

PARTNER WORK

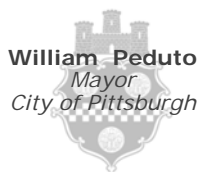
The Workforce Development Board for the Pittsburgh Area



Building a thriving workforce for the Pittsburgh region.

Board of Directors' Briefing Book

A p r i l 1 7 , 2 0 2 0



David Malone
Chair



BOARD OF DIRECTORS

David J. Malone, Chair
 Chairman and CEO, Gateway Financial

Acklin, Kevin
 Vice President and Chief Counsel
 Pittsburgh Penguins

Allen, Will
 Managing Partner
 Nascent Group Holdings

Barcaskey, Richard
 Executive Director
 Constructors Association of
 Western PA

Belechak, Joseph
 Principal
 Accenture

Bell, Natalie
 Director, Talent Acquisition-
 Recruitment Service Delivery
 UPMC

Bullock, Dr. Quintin
 President
 Community College of Allegheny
 County

Camino, Chris
 Americas Leader, Strategic
 Customer Engagements
 Amazon

Caplan, Debra
 Executive in Residence
 The Forbes Funds

Casoli, Rich
 Chief Operating Officer and Vice
 President of Business Operations
 and Development
 Beemac Trucking

Cherna, Marc
 Director
 Allegheny County
 Department of Human Services

Cooper, Mary Frances
 President and Executive Director
 Carnegie Library of Pittsburgh

Coplan, David A.
 Executive Director
 Human Services Center Corp.

Croft, Tom
 Executive Director
 Steel Valley Authority

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

Gittlen, Ike
 Representative
 United Steelworkers

Harris, Carey
 Chief Executive Officer
 Literacy Pittsburgh

Katona, Marci
 District Administrator
 Office of Vocational Rehabilitation

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

Lane, Majestic
 Deputy Chief of Staff, Office of
 Mayor William Peduto
 City of Pittsburgh

Massaro, Steve
Partner4Work Treasurer
 President
 Massaro Construction Group

McLaughlin, Caitlin
 Executive Vice President, Director
 of Talent Lifecycle
 PNC

Melcher, Tom
 Business Manager
 Pittsburgh Regional Building Trades
 Council

Mendoza, Brandon
 Executive Director
 NAIOP Pittsburgh

Nobers, Jeff
 Executive Director
 Builders Guild of Western PA

Pipitone, Scott
 President and CEO
 Pipitone Group

Pollard, Joshua
 President and CEO
 Omicelo

Rendulic, Mark
 Market President
 Citizens Bank

Rupert, Duke
 Chief Operating Officer
 Allegheny General Hospital

Staszko, Frank
 Assistant Regional Director
 PA Department of Labor and
 Industry, Bureau of Workforce
 Partnerships and Operations

Thomas, John
 Chief Financial Officer
 ECHO Realty

Topoleski, Linda
 Vice President, Workforce
 Operations and Programs
 Allegheny Conference on
 Community Development

Washington, Dr. Nancy
 Director, Allegheny Housing
 Rehabilitation Corporation

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

PARTNER4WORK (P4W) Board of Directors' Meeting

8:30 to 9:30 a.m. April 17, 2020

Via Zoom Conferencing: <https://zoom.us/j/309648736>

1. WELCOME AND CALL TO ORDER *Dave Malone, Chair*

2. CONSENT AGENDA ITEMS *Dave Malone*
 - APPROVE: Minutes from the April 3, 2020, Board of Directors meeting

3. COMMUNITY INTELLIGENCE, IMPACT, ADVOCACY, AND DECISION-MAKING AMID COVID-19 CRISIS
 - Dave Roger, Hillman Foundation
 - Dave Coplan, Human Service Center Corp.
 - Susie Puskar and Frank Staszko, Partner4Work and Labor & Industry

4. WORKFORCE AND ECONOMIC DEVELOPMENT STRATEGIC PLANNING

5. OTHER BOARD BUSINESS

6. OPEN FORUM AND PUBLIC COMMENT PERIOD
Individual speakers limited to three (3) minutes

7. ADJOURNMENT

Minutes of Partner4Work Board of Directors' Meeting

Zoom Meeting

8:30 a.m. April 3, 2020

Board Members Present

Barcaskey, Rich
Camino, Chris
Caplan, Debra
Casoli, Rich
Cooper, Mary Frances
Coplan, David
Gittlen, Ike
Harris, Carey
Kelly, Darrin
Lane, Majestic
Malone, David
Massaro, Steve
McLaughlin, Caitlin
Mendoza, Brandon
Pipitone, Scott
Rendulic, Mark
Rupert, Duke
Staszko, Frank
Thomas, John
Topoleski, Linda
Washington, Dr. Nancy

Board Members Absent

Acklin, Kevin
Allen, Will
Belechak, Joseph
Bell, Natalie
Bullock, Dr. Quinton B.
Cherna, Marc
Croft, Tom
Ellsworth, Laura
Katona, Marci
Melcher, Tom
Nobers, Jeff
Pollard, Joshua
Williamson, Sam

Guests Present

Acosta, Richard (Grant Associates)
Burstein, Joel (Keep It Simple Workforce Development)
Haggerty, Ryan (Work Hard Pittsburgh)
Higgins, Kiara (Dynamic Workforce Solutions)
Lucas, Josh (Work Hard Pittsburgh)
Nestor, Jennifer (Labor and Industry, Oversight Services)
Sljva-Blystone, Amy (PA CareerLink Allegheny County)
Stanboro, Sean (PA CareerLink/ResCare)

Staff Present

Buford, Earl
Herrera, Jasmine
Kramer, Kristin
Moore, Dillon
Mills, Jack
Pajewski, Jennifer
Puskar, Susie

Board Meeting Minutes (continued)

The meeting opened at 8:33 a.m. with roll call. A quorum was present. Staff and guests were asked to acknowledge their participation in the chat feature.

BUSINESS INTELLIGENCE, IMPACT, ADVOCACY, AND DECISION-MAKING AMID COVID-19 CRISIS

Board Chair Dave Malone turned the floor to Linda Topoleski of the Allegheny Conference on Community Development for a conversation on intelligence gathered from the business community and the activities of the Conference during the pandemic.

Ms. Topoleski discussed:

The Conference produced a workforce vulnerability index with four criteria: businesses or groups of businesses considered life-sustaining; life-sustaining businesses with which employees must be onsite; of those, do they have an above-average workforce over the age of 55 that work with the public; and the overall number of workers over the age of 55. If Industry scored four out of four, the Conference scored it as having the most vulnerability during the crisis. Subsequent scores were ranked accordingly.

The most vulnerable industries include healthcare with a disproportionate number of older workers. Grocery and retail workers also are considered highly vulnerable with 143,000 workers in those front-line jobs. High-vulnerable industries include manufacturing, airlines, transportation and logistics and others with 366,863 workers in those industries. Moderately vulnerable industries, with 464,700 workers, are colleges, legal firms, telecommunications, and so on. Dave Malone added that in the Pittsburgh MSA, 29,000 businesses have closed completely with 401,000 people out of work; 4,200 businesses are partially closed; and 27,400 businesses, with 519,000 workers, are still open and include the vulnerable workers previously mentioned. He also referenced data on individuals earning less than \$75,000 annually. While not most physically at risk, these workers are most economically vulnerable with many unable to withstand more than two weeks without income. On average, small businesses have about \$12,100, or about 27 days of cash available.

A series of webinars hosted by the Conference including sessions with FNB and Bridgeway Capital, and Huntington Bank and the Small Business Administration will be held to help small businesses learn how to access paycheck protection program loans provided in the CARES Act. Advance questions received reveal tones of desperation, frustration with the difficulties in attempting to reach individuals for help, and skepticism about whether assistance will be available in time.

A survey of about 200 Conference members was conducted to assess the current and future impact on business. The survey was conducted between March 17 and March 25. Of 250 businesses, 60 percent reported significant disruption; 15 percent reported an expectation of being able to conduct business as usual. Seventy-five percent of respondents expected the situation to worsen within a month. Critical needs expressed included access to relevant information, access to capital and resources, and coordination of supports for employees such as childcare for those unable to work remotely. The latter point was demonstrated as a significant need for industries such as manufacturing where parents are unable to work from home and might be unwilling to report due to the risk of exposure.

With a research firm, the Conference conducted a consumer confidence survey of about 600 consumers between March 24 and March 26. Respondents expressed confidence that Pittsburgh would weather the crises better than cities of similar size; however, they also expressed the belief that the region would not

recover as quickly as the nation. Most respondents said they would not make large-ticket purchases, such as a car or home, soon; however, more than half said they planned to take a road trip within the next six months.

Dr. Nancy Washington asked about efforts to address the effects on minority communities, particularly for minority and women-owned businesses. The Conference invited minority and women-owned businesses to participate in webinars via the African-American Chamber of Commerce. Ms. Topoleski also said that while not designated as an agency to distribute funds through the paycheck protection program, Bridgeway Capital assists by helping small businesses understand and develop virtual front doors, conduct business online, providing advertising assistance, etc. The Conference also connected with Pittsburgh Public Schools to source and distribute equipment and train teachers for virtual learning.

Brandon Mendoza asked if the Conference strategizes with the Governors' office to mobilize efforts to quickly and effectively reopen the economy post-pandemic and encourage businesses to retain workers to quicken ramp-up efforts. Longer-term planning and calls with economic partners in the region are ongoing. The Conference continues to disseminate information, collect intelligence, and work with regional Chamber partners to plan for the future.

Surveys and reports from the Conference and information about NAIOP Pittsburgh's Economic and Workforce panel on April 9 would be sent to the group following the meeting.

Jack Mills, chief strategy officer, briefly discussed P4W's Industry Partnership work. He referred to multiple charts provided in the Briefing Book and discussed successes of IPs before the crisis. Successes included progress made on the priorities identified in some of the eight active IPs, including Transportation and Logistics and Healthcare. The priorities include training, upskilling, recruitment, and retention.

Since the crisis, P4W's IP team interviews 56 employers and labor representatives about current issues and needs relative to layoffs, surge hiring, and expected transitional training needs. Mr. Mills asked the Board to encourage other employers to partner and expand and extend the services available. Mr. Buford discussed work underway in IT and also encouraged employers to develop and articulate signature programs and services.

CONSENT AGENDA ITEMS AND COMMITTEE REPORTS

Two items considered under consent: Minutes from March 27, 2020, and accepting \$500,000 from Hillman to support Industry Partnerships and other work.

On a motion by Deb Caplan, seconded by Scott Pipitone, the consent agenda was approved as presented. There were no additions, corrections, objections, or abstentions.

AGENDA SETTING FOR APRIL 17, 2020

With the discussion focused on the demand, Mr. Buford proposed a supply-side conversation for April 17. He recommended a discussion to develop a crisis and post-pandemic plan and presentation on the partnerships that have formed or are forming to coordinate the pipeline.

Mr. Malone discussed daycare and the fragility of the workforce relative to the lack of stable childcare. He emphasized the need for P4W to focus its efforts on where it can be most effective. Chief Program Officer Susie Puskar discussed Allegheny County's Department of Human Services' work to make available surge-

related childcare. She reported several slots available; however, if a segment of the population is missed, Ms. Puskar recommended connecting it to DHS.

The April 17 meeting would focus on the supply side with a discussion with key partners including labor, and a continued conversation on unemployment compensation.

OTHER BOARD DISCUSSION

Mr. Malone reiterated that P4W must prioritize its agenda for the foreseeable future to make an impact.

PUBLIC COMMENT

There was no public comment.

On a motion by Dave Coplan, seconded by Deb Caplan, the meeting adjourned at 9:26 a.m.

Earl Buford
Chief Executive Officer

Matt Aelmore
Program Evaluation Manager

Jack Bailey
Database Specialist

Crystaline Barger
Manager of Youth Work Experience

Mayada Christiansen
Director of Youth Programs

David Conway
Apprenticeship Manager

Dillon Corbridge
Data Coordinator

John Crowe
Program Coordinator, EARN Work Ready

Kayleigh Del Cotto
Learn & Earn Manager

Ryan Dodson
Junior Accountant

Bonnie Evans
PULSE Fellow

Carolyn Ford
Contract Administrator

Nancy Frederick
Assistant Grants Manager

Julia Gagosian
Youth Program Coordinator

Markie Harrison
Youth Program Coordinator

Jasmine Herrera
Executive Assistant

Kristen Hochreiter
Compliance Specialist

Raihan Izimbetova
TANF Program Manager

Nic Jaramillo
Operations Manager

Katrina Kadisevskis
Adult Workforce Programs Coordinator

Dylan Knutson
Manager of Strategic Initiatives

Kristin Kramer
Sr. Director of Fiscal

Erin Kucic
Program Manager, Adult Workforce Services

Edgar Largaespada
Industry Partnership Manager

Sophia Leissa
PULSE Fellow

Markese Long
Community Relations Manager

Kristine Masta
Director of Development

Cory Matz
IT Specialist.

Kelly McGuire
Communications Coordinator

Jesse McLean
Youth Program Coordinator

Jack Mills
Chief Strategy and Innovation Officer

Priscilla Montoya
Compliance Specialist

Dillon Moore
Director of Policy

Franklin Mosley
Receptionist

Sarah Owen
Grant Writer

Jennifer Pajewski
Sr. Director of Special Relationships

Susie Puskar
Chief Program Officer

Katy Rittle
Director of Workforce Innovation

Kris Roper
Accounting Supervisor

Jonathan Ross
Compliance Specialist

Andy Smith
Director of Adult Workforce Programs

Sandy Stuhlfire
Financial Consultant

Tony Townsend
Industry Partnership Developer

Rebecca Varo
Compliance Specialist

Sharon Watkins
MUS Compliance Manager

Wendy Weiskircher
Director of Human Resources

Spencer Witt
Accounting Clerk

Eva Wright
Grants Management Specialist

PA CAREERLINK® PITTSBURGH/ALLEGHENY COUNTY SYSTEM

COMPREHENSIVE CENTERS

Allegheny East

2040 Ardmore
Boulevard
Pittsburgh, PA 15221
412-436-2225
TTY 412-271-4217

Downtown Pittsburgh

Wood Street
Commons
301 Wood Street
Pittsburgh, PA 15222
412-552-7100
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 Regional

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

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

Mission

Lead the development, integration, and implementation of a world-class workforce development system in Pittsburgh and Allegheny County.

Vision

We will be a community leader, an innovator, a strong partner, inclusive, a bridge builder between human services and workforce development systems, a model workplace.

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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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.

