



Pennsylvania Rehabilitation Council (PaRC)

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CareerLink / WIOA Committee Meeting Minutes for August 30, 2022

Members Present (P)

Rob Wallington (P)
Paul Fogle (NP)

Not Present (NP)

Andrew Pennington (P)

Kara Donatucci Pham (P)

Office of Vocational Rehabilitation (OVR) Staff Present: Cheryl Novak, Lee Ann Stewart, Robert Hodapp, James Whitonis

State Workforce Development Board (SWDB) Staff Present: Josh Towzey

Guests Present: Michael White, Bureau of Workforce Development Administration, Ian Harlow, Acting Deputy Secretary, Department of Labor and Industry (L&I) Administration, Jim Kayer, Director, L&I Office of Equal Opportunity, Sandy List, Equal Opportunity Specialist

PaRC Staff Present: Chris Todd, Michelle Gerrick

CALL TO ORDER

- This meeting was conducted through Zoom. Mr. Rob Wallington called the meeting to order at 10:00 AM

ADDITIONS TO THE AGENDA

Mr. Rob Wallington had an addition to discuss concerns regarding Unemployment Compensation.

APPROVAL OF AGENDA AND PAST MINUTES

MOTION was made by Mr. Andrew Pennington to approve the agenda and past meeting minutes. Ms. Kara Donattuci Pham seconded the motion. All were in favor.

Agenda items:

Introductions: New Committee Member and Guests

- Mr. Chris Todd (staff) conducted roll call and introduced meeting attendees.

Office of Equal Opportunity (OEO) Presentation / Question and Answer period **Ian Harlow, Acting Deputy Secretary, Dept. L&I Administration** **Jim Kayer, Director, L&I Office of Equal Opportunity** **Sandy List, Equal Opportunity Specialist**

- Mr. Ian Harlow provided professional background and current role with the OEO.
- Mr. Jim Kayer provided OEO updates including current staffing and OEO responsibilities. Some of their responsibilities and updates include:
 - Ensuring Unemployment Compensation (UC) system and PA Workforce system remain compliant with Section 188 of the Workforce Innovation and Opportunity Act (WIOA). This section includes hundreds of regulations attached that are located at 29 CFR part 38.
 - Publish a non-discrimination plan every two years.
 - Maintain a complaint process with Local Workforce Development Boards (LWDB).
 - Provide training for OEO Officers and ensure each LWDB and CareerLink facilities remain in compliance.
 - Provide accessibility surveys for CareerLinks.
 - Fulfill and maintain the annual compliance review, mandated by the U.S. Department of Labor.
 - Identifying solutions, collaboration, and providing guidance in regard to accessibility with technology and physical location accessibility.
 - Identify challenges and provide trainings regarding civility within the workplace and promoting a positive culture.
- Ms. Sandy List provided updates on Diversity, Equity, Inclusion, and Accessibility (DEIA) efforts including:
 - PA Department of Labor and Industry created the DEIA Committee focusing on providing dignity and respect in the workplace.
 - Addressing the Departments' actions related to hiring, retention, alliances, customer experience, communication, and addressing barriers to equal opportunity.
 - Grace Project addresses the stress, difficulties, inter-personal issues, and civility problems commonly faced in the workplace. Their team is planning to hold training sessions that cover working with grace, working closely with Office of Deaf and Hard of Hearing to ensure accessibility, and shared their outreach efforts including posters.
 - Mr. Andrew Pennington inquired if the OEO Compliance Review survey tool would be available to share with Council members to review what questions regarding accessibility are included.
 - Mr. Jim Kayer stated that he would inquire with legal department to ensure that information could be shared.

- Ms. Sandy List stated that one of the questions asked on the survey is for a copy of the ADA annual review that is performed by OVR.

Updates / Discussion from PA Workforce Development and the Office of Vocational Rehabilitation (OVR)

Discussion on Unemployment Benefits

Discussion on CareerLink locations, accessibility, and services

- Ms. Lee Ann Stewart and Mr. Rob Hodapp provided updates from OVR including:
 - Nearly completed all of the ADA comprehensive CareerLink assessments with about 13 more remaining to complete. Will then be moving on to affiliate or satellite offices.
 - CareerLinks have been equipped with Fusion, Jaws, new computers, power adjustable tables, and new CC TVs.
 - Will be providing trainings to CareerLink staff on assistive technology.
- Mr. Rob Wallington inquired about concerns regarding CareerLinks located in Germantown and 1617 John F Kennedy Blvd in Philadelphia including:
 - Process to apply and register for Unemployment Compensation.
 - Not allowing for combined services of resume building program and job coaching programs/modules.
 - CareerLink staff
- Mr. Michael White provided updates from the Bureau of Workforce Development Administration
 - Continue to work with OVR and receive reports on the ADA reviews of CareerLink facilities
 - Received approval for LWDB funds to be used for accessibility services, assistive technology, and OVR services at CareerLink facilities.

Adjourn

MOTION was made by Mr. Andrew Pennington adjourn. Ms. Kara Donatucci Pham seconded the motion. The meeting was adjourned.