- Partner4Work and program service providers are focused on handling 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's Program Implementation Plan (PIP) for Allegheny County EARN and Work Ready Programs was submitted in August to PA DHS Bureau of Employment Programs for Program Year 24-25.
- Employment, Training and Resource Fairs were hosted by Allegheny EARN and Work Ready providers this summer. Please see some of the events below:
 - August 28, 2024 Grant Associates in partnership with UPMC Health Plan Neighborhood Center

- August 22, 2024 Grant Associates in partnership with PA CareerLink®
- July 31, 2024 Goodwill of SWPA hosted a resource event for Allegheny EARN and Work Ready programs
- July 17, 2024 EDSI Allegheny EARN and Work Ready 2024 Program Year Kickoff with more than 15 community partners and employers.
- July 10, 2024 Goodwill hosted employer onsite event at Goodwill of SWPA
- The EARN and Work Ready (EDSI) Program Participant Handbook has been translated into Spanish, Russian, and Uzbek. We will continue to work with contracted providers to assess the language demands and provide language translation services as needed.

Youth Programs (Youth Advisory Committee)

Year-Round Programs:

The following community partners are contracted to provide career services to youth ages 14-24 within the City of Pittsburgh and Allegheny County supported by our WIOA Youth Title I funds:

Phase 4 Learning Center- Provides diploma retrieval services for young people who have dropped out of school as well as connect new graduates to jobs or post secondary education. They host a Best Buy Teen Tech Center as part of a national network of centers supported by the Best Buy Foundation. Phase4 is also working to register a technology pre apprenticeship connected to our Technology Industry Partnership.

Auberle- In addition to offering more than 13 industry certifications to young adults seeking career training and support, Auberle also specializes in working with young people that have experienced homelessness or the foster care system. Their partnership with Magee Hospital and UPMC has garnered national attention and resulted in the hiring of more than 90 young adults by UPMC and Magee Hospital. They have programming within the community as well as within Perry High School.

Goodwill- Goodwill has built a retail training pathway into their stores as both an employer and provider of career services for young adults. Their youth program works closely with Juvenile Probation and the CISP program. Goodwill offers services for youth, adults and DHS clients through their Earn/Work Ready contracts and is leading in areas of building cross system referrals and connections.

Trade Institute of Pittsburgh: TIP programming is geared towards providing masonry and carpentry training and related certifications in an environment that builds both skills and social and emotional learning.

Pittsburgh Public Schools: Start on Success is a program within PPS that is specific to young people with disabilities. The career services are embedded into the IEP goals for young adults to support their graduation and transition to adulthood.

Programs focused on providing work-based learning for high-school aged youth are:

Youth Enrichment Services: Programming connects youth with career pathways within the City of Pittsburgh, and provides an opportunity for youth to earn credits through the completion of an independent study course at CCAC

Neighborhood Learning Alliance: Provides college coursework for high school students in preparation for careers that require post-secondary education

Crossroads Foundation: An income-based scholarship organization that offers internships and career education within private schools across the County and over the summer for scholars

Latino Community Center: Providing internships and career mentors specifically for Latinx youth and mentors

Bloomfield Garfield Corporation: Provides services to youth with the Bloomfield/ Garfield area of the City of Pittsburgh

City High Charter School: Provides a college in high school course related in preparation for careers that require post-secondary education

Boys and Girls Club of SW PA: Provides services within a variety of club houses across Allegheny County, offers internship programs with local employers and a Pre-Per Scholas training for high school youth

Community Empowerment Association: Offers services to young people within the Homewood/ Lincoln-Larimer/ Wilkinsburg community

Human Services Center Corporation: Offers career education and college preparation embedded in 5 schools within Allegheny County

Jewish Family and Community Services: Specializing in supporting career education for youth from immigrant and refugee families

Learn & Earn

The tenth year of Learn & Earn closed in August, marking the end of a successful summer. In total, 1,110 youth worked in the general Learn & Earn program and 27 young adults worked in the Corporate program. The City of Pittsburgh contributed an additional \$300,000 to the Learn & Earn program that allowed us to serve an additional 119 youth from the City of Pittsburgh. The Partner4Work Communications Team produced 10 Stories for 10 Years of Learn & Earn. Videos are available at <https://www.youtube.com/user/3RiversWIB>. The Learn & Earn team continues to analyze data on the Summer of 2024, which will be made available soon. Planning is underway for 2025.

Partner4Work is working to make Connect4Work available on both the Google Play Store and Apple Store. To support the expanded use of the platform, Partner4Work is launching a brand ambassador initiative to engage young people to promote and share the platform.

Priority Populations

- 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. Contracts for Occupational Skills Training will be extended to Landforce, All State Career School, and Phase 4 for Environmental Stewardship, Commercial Driver's License, Information Technology and Trades training. Additionally, a local food service provider has expressed an interest in being an OJT provider for YARP clients interested in the manager in training career pathway.

- 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. Once staff is hired, they will be connected to local residential treatment facilities in our region for recovery specific workforce engagement. L&I is due to begin a multi part webinar series through Project ECHO sponsored by the Penn State College of Medicine in September. The series seeks to engage employers around intentional Recovery Friendly Workspaces (RFWs) best practices and a safe space to share ideas and challenges around RFWs.
- 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 third of the 6 Certified Recovery Specialist trainings concluded at the end of August 2024. UPMC match CRS cohorts are scheduled for September 2024 and February 2025 at the Downtown PA CareerLink® offices and at UPMC Greene in May 2025.
- The Immigrant and Refugee Workforce Group had its third meeting of the year in July. 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. 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. The current group project involves a resource directory for Immigrant and Refugee service providers to share updated and helpful workforce and supportive service information to assist clients.

Industry Partnerships (IPs)

Clean Energy IP

Partner4Work's engagement in the clean energy sector continues to grow. The PA Labor & Industry Clean Energy grant is now in its third and final year, boasting a roster of twenty-one employer partners who have been connected to workforce supports through PA CareerLink® and other recruitment, training, and community partners. These efforts have helped build out recruitment and job design strategies to expand access for underrepresented job seekers and advance job quality. With additional employers coming on board, we anticipate serving more than thirty employers by the end of next June. Beyond the

L&I Grant, Partner4Work is enhancing its presence within the clean energy ecosystem. This includes kicking off the White House Workforce Hub Clean Energy Table in collaboration with lead organizations Sustainable Pittsburgh and the Green Building Alliance. Ongoing work with regional stakeholders ensures that major clean energy investments include strong workforce strategies, helping the talent pipeline grow alongside labor demand in the sector.

Construction IP

The Construction IP continued its partnership with the Allegheny County Airport Authority (ACAA) to launch and graduate the fifth cohort of the 4Construction PIT2Work pre-apprenticeship training model on-site at the new Airport terminal. This milestone coincides with the one-year celebration of PIT2Work, further emphasizing the program's success and growth. During the one year celebration, Partner4Work was yet again recognized for our partnership with the ACAA to develop this model, now recognized as a national best practice in workforce development. Planning is underway to replicate the 4Construction model on two other construction projects in Allegheny County, with additional project plans being developed to further expand the initiative's reach and impact among underserved communities across the county. [More information on the one year celebration can be found here.](#)

Healthcare IP

Partner4Work has partnered with UPMC to develop three new apprenticeships in Environmental Services (EVS), Dietary, and Ophthalmic Technician, which are set to be presented to the State's apprenticeship council for approval in Q3 2024. Additionally, Partner4Work collaborated with Presbyterian SeniorCare Network to create a Certified Nursing Assistant (CNA) apprenticeship and with the Ambulance Association of Pennsylvania to develop an Emergency Medical Technician (EMT) apprenticeship. These two programs are being presented to the Apprenticeship Council for approval in Q3 2024.

Manufacturing IP

Partner4Work continues to collaborate with advanced manufacturers in the region, to hire, upskill incumbent workers, and train new apprentices. We also work closely with the Pittsburgh Robotics Network to support robotics companies in upskilling entry-level workers and identifying new hiring opportunities. Additionally, the German American Chamber of Commerce, one of our key partners in manufacturing, has successfully registered the first in the nation EV Automotive Technician apprenticeship, based on the German model.

Technology IP

Partner4Work continues to collaborate with the Pittsburgh Tech Council and FortyX80 to advance tech apprenticeship enrollments with regional employers. Recently, Per Scholas graduated a full cybersecurity cohort and is preparing to launch a new one at the end of September. Additionally, Per Scholas has introduced a Zero Percent Loan program in Pittsburgh, which was piloted in New York City. This outcomes-based, interest-free loan for living expenses has shown strong results. The \$3,000 loan, free of interest, late fees, and origination fees, helps learners cover living expenses while enrolled. Repayment only begins after securing a job with an annual salary of at least \$40,000, with monthly installments

capped at approximately \$83. Early findings indicate that loan recipients are 106% more likely to graduate compared to non-applicants.

Job Quality - Industry Solutions Framework

We are committed to fostering a thriving local economy where good jobs are abundant and workforce opportunities are equitable. Recently, Partner4Work has launched the Shifting the Childcare Industry project in collaboration with the Department of Children Initiatives and Trying Together, with support from the National Fund for Workforce Solutions and the Pittsburgh Area Workforce Learning Collaborative. This project aims to integrate job quality tools into the childcare ecosystem, focusing on workforce stabilization through increased retention. Key activities include leveraging the expertise of frontline childcare workers through worker voice initiatives, implementing policy interventions with an initial group of childcare providers, and documenting job quality policy solutions for use by local government partners and funders collaboratives, as well as serving as a model for state-level policy interventions. This work will benefit frontline childcare workers, childcare owners/operators, and families with young children by providing greater access to high-quality early learning opportunities.

Additionally, the Burgatory and Shorty's X restaurant group, initially part of Partner4Work's Redesign Jobs, Resilient Workers grant, have adopted the Great Game of Business model with support from the National Fund and the Hillman Foundation. This model focuses on frontline workers by educating all employees about the business, empowering them to contribute to business improvements, and rewarding exceptional performance. We are excited to see a local employer champion continue to advance job quality in the hospitality industry.



CUSTOMER COMMITMENT
SAFETY:
Create a safe environment to allow individuals to share personal needs, challenges and goals.
Ensure physical safety, security and ease of accessibility to all individuals.
Secure all personal information, ensuring that identifiable information is appropriately stored or destroyed.
WELCOMING ENVIRONMENT:
Welcome every customer with a warm greeting.
Keep the centers well-organized and free of clutter.
Provide a variety of accommodation options.
Clearly communicate a variety of translation services.
Celebrate customer's successes publicly.
Initiate services within 5 minutes of a customer entering the space and will be fully present and engaged for the duration of service.
RESPECT:
Meet each customer where they are, without any judgment.
Engage all customers utilizing the Trauma Informed Care Model.
Honor all identities, treating every customer with dignity.
Respect every customer's time.
INFORMED DECISION MAKING:
Assess every customer in our first interaction to identify the appropriate services.
Provide every customer with a brief and clear menu of services available to them through the PA CareerLink® system.
Provide every customer with individualized next step recommendations.
Answer every question promptly and fully, no later than 48 hours after being asked.
QUALITY SERVICES:
Always provide clear and transparent communication.

Provide opportunities for customer feedback regularly.
Customer Satisfaction scores will be posted and updated monthly in the CRC.
All staff will be knowledgeable about PA CareerLink® programming and the resources available.
INNOVATION:
We will do our jobs and do them well.

A proud partner of the  network

PA CareerLink® is an Equal Opportunity Employer/Program. Auxiliary Aides and services are available upon request. Requesting accommodation in advance helps to ensure that reasonable accommodation is available at the time service is provided. Toll-Free: 866-317-5627 Toll-Free TTY: 877-889-5621 Relay service: 711 Pittsburgh and Allegheny County WIOA Programs are fully funded by federal dollars. See <https://www.partner4work.org/about/stevens-amendment/> for information.

OTHER MATERIALS

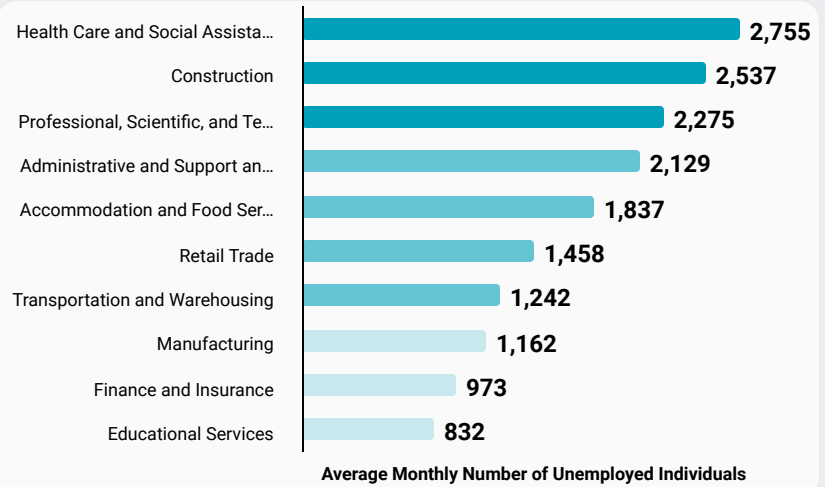
Quarterly Labor Market Facts*

Total Employment	622,127
Labor Force	642,746
Unemployed	20,619
Unemployment Rate	3.2%
Labor Force Participation Rate	62.5%

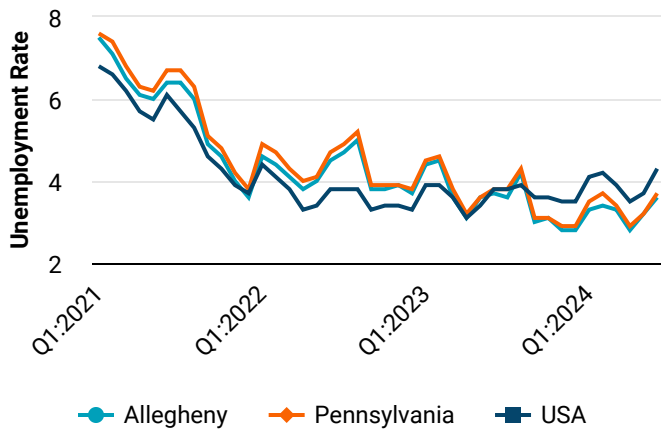
* Quarterly statistics were calculated using a three month average. Data is not seasonally adjusted, and may contain preliminary values.

**Methodology for calculating rates for Allegheny County has been updated to include only "noninstitutionalized populations".

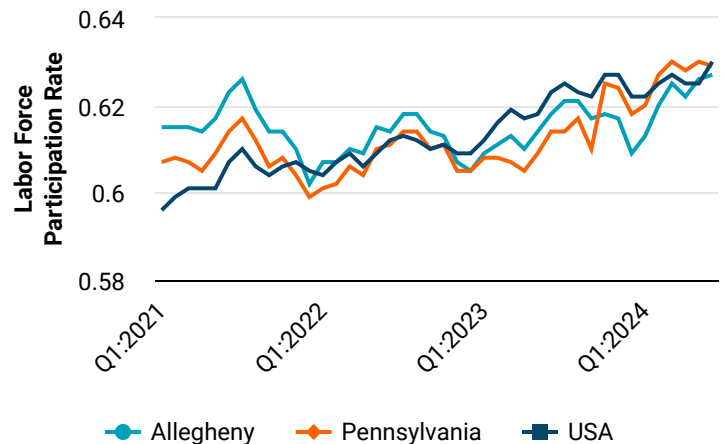
2024 2nd Quarter: Top Ten Industries with the Largest Volume of Unemployment



Unemployment Rate (Not Seasonally Adjusted)

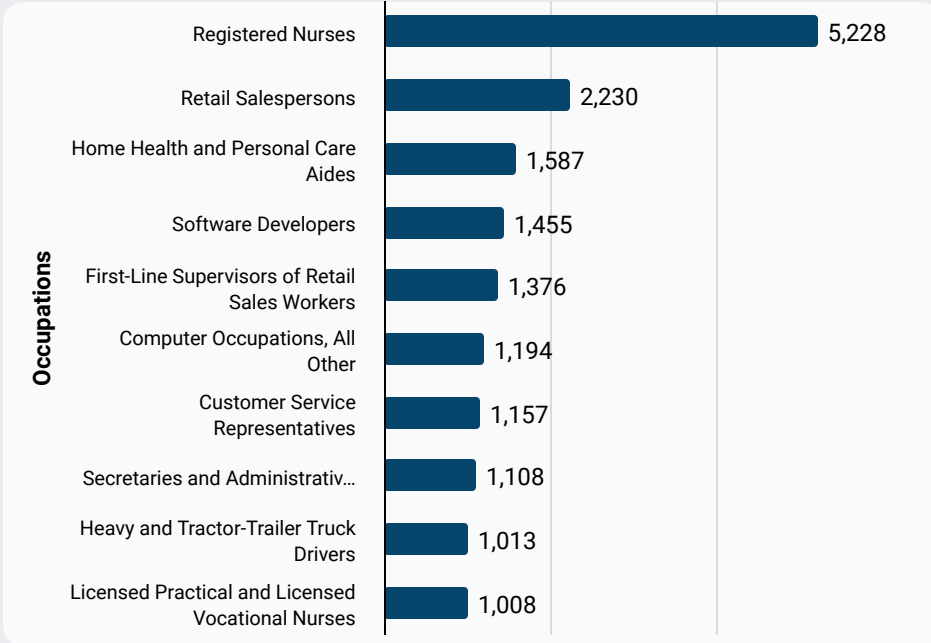


Labor Force Participation Rate** (Not Seasonally Adjusted)

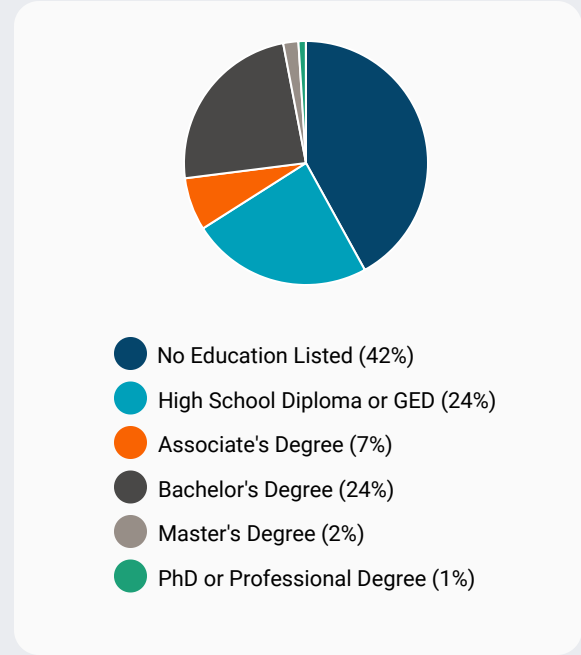


In the **second quarter of 2024**, the labor market in Allegheny County experienced an increase in the **unemployment rate** from 2.8% (April 2024) to 3.6% (June 2024). There was an increase in labor force participation during the same time period. Allegheny County's average labor force participation rate (62.5%) in the second quarter was below the rates of Pennsylvania (62.9%) and nationally (62.7%). In terms of industry specific unemployment, those who worked in **Healthcare and Social Assistance, Construction, and Professional, Scientific, and Technical Services** industries, experienced the largest unemployment in the second quarter (Note that these three industries are the largest, 9th largest, and 4th largest industries by employment volume, respectively).

Top Job Advertisements by Occupation



Minimum Education Required in 2nd Quarter Job Advertisements*

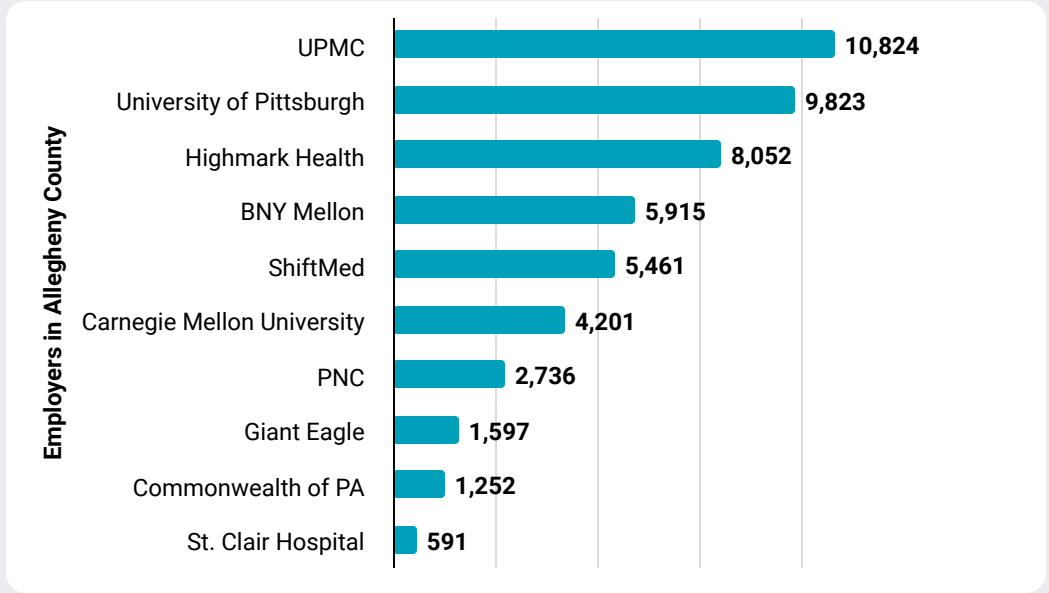


75,250
2nd Quarter Job Advertisements

-6.6%
Increase in Job Ads 2024:Q1 to 2024:Q2

\$51,136
Annual Median Advertised Salary

Employers in Allegheny County with the Most Job Advertisements in the 2nd Quarter



During the second quarter of 2024, there were 75,250 active job advertisements, with an median annual advertised salary of \$51,136. **Registered Nurses** and **Retail Salespersons** remained at the top as the most advertised occupations, with **Home Health and Personal Care Aides** replacing **Software Developers** as the third most advertised occupation. Approximately **73%** of all job ads did not specify the need for a bachelor's degree or higher. **UPMC**, the **University of Pittsburgh**, and **Highmark Health** were the top three employers with the most active job advertisements during the second quarter.

Family Supportive Workplaces

Parents and caregivers are a critical part of the labor force. Employers with family supportive work cultures are not only better able to recruit and retain diverse talent, they stand to gain significant advantages in positive branding and overall workforce retention, productivity, and growth.

Here are some ways that your organization can create a family supportive work environment.



GET STARTED

Share family-supportive policies and resources

- Highlight resources and policies when presenting job offers, during the onboarding process, and in all-staff communications like monthly newsletters.
- Create a supplemental section in the Employee Handbook, internal website, and other HR tools where both internal and external family supportive resources are listed together.
- Promote resources early and often to build awareness and connect employees to support as their circumstances change.
- Train managers and mentors to connect employees to support resources at critical times.

Provide safety and support for employees who are pregnant or nursing

For employees who are pregnant:

- Provide space and time for employees to rest from standing.
- Offer lateral position moves that allow for necessary accommodations.
- Expand bereavement leave to include pregnancy loss.

For employees who are nursing:

- Designate a quiet, private room that nursing employees can use to express milk. Make the room comfortable and inviting.
- Ensure milk can be safely refrigerated and stored.
- Offer breastmilk shipping, lactation support, and other related benefits through a service provider.

Update hiring policies and practices

Make it easier to coordinate child care.

- Offer virtual interviews, even for in-person positions.
- Ensure that all interviews start and end on-time.
- Schedule interviews a week or more in advance and offer a variety of date and time options.

Increase equity through best practices.

- Remove explicit and implicit penalties for lapses in work history.
- Remove salary history questions.
- Provide a listed salary range.
- Actively recruit job seekers from public workforce programs.

The Child Care and Family Resource List, found on the Partner4Work website, provides a short list of local support resources that can be shared with employees.

Avoid asking or making assumptions about an employee's parental status. Instead, promote policies, practices, and resources widely to all staff.

DIVE IN DEEPER**Design workplace policies and practices with child care and family realities in mind.**

This could include flexible scheduling, paid leave, dependent care pre-tax accounts, parent affinity groups, and more.

Support parent employees in accessing primary and back-up child care options.

This could include partnering with child care providers to offer reduced rate care, revising time off policies to allow for sick child and dependent care, and more.

Build a family-supportive culture through inclusive staff retreats, holiday parties, and other special events.

Plan events during normal work hours, enabling staff to use their existing child care. For events during other times, offer free child care options or plan certain events to be family friendly.

EMPLOYER SPOTLIGHT**Pittsburgh International Airport (PIT)**

At Pittsburgh International Airport, equal access to opportunity is a core principle driven into every action we take and decision we make. To stand behind our word, we have broken down barriers to entry that have historically impeded women, people of color, and those experiencing economic insecurity in our region – empowering them to rejoin or transform their position in the workforce.

Allegheny County Airport Authority will open an on-site childcare center in Spring 2023 to support the workforce development of our campus. Our childcare center is designed to better serve our workforce, including those children of workers involved in the building of our Terminal Modernization Program. The ambitious new terminal project is already underway and is scheduled to open in 2025. Additionally, we have enhanced parental leave, accommodations for nursing mothers, and flexible work environment to further support families.

Partner4Work is here to assist local employers interested in adopting family supportive workplace practices.

For more information or to start collaborating, contact Bonny Yeager, Manager of Industry Solutions at byeager@partner4work.org or 412-745-0269.

Child Care & Family Resource List

Parents who live in Allegheny County and the City of Pittsburgh have access to a wide range of resources through local organizations. This list highlights resources related to child care, child development, family fun and community building, diapering, and financial wellness. In many cases, staff at these organizations can also connect parents to other supports.



ALLEGHENY CHILD CARE FINDER TOOL

Use this tool to find available spots at early learning, after school, summer camp, and virtual programs across the county. Search results can be tailored by location, method of transportation, child age(s), hours, Keystone STARS rating, and acceptance of CCW/child care subsidy.

HOW TO FIND, CHOOSE, AND PAY FOR HIGH-QUALITY CHILD CARE: A GUIDE FOR FAMILIES

This one-pager explains the Keystone STARS rating and provides families with what to look for in a high-quality early learning environment.

EARLY LEARNING RESOURCE CENTER (ELRC)

At the ELRC, families can apply for the child care subsidy and get help finding the right child care solution for children birth through age 12. There are 7 neighborhood-based locations across the county. Call 1-888-340-3572 or 412-350-3577

FAMILY CENTER NETWORK

These neighborhood-based hubs provide support with basic needs, quality programming, peer networking, and connections to a variety of resources for all families. There are 27 Family Centers throughout Allegheny County. Services are free and available to parents and their children regardless of income.

GUIDES FOR WORKING FAMILIES

Investments in Caring PA provides online guides for how to find quality care, paying for childcare, early childhood development resources, and applying for tax credits.

JEREMIAH'S PLACE

Located in the East End, Jeremiah's Place offers free emergency child care services for children ages 0 to 6, available 7 days a week, 24 hours a day. The meaning of an emergency varies from family to family. Families have used Jeremiah's Place for medical appointments and emergencies, funerals, domestic violence and abuse, job interviews, respite care, labor and delivery, job training, mental health emergencies, military deployment, lapses in regular child care, and unsafe child care options. Parents/guardians must register their child with a one-time intake appointment, which takes roughly 1 hour.

WESTERN PENNSYLVANIA DIAPER BANK

WPDB provides no-cost diapers, period products, and incontinence supplies to families, prioritizing those of low income. There are 52 partner organizations across Allegheny and Westmoreland counties that act as pick-up locations. Parents can get diapers up to once a month.

HELLO BABY


Hello Baby is here to support every parent with a newborn in Allegheny County. The website offers a variety of resources on health, safety, and child development, along with connections to family support services.

PUBLIC LIBRARIES

The public library system in Allegheny County offers a wealth of resources for parents and families. Below are a few highlights. Carnegie Library of Pittsburgh (CLP) has library locations across the city. Allegheny County Library Association (ACLA) brings together information about libraries throughout the county.

- [Library Locator](#): Find your library by entering your zip code in the locator tool to discover library resources and services available in your community and county. There are 46 county libraries and more than 70 locations, so there's something for everyone!
- [CLP Library Programs and Events](#): Most CLP libraries offer a range of free programs for children of all ages and their caregivers. These are fun learning opportunities for kids and also give parents a chance to connect with one another. There are programs for Teens and Adults too.
- [ACLA Virtual Learning Programs](#): Check the ACLA Youth Services website for updates about StoryWalks® and the Books & Beyond Program with KDKA-TV PTL, as well as any countywide youth services initiatives and programs. You can also find "ACLA Youth Services" on Facebook to learn about programs happening at the county libraries, as well as resources for parents and families.
- [Book Lists](#): Book suggestions organized by age range, diversity, or subject. The "Here to Help" book lists can be used to support conversations about difficult topics.
- [eResources](#): These library services can be accessed 24/7 with a Wi-Fi connection. Connect to free eBooks and audiobooks, learn a new craft, or even develop language skills. The Homework Help section provides resources for help with homework, school projects, and test prep. Students can also access tutor.com for free, where they can get real time access to a tutor.

Note:

 = Resources for families with young children

 = Resource for families with school-age children

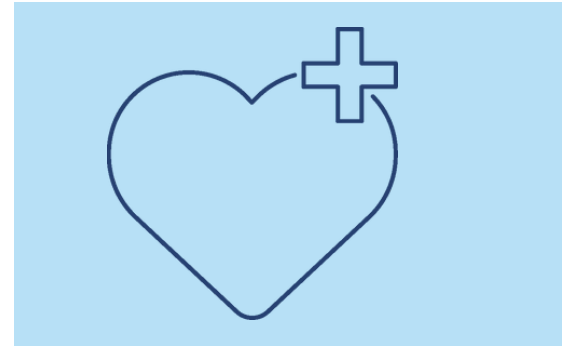


Use this QR code to access an online version with hyperlinks for each resource on this list.

Recovery Friendly Workplaces

Employers who adopt Recovery Friendly Workplace practices can make a difference in the lives of their workers while decreasing costs associated with turnover, absenteeism, loss of productivity, and healthcare expenditures. Substance use disorder is a treatable disease and people in recovery are assets to the workforce.

Here are some ways that your organization can create a recovery friendly work environment.



GET STARTED

Connect employees to resources that support recovery

- Identify your organization's existing benefits related to recovery. Pull them all together in one list, along with external resources like the Recovery Resource List.
- Promote resources early and often to build awareness and connect employees to support as their circumstances change.
- Create a recovery-specific section in the Employee Handbook, internal website, and other HR tools.
- Train managers and mentors to connect employees to support resources at critical times.
- Offer and promote an Employee Assistance Program or a healthcare point of contact who can confidentially guide employees to resources and provide referrals.

Create a recovery friendly workplace culture

- Use person-centered language when discussing SUD. A helpful flyer can be found on Partner4Work's website.
- Celebrate National Recovery Month in September.
- Promote a message of hope in recovery.
- Offer a variety of appealing non-alcoholic options at company-wide events.
- Encourage healthy after-hour activities in addition to or in lieu of happy hour.
- Offer health and wellness programs and actively encourage awareness and use.
- Commit to adopting supportive job practices and identify your organization as a Recovery Friendly Employer both internally and publicly.

The best approach is to promote resources with all staff and create judgment-free opportunities for employees to discuss their challenges and seek support.

The Recovery Resource List, found on the Partner4Work website, provides a short list of local support resources that can be shared with employees.

DIVE IN DEEPER

Organizations with a core set of recovery friendly workplace practices can reduce stigma, increase transparency, build staff knowledge, and ensure issues are addressed in a fair and supportive manner.

1. Drug and Alcohol Policy

Create a clearly written Drug and Alcohol workplace policy that outlines the rights and responsibilities of the organization and employees. Policies should be underpinned by the principle of “fitness to work,” where the issue is about job performance rather than drug use. Consult legal counsel to ensure the policy adheres to applicable laws. Periodically revisit the policy to make updates. Include staff in this revision process.

2. Procedures

Maintain clear, proactive, written procedures regarding substance use that include:

- How recovery support resources will be shared with staff
- How staff should respond to suspected substance use in the workplace
- How the organization will address suspected substance use in the workplace
- The method and frequency of all staff training related to SUD and recovery
- The method and frequency of specialized training for SUD response leads and other key personnel

3. All-staff Training

Staff training promotes awareness, transparency, and understanding and fights the persistent stigma around SUD. Training topics should include:

- an overview of SUD that provides foundational knowledge and addresses stigma
- a review of the company’s drug and alcohol policies and procedures
- methods for recognizing SUD behaviors and how to respond
- an overview of the support resources that are available to employees and their family members

Additional topics could include safe use of prescription medications, low-risk drinking guidelines, proper disposal of unused prescription drugs, and overdose prevention.

4. Specialized Training

SUD response leads need specialized training in order to be effective in their role.

Consider also including managers, mentors, and other personnel with direct reports.

Training topics should include:

- in-depth review of their role within the company’s SUD response procedures
- methods for recognizing and documenting signs of substance dependency
- supportive intervention tactics that include referrals to resources
- steps to ensure confidentiality

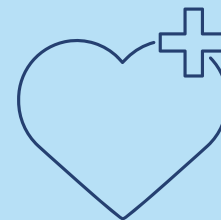
Additional topics could include motivational interviewing, trauma-informed management, and unconscious bias or similar DEI content.

Partner4Work is here to assist local employers interested in adopting recovery friendly workplace practices.

For more information or to start collaborating, contact Bonny Yeager, Manager of Industry Solutions at byeager@partner4work.org or 412-745-0269.

Recovery Resource List

This list highlights resources related to substance use disorder awareness, recovery, and safe medication disposal. In many cases, staff at these organizations can also connect individuals to other supports.



ALLEGHENY COUNTY SUBSTANCE USE WEBSITE

Provides support around immediate substance use screening and referrals, ongoing support for substance use, overdoes prevention, and other helpful resources.

SAMHSA'S NATIONAL HELPLINE

A free, confidential, 24/7, 365-day-a-year treatment referral and information service for individuals and families facing mental and/or substance use disorders. 1-800-622-HELP (4357)

UNITY RECOVERY

Non-clinical peer recovery support specialists who provide individual & family member and loved one recovery support services, community education and training, and a 7 day a week drop-in center for use by anyone looking for a welcoming and inclusive space to focus on their health and wellness.

JADE WELLNESS CENTER

Provides a comprehensive variety of individualized, flexible drug and alcohol outpatient treatment options for adults, adolescents, and families struggling with substance use disorders at all stages of the addiction process.

WECONNECT!

A free app individuals can use to join online support meetings, schedule healthy routines, and track progress.

FACES & VOICES OF RECOVERY: RECOVERY SUPPORT SERVICES

Their search tool provides information about mutual aid groups for people seeking or in long-term recovery, their families, and loved ones. Some of these groups are online and others hold in-person/face-to-face meetings in communities across the country.

PREVENTION POINT PITTSBURGH

A nonprofit organization dedicated to providing health empowerment services to people who use drugs, including support with Medication Assisted Treatment.



DISPOSAL OF UNUSED MEDICINES

Provides resources on how to properly dispose of unused or expired drugs.

CONTROLLED SUBSTANCE PUBLIC DISPOSAL LOCATIONS

A searchable database of disposal locations for controlled substances.

Note

-  Support resources for individuals with substance use disorder and their family members
-  Disposal of controlled substances and prescription medications

RECOVERY COMMUNITY ORGANIZATIONS

[Alcoholics Anonymous](#) - Anyone with a desire to stop drinking is welcome, regardless of race, gender, sexual orientation, religion, income or profession. Available online or in person.

[LifeRing Secular Recovery](#) - An organization of people who share practical experiences and sobriety support. Within the group there are as many ways to live free of illicit or non-medically indicated drugs and alcohol as there are stories of successful sober people.

[Narcotics Anonymous](#) - A list of local support group meetings for individuals in recovery. This is a program of complete abstinence from all drugs.

[Marijuana Anonymous](#) - A fellowship of people who share experience, strength and hope with each other to support recover from marijuana addiction. Available online or in person.

[PA Organization for Women in Early Recovery \(POWER\)](#) - Helps women reclaim their lives from addiction and related emotional health issues and works to improve the well-being of future generations.

[Recovery Dharma](#) - A peer-led movement and community that is unified by trust in the potential of each person to recover and find freedom from the suffering of addiction. Aligned with the traditional Buddhist teachings, often referred to as the Dharma. Available online or in person.

[SMART Recovery](#) - An international non-profit organization that provides assistance to individuals seeking abstinence from addiction. SMART stands for Self-Management and Recovery Training. Available online or in person.

[Women for Sobriety \(WFS\)](#) - An organization whose purpose is to help all women find their individual path to recovery through discovery of self. This is an abstinence-based, self-help program for women overcoming challenges with alcohol and other drug use. Available online or in person.

[Pittsburgh Recovery Walk](#) - Additional recovery support options, including groups for friends and family members. Many of the meetings listed are available both online and/or in person.



Use this QR code to access an online version with hyperlinks for each resource.

Reentry Supportive Workplaces

On average, 1 in 4 Americans possess a criminal record and this untapped talent pool is often overlooked by employers. Individuals with criminal records experience a higher rate of unemployment than the general public and 75% of formerly incarcerated jobseekers are still unemployed a year after being released from prison or jail. Employers that create reentry supportive workplaces see the positive impact that justice-involved employees bring to their businesses. Research shows that reentrants are more productive, loyal to their employers, and bring new talent into the workplace.

Here are some ways that your organization can support reentry.

GET STARTED

Adopt Fair Chance Hiring best practices.

- Train HR employees on federal, state, and local hiring legislation, including any regulations specific to the industry your business operates in.
- Discuss qualifications first. Avoid excluding candidates based on stereotypes and assumptions.
- Make sure that HR employees or hiring managers understand how to read a Pennsylvania criminal record. If using a consumer reporting agency, make sure their methods align with fair chance hiring practices and law.
- Only consider charges that are relevant to the job posting and review the time that has passed since the conviction.
- Allow and encourage candidates to discuss the findings of the background check before making final decisions – context is important.
- Review all signs and evidence of rehabilitation – give candidates the opportunity to present evidence and experience.
- Research! Encourage hiring professionals to do their own research on fair chance hiring practices as recommendations evolve and change.



Employees who were formerly incarcerated were found to be 1 to 1.5% more productive than other workers, according to Evolve.

People who have been formerly incarcerated or have a record have their job callback rate reduced by at least 50% when scanning for a criminal history is involved in the initial hiring process. This initial screening is harmful both to the applicant and to the business.

DIVE IN DEEPER**Utilize the Work Opportunity Tax Credit.**

The Work Opportunity Tax Credit (WOTC) is a federal incentive program that encourages employers to hire individuals with barriers to employment, including returning citizens. Employers can receive up to \$2,400 for each person that they employ who has been convicted of a felony or released from prison for the felony within the last year.

Utilize Federal Bonding.

Federal Bonding provides fidelity bond coverage of up to \$5,000 for an employee's initial six months of employment. This not only provides protection for the business and assets, but also creates a chance to bring in new talent. Bonds can be put in place for any employee that is working full or part time. Additionally, employers can purchase bonds for existing employees in order to prevent layoffs or assist in a transition to a different position.

Understand how to read a PA criminal record.

When considering a criminal record, it's extremely important that the individuals reviewing the record understand how to interpret what it may contain. Philadelphia Lawyers for Social Equity (PLSE) developed a resource (linked below) that can assist in reviewing an applicant's criminal record. It highlights disposition definitions and appropriate use when considering employment.

How to read a PA criminal record

- Review guidance offered by PLSE on navigating a criminal record.
- Consider
 - the type and gravity of the offense
 - the amount of time that has passed since the offense, conduct, and if the person finished their sentence
 - the type of job the person's applying for and their qualifications

EMPLOYER SPOTLIGHT**Dave's Killer Bread**

At Dave's Killer Bread, we believe in Second Chance Employment: hiring the best person for the job, regardless of criminal history. We have witnessed its transformative power, and that giving someone who is ready to change their lives a chance – a Second Chance – gives people an opportunity not only to make a living, but to make a life. Learn more at daveskillerbread.com/secondchances

Partner4Work is here to assist local employers interested in adopting reentry supportive workplace practices.

For more information or to start collaborating, contact Bonny Yeager, Manager of Industry Solutions at byeager@partner4work.org or 412-745-0269.

Media

Earned and Partner Media

1. [President Biden's Clean Energy Agenda Spurs Job Growth and Economic Resilience](#), Solar Quarter, July 3, 2024
2. [\\$3 million grant to fund filming of 3 horror movies in southwestern Pennsylvania](#), Pittsburgh Post Gazette, August 2, 2024
3. [Pennsylvanians Encouraged to Access Free Career Help, Employment Opportunities at PA CareerLink Offices Across Commonwealth](#), Penn Watch, August 18, 2024
4. [PIT2Work: One year and counting of changing lives](#), Blue Sky News, August 29, 2024
5. [Grand Opening of Newly Relocated Allegheny East PA CareerLink for Pennsylvania Workers to Find Jobs](#), Penn Watch, September 4, 2024
6. [Shapiro Administration Joins Grand Opening of Newly Relocated Allegheny East PA CareerLink® to Celebrate Opportunities for Pennsylvania Workers to Find Jobs, Boost Skills](#), Labor and Industry, September 4, 2024
7. ['A critical resource for our community': New career center opens in Wilkins](#), Pittsburgh Post Gazette, September 5, 2024
8. [Walnut Capital plans to make place for nonprofit at Bakery Square Connector redevelopment](#), Pittsburgh Business Times, September 11, 2024
9. [Local organizations partner to launch first EV apprenticeship program in the country](#), Pittsburgh Business Times, September 12, 2024
10. [The first electric vehicle apprenticeship program in the country is coming to Pittsburgh, DOL announces](#), Pittsburgh Post Gazette, September 12, 2024

Top Social Media Posts (June 19 through September 18)

Partner4Work Pittsburgh
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★ Take a behind-the-scenes look at the Learn & Earn Program the [Neighborhood Learning Alliance](#) PGH is transforming lives through educational programs and strategic partnerships. From hands-on training to career counseling, we're committed to providing the support you need to succeed. [View post](#)

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What an incredible couple of weeks for [PA CareerLink](#)! We're thrilled to share the highlights from PA CareerLink's recent events, including the grand opening of our newly relocated Allegheny East office and the launch of our first EV apprenticeship program. [View post](#)

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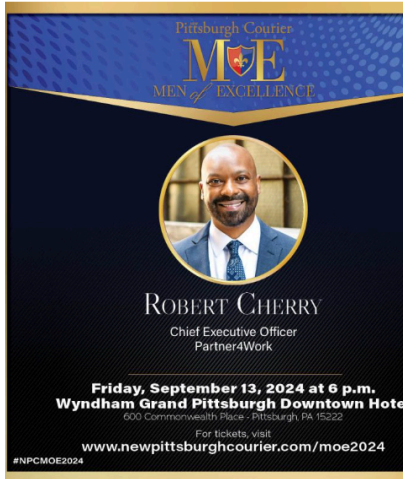
Discovering the Path to Success at the Carpenters Pittsburgh Workshop. Students from the Get Ready/Stay Ready Post High School are gaining hands-on experience in a real-world setting. [View post](#)

Get on the Bus™ with Neighborhood Learning Alliance: Why programming is important for the future of Allegheny County
Partner4Work Pittsburgh on LinkedIn • 3 min read
Neighborhood Learning Alliance PGH (NLA) welcomes legislators, business leaders, and community members to the "Get on the Bus" event. [View post](#)

Media

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We are excited to share that our CEO, **Robert Cherry**, is recognized as one of the **New Pittsburgh Courier's** Class of 2024 Men of Excellence! 🌟 ...more



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Yesterday, the Advisory Committee on Apprenticeship (ACA) gathered at **CareerLink® Pittsburgh** Downtown for a day of insightful discussion aimed at expanding apprenticeship opportunities. ...more



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🚀 Exciting Opportunity Alert! **PA CareerLink** Resource Fair at their brand-new location in 4th from 1:00 PM to 3:00 PM! 🌟 ...more



Recent Partner4Work videos

<https://www.youtube.com/user/3RiversWIB>

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Fax - Wireless

FAX 412-552-7091 received in
admin@partner4work.org

Guest Wireless: TRWIB-Guest passphrase: Welcome2TRWIB!

Other Contacts

CareerLink (Downtown Office) 304 Wood St. Commons	412-552-7100 (Main) 412-552-7051 (Fax)	Greeter's desk: 412-697-6677
CareerLink (East Office) Ardmore Blvd.	412-436-2225 (Main) 412-436-2133 (Fax)	Greeter desk: call Main # press 201 of zero
Centre City Tower SECURITY (Lobby Guard)	646-340-1700 ext. 806	

PITTSBURGH/ALLEGHENY COUNTY PA CAREERLINK SYSTEM

COMPREHENSIVE CENTERS

Allegheny County East

300 Penn Center Blvd, Building 3,
Floor 8
Pittsburgh, PA 15221
412-248-5627
TTY 412-271-4217

Downtown Pittsburgh

914 Penn Avenue
Pittsburgh, PA 15222
412-248-5627
TTY 412-552-7044

REGIONAL CENTERS

Alle-Kiski

1150 5th Avenue,
Suite 200
New Kensington, PA
15068
724-334-8600
TTY 724-334-8713

Mon Valley

130 McKean Avenue
Charleroi, PA 15022
724-379-4750

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.

Partner4Work

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www.partner4work.org

Equal Opportunity Employer

Auxiliary aids and services are available upon request. Reasonable accommodations can be made when requested in advance. Please call (412) 552-7090 or email info@partner4work.org with your request.