



Pennsylvania Rehabilitation Council (PaRC)

55 Utley Drive, Camp Hill, PA 17011

Voice: (717) 975-2004 or (888) 250-5175 TTY: (717) 737-0158 Fax: (888) 524-9282

Email: parc@parehabilitationcouncil.org Website: parehabilitationcouncil.org

CareerLink / WIOA Committee Meeting Minutes for November 20, 2024, from 1:00 PM to 2:00 PM

Members Present (P)

Andrew Pennington (P)
Kara Donatucci Pham (P)
Julia Barol (NP)

Not Present (NP)

Joan Goodman (P)
Twana Jones (P)
William Paz De Melo (NP)

Lynn Heitz (NP)
Passle Helminski (P)

Office of Vocational Rehabilitation (OVR) Staff Present: Chris Harbert, Rob Hodapp, James Whitonis

State Workforce Development Staff Present: Christopher Manlove

PaRC Support Personnel Present: Christopher Todd, Michelle Gerrick

CALL TO ORDER

This meeting was conducted through Zoom. Mr. Andrew Pennington called the meeting to order at 1:00 PM

ADDITIONS TO THE AGENDA

Mr. Andrew Pennington recommended an addition to the agenda to discuss Workforce Development Board Barrier Remediation Committee recommendations regarding Competitive Integrated Employment and 14(c) Certificate Facilities.

APPROVAL OF AGENDA AND PAST MINUTES

MOTION was made by Ms. Passle Helminski to approve the agenda with additions and past meeting minutes. Ms. Joan Goodman seconded the motion. All were in favor.

Agenda Items

**Progress of the Workforce Coalition / Developmental Disabilities Council / Temple Institute on Disabilities Grant
Trainings, Conferences, Presenters, Mentor Networks, etc.**

- This update was tabled until the next Committee meeting.

PA Workforce Development Updates

- Attendees held discussion on the Workforce Development Board (WDB) Barrier Remediation Committee's 5 recommendations on removing barriers to employment for individuals with a disability, including exploring ways to bolster and elevate competitive integrated employment (CIE). The WDB Briefing book and extracted recommendations from the November 19th WDB meeting were shared with the Committee during today's meeting. Mr. Chris Harbert reported that this information will be shared with OVR stakeholder groups and that it is PA Department of Labor and Industry's goal to align with and support the 5 recommendations. The recommendations will also be reviewed and discussed during the December 19, 2024, State Board of VR meeting.
- Mr. Andrew Pennington requested that the next meeting's agenda include further discussion of the Workforce Development Board Barrier Remediation Committee recommendations regarding Competitive Integrated Employment and 14(c) Certificate Facilities.
- Mr. Christopher Manlove provided updates from the PA Workforce Development including grants, apprenticeship programs, funding and initiatives, training series, and Workforce Innovation and Opportunity Act (WIOA) plan policy.
- Mr. Andrew Pennington explained there was extensive conversation about the CareerLinks website and accessibility during the WDB meeting and requested any updates be provided during the next Committee meeting if available. Members discussed the importance of on-site CareerLink accessibility.
- Members inquired in regard to accessibility, if placement of a CareerLink facility takes into consideration access to public transportation or paratransit. CareerLink facility placement and accessibility to public transportation is a consideration but it is not clear if that is part of the accessibility monitoring. Members requested follow up on this inquiry.

Office of Vocational Rehabilitation (OVR) Updates

Continued discussion: Office of Federal Contracts Compliance Program (OFCCP) job data and entities

- Mr. Rob Hodapp reported that about 1 in 4 businesses are Federal contractors or subcontractors and are required to be in compliance with the Federal Contracts Compliance Programs requirement to onboard 7% of people with disabilities. Requirements for Section 503 of the Rehab Act also apply to the hiring of protected Veterans. OVR, CareerLink, and other online resources provide the opportunity to post jobs for Federal Contractors and allow for job seekers to post resumes. Information on the talent acquisitions portal was also provided. These resources can be used by VR counselors and others to search or target jobs and provide connections with employers for people with disabilities and federal contractors.
- Ms. Joan Myers Goodman inquired about the availability for tracking of OFCCP job

data for employers. Mr. Christopher Manlove reported that the CareerLink system website is the front-end of the Commonwealth Workforce Development System (CWDS) and the back end of that system does have the ability to create ad hoc reports, employers do not have access to run reports, the system has only been used for Commonwealth purposes, and will investigate if they can find a way to provide reports that may be helpful to employers.

Updates on Accessibility of CareerLink Locations, Affiliate Sites and CareerLink Services

ADA Comprehensive CareerLink Assessments Implementation of Assistive Technology (AT) CareerLink Staff Trainings

- Mr. Rob Hodapp reported that all ADA Comprehensive CareerLink assessments have been completed and many staff have been trained to use the accessibility assessment kits. OVR continues to assist at the request of CareerLink staff with the annual accessibility reviews. Assistive Technology has been updated across CareerLink sites and software updates continue to be completed as needed. CareerLink staff trainings such as Disability 101 are completed regularly upon request. Members requested a schedule of the CareerLink trainings. Mr. Hodapp reported that each District Office completes trainings at different times annually and as needed for new staff.
- Members inquired about website accessibility and accessible contact information being implemented for local CareerLink affiliates and local Workforce Development Boards. Mr. Manlove reported that Workforce Development is in the process of developing the new common identifier policy which is the CareerLink logo. They are working with trademark attorneys and the new policy will include requirements associated with the use of that logo. Guidelines and requirements will explain conditions that must be met for these local Workforce Development websites including accessibility standards that meet the Commonwealth's requirements.
- Ms. Myers Goodman suggested more outreach efforts locally for OFCCP contractors such as career fairs and to look more closely at large search engines such as Indeed to mirror their updated features. Ms. Kara Donatucci Pham suggested the use of recruiters from a large company to assist with the development of an updated system.

Adjourn

MOTION was made by Ms. Helminski to adjourn. Ms. Myers Goodman seconded the motion. The meeting was adjourned.