

Proof of Publication of Notice in Reading Eagle

Appendix A

Under Act No. 587, Approved May 16, 1929.

Commonwealth of Pennsylvania, }
County of Berks } ss:

David Geschwindt, Assistant Secretary, READING EAGLE COMPANY, of the County and Commonwealth aforesaid, being duly sworn, deposes and says that the READING EAGLE established January 28, 1868 is a newspaper of general circulation published at 345 Penn Street, City of Reading, County and State aforesaid, and that the printed notice or publication attached hereto is exactly the same as printed and published in the regular edition and issues of the said READING EAGLE on the following dates, viz.:

Reading Eagle Monday, August 10, 2009, A.D.

Effective July 1, 2002 Reading Times Ceased Publication. The Reading Eagle will be a daily morning and Sunday edition.

Affiant further deposes that this person is duly authorized by READING EAGLE COMPANY, a corporation, publisher of said READING EAGLE, a newspaper of general circulation, to verify the foregoing statement under oath, and affiant is not interested in the subject matter of the aforesaid notice or advertisement, and that all allegations in the foregoing statements as to time, place, character of publication are true.

Copy of Notice or Publication

David Geschwindt

David Geschwindt

Sworn to and subscribed before me this 10th day of August, 2009

Beverly J. Boyer

Notary

Statement of Advertising Costs

program year 2009

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
BEVERLY J. BOYER, NOTARY PUBLIC
CITY OF READING, BERKS COUNTY
MY COMMISSION EXPIRES JUNE 7, 2011
Member, Pennsylvania Association of Notaries

BERKS COUNTY WORKFORCE BRD
MICHELLE BRAUN
501 CRESCENT AVENUE.
READING, PA 19605

To READING EAGLE, DR.:

For publishing the notice or publication attached hereto on the above stated dates	\$126.70
Probating same	\$5.00
Total	\$131.70

Publisher's Receipt for Advertising Costs

The READING EAGLE COMPANY, publisher of the READING EAGLE, a newspaper of general circulation, hereby acknowledges receipt of the aforesaid notice and publication costs and certifies the same have been duly paid.

READING EAGLE COMPANY, a Corporation

By

Public Notice

The Berks County Workforce Investment Board (WIB) is in the process of developing a Program Year 2009 Workforce Investment Act (WIA) Title I Local Plan Modification. As required, the document must be available for public comment and the WIB is complying by giving any interested parties several ways to access the draft plan.

- The plan may be reviewed at the Berks County Workforce Investment Board offices at the PA CareerLink - Berks County, 501 Crescent Avenue, Reading, PA 19605-3050 beginning on August 10, 2009 for a period of 30 calendar days. Normal office hours are 8:00 a.m. through 5:00 p.m., Monday to Friday.
- Additional information and/or a copy of the draft plan can be obtained by calling 610-988-1360 or by going to www.bccl.org and clicking on the link to Berks County WIB.

Plan Review Comments

The following comments were received from WIB members:

- Work into the Plan Narrative some description of Berks County's success in achieving Workforce Investment Act Performance Measures.
- The estimate that restructuring due to D & E Communications acquisition by Windstream would occur early in 2010 should be changed to indicate that all of that process will likely occur during calendar year 2009.
- The statement that the net "outflow" of workforce migration from Berks County to surrounding areas is in excess of 11,000 should indicate the figures from which that is derived, i.e. "outflow-"inflow" numbers.
- It is important to include the issue of financial resources, especially for training services and especially after Recovery Act funding is no longer available. It will be important to the WIB, to Educational and Training providers, and other contractors and service providers.

All of these comments have been incorporated into the plan submission. No other comments, except those of State reviewers, were received.

Link to August 25, 2009 BCTV Show

“An Electronic Town Meeting”
on
The Berks County Workforce Investment Board’s (WIB)
2009 Local Plan Modification

<http://www.bctv.org/WatchArchive.aspx?id=1909>

Pennsylvania ***CareerLink***

BERKS COUNTY

www.cwds.state.pa.us

August 25, 2009

An "Electronic Town Meeting"
on
the Berks County Workforce Investment Board's (WIB)
2009 Local Plan Modification

Your Opportunity to Provide Comments

Moderator

Ed McCann
Berks County Workforce Investment Board

6:00 – 6:30 p.m.
Berks Community Television (BCTV)
645 Penn Street
Reading, PA 19601

The County of Berks, PA CareerLink Official Site - Windows Internet Explorer

http://www.bccl.org/careerlink/site/default.asp

GOVERNMENT OF THE COUNTY OF BERKS PENNSYLVANIA

Map & Directions Berks County PA Government Home

Pennsylvania CareerLink ~ Berks County

CAREERLINK

- About CareerLink
- Job Seeker Services
- Business Services
- Workshops, Events & Recruitment List
- Youth Services
- Berks County WIB
- Links
- Directions to CareerLink
- Español

Contact: Pennsylvania CareerLink ~ Berks County
501 Crescent Avenue
Reading, PA 19608

Hours: Monday, Tuesday 8:30 - 4:30
Wednesday 10:30 - 4:30
Thursday, Friday 8:30 - 4:30

Phone/Fax: Job Seeker Services: 610.988.1300
Business Services: 610.988.1313
Administrative Office: 610.988.1310
Administrative Fax: 610.988.1301

Email: info@bccl.org

Click [here](#) to create a resume and search for jobs.

**WorkKeys Career Readiness Certificate...
...proof of REAL SKILLS**

- PDF WorkKeys Career Readiness Certificate Information for Job Seekers
- PDF WorkKeys Career Readiness Certificate Information for Businesses
- PDF These Employers Value WorkKeys
- PDF Accessing Training Funds Quick Facts

2009 High Priority Occupations

Auxiliary aids and services available upon request to individuals with disabilities.
Language assistance services are available free of cost.
Equal Opportunity Employer Program

Home | Feedback | PA State Government | Site Map | View as Text Only |

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Subscribe or Update your eAlerts



Berks CareerLink: WIB Intro - Windows Internet Explorer

http://www.bccl.org/careerlink/careerlink/wib/intro.aspx?cid=493048&careerlink=1

GOVERNMENT OF THE COUNTY OF BERKS PENNSYLVANIA

Map & Directions Berks County PA Government Home

Berks County Workforce Investment Board (WIB)

Statement of Purpose

The purpose of the Berks County Workforce Investment Board (WIB) is to identify the long-term, strategic workforce development needs of the community; propose strategies to meet those needs; set priorities; build partnerships to align resources in support of those strategies; test specific initiatives to advance those ends; and measure and evaluate results.

Declaración del Propósito

El propósito del Berks County Workforce Investment Board (WIB) es identificar las necesidades de largo plazo, estrategias al desarrollo de la fuerza laboral de la comunidad; proponer estrategias para satisfacer esas necesidades; fijar prioridades; construir asociaciones para alinear recursos en apoyo de esas estrategias; examinar las iniciativas específicas para avanzar esos fines; y medir y evaluar los resultados.

Requests for Proposals

Current Sub-Contractors

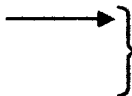
Wall Street West

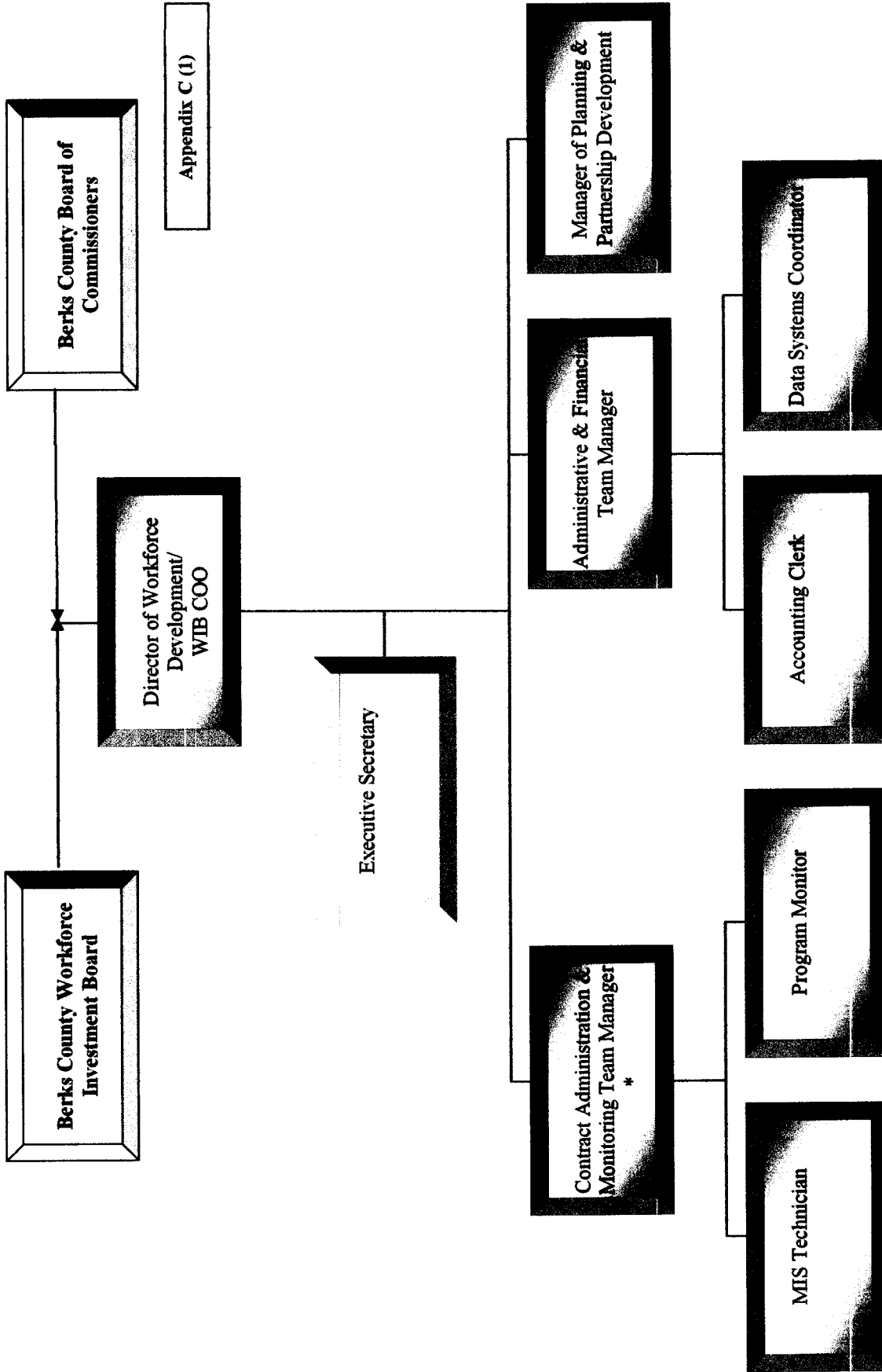
Career Gates

- PDF 2009 WIA Local Plan Modification
- PDF Appendices
- PDF Attachments

Comments should be addressed to:

Ed McCann, COO
Berks County Workforce Investment Board (WIB)
501 Crescent Avenue
Reading, PA 19605-3050
emccann@bccl.org



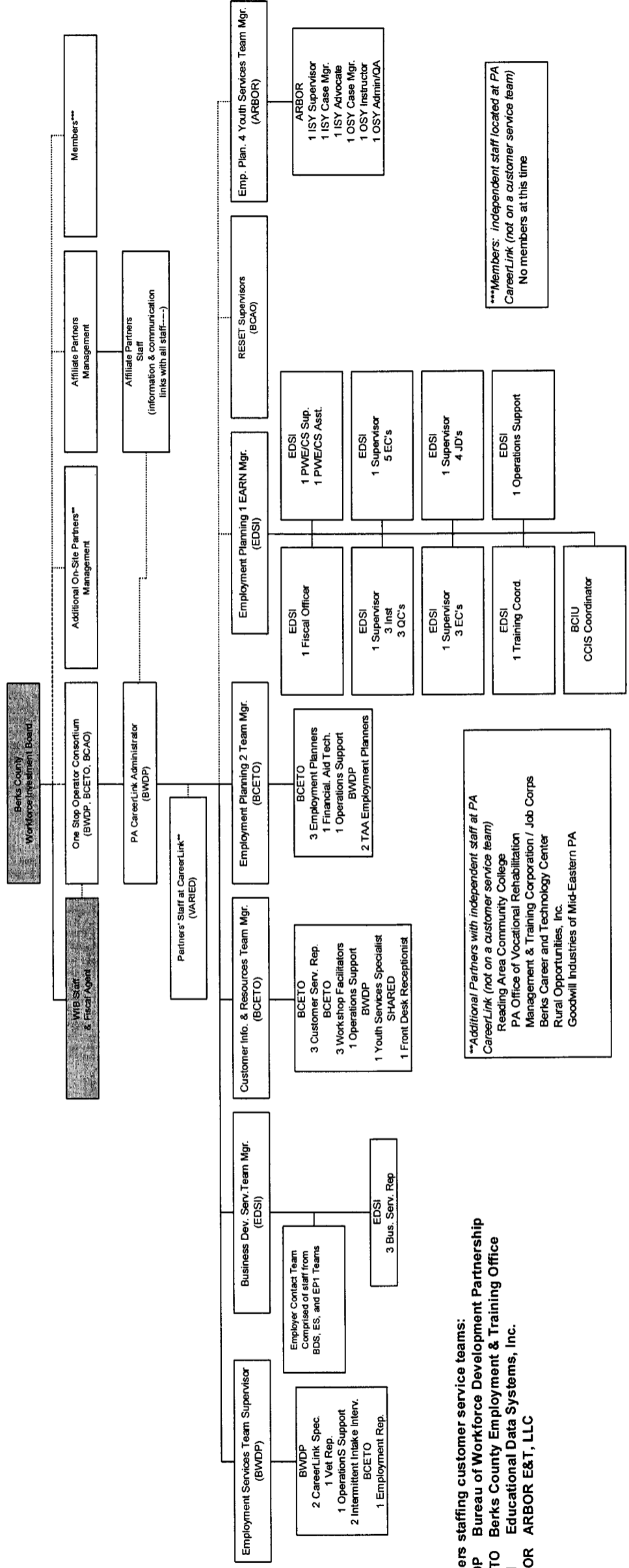


Appendix C (1)

**Berks County Workforce Investment Area
Board Staffing Structure
August, 2009**

LEGEND
 Direct operational report
 Consultation and communication
 *The Contract Administration & Monitoring Team Manager also functions as the EEO Officer.

Pennsylvania CareerLink ~ Berks County Integration/Organization Chart (10/09)



Partners staffing customer service teams:
 BWDP Bureau of Workforce Development Partnership
 BCETO Berks County Employment & Training Office
 EDSI Educational Data Systems, Inc.
 ARBOR ARBOR E&T, LLC

*****Additional Partners with independent staff at PA CareerLink (not on a customer service team)**
 Reading Area Community College
 PA Office of Vocational Rehabilitation Management & Training Corporation / Job Corps
 Berks Career and Technology Center
 Rural Opportunities, Inc.
 Goodwill Industries of Mid-Eastern PA

******Members: independent staff located at PA CareerLink (not on a customer service team)**
 No members at this time

**Berks County Workforce Investment Board
(WIB)**

and

PA CareerLink ~ Berks County One-Stop Partners

LWIB/One-Stop Partners Agreement

July 1, 2006 to June 30, 2011

*The Agreement with original signatures is maintained in the
Local WIB office and is available for review upon request.*

1. Purpose

- a. The purpose of this Agreement is to describe in a general way the structure and relationship between and among the Berks County Workforce Investment Board, the PA CareerLink Operator for the Berks County Workforce Investment Area and the various other partners in the PA CareerLink ~ Berks County.
- b. The PA CareerLink Berks County Partnership has as its goal the creation and maintenance of an environment which is conducive to the optimization of the One Stop principles of Universal Access, Integration of Services, Customer Choice and Accessibility in order to deliver the highest possible level of service to its employer and job seeker customers in a manner where restrictions of funding source or programmatic policies are, to the maximum extent possible, transparent to the customers.
- c. The parties to this Agreement agree that the benefits accruing to the Partners in the PA CareerLink include but are not limited to:
 - (1) Identification as part of a community partnership which has increasing recognition and credibility with the business community and which has been recognized by the PA CareerLink Quality Review process as one of the quality One Stops in the State
 - (2) A fully ADA compliant facility
 - (3) Economies of scale to better serve their customers through access to a wide variety of other partners' programs and services
 - (4) Shared and common resources including a Career Resource Room, the PA CareerLink Web site, events such as Job Fairs and other community functions
 - (5) Common advertising and marketing
 - (6) Access to PA CareerLink professional staff development opportunities provided by the WIB
 - (7) A role in shaping service delivery and customer flow
- d. The services Partners are provided and those which they provide are enumerated in the Resource Sharing Agreement and the One Stop Service Plan.

2. Partner Responsibilities

- a. Each Partner must make available to customers the core services that are integral to that Partner's programs, and participate in the operation of the One Stop system

consistent with the terms of this Agreement and the requirements of the authorizing laws.

- b. We have attached as Appendix A a matrix showing the current Investor and Contributor partners in the PA CareerLink ~ Berks County, the basis of their obligation of shared PA CareerLink costs, the number and full-time equivalent employees they provide, the funding streams which support the Partners and the services provided.
- c. While additions of additional Investor Partners are considered a substantial modification of the WIB/One-Stop Operator Agreement subject to approval of the Operator and the WIB and agreement of the Local Elected Official, additions of Contributor or Affiliate level partners has been delegated to the One-Stop Operator.

3. Costs

- a. All partners are in agreement that they will provide for the overall operations of the One Stop system, as detailed in the One-Stop Resource Sharing Agreement (RSA).
- b. The parties also agree that except for such PA CareerLink staff positions as may, from time to time, be identified in the RSA as commonly funded, each party will be responsible individually for the pay and benefits due to its employees assigned to the PA CareerLink.
- c. The parties agree that as specified in the RSA, common and shared costs will be distributed on the basis of Full Time Equivalent Employees (FTEs) and that, as specified in the RSA, the FTE basis established for any partner at the beginning of a budget year shall not be decreased during that year.

4. Referrals

- a. Within the context of partners who have assigned their staff to PA CareerLink integrated Functional Teams, the process is more of a question of managing customer flow to functions than it is of referrals between separate organizations.
- b. Whether for these partners or for those Affiliate partners who do not provide services in the PA CareerLink, the parties will ensure that all customers are made aware of, and where appropriate made eligible for, all programs and services which could be beneficial and for which they can qualify.
- c. The customer flow and referral system will be detailed in the One-Stop Service Plan and through policies and procedures established by the Operator.

5. Terms of the Agreement

- a. The terms of this Agreement shall become effective July 1, 2006, superceding any previous and similar agreements, and shall remain in force until it terminates on June 30, 2011.
- b. The Agreement may be terminated by repeal or expiration of the Workforce Investment Act of 1998 without the enactment of successor legislation, or by other action of law, or by action of the WIB given ninety (90) calendar days advance notice in writing to the Operator and all partners. Such action by the WIB may be withy or without cause. Cause may include, but is not limited to:
 - (1) Failure on the part of the Partners to meet required performance standards
 - (2) Failure on the part of the Partners to comply with substantive provisions of the Agreement
 - (3) Changes in the level of funding available to one or more of the partners sufficient to impair the financial viability of the Agreement
- c. Any Partner signatory to the Agreement may withdraw by giving the WIB and Operator written notice of intent at least ninety (90) calendar days in advance of the effective withdrawal date. Should any individual partner withdraw, the Agreement shall remain in force and in effect with respect to the remaining partners.
- d. For purposes of equity and to allow predictability in budget planning, withdrawal of a partner shall not relieve the partners of the obligation to continue to support the PA CareerLink Budget through the remainder of the current budget year on the basis calculated on the number of Full-Time Equivalent employees projected in the Resource Sharing Agreement at the beginning of the budget year.

6. Modifications

- a. This Agreement may be modified through mutual consent of the WIB, Operator and a majority of Partners, given thirty (30) days advance notice in writing, except as provided elsewhere with respect to termination or withdrawal of a partner.
- b. The parties to the Agreement delegate to the Operators the authority to act for the Partners in the execution of minor modifications, as so designated by the WIB.
- c. Any modifications to the Agreement must, to be valid, be in writing, signed, dated by the parties, with the effective date noted, and appended to the original Agreement.
- d. If any art of this Agreement is, for any reason, later found to be invalid, the effectiveness of the remainder of the Agreement shall not be impaired.

7. Governance

- a. The WIB, with the agreement of the Local Elected Official, has designated as Operator, a consortium constituted, at the time of original execution of this Agreement, of the Pennsylvania Department of Labor and Industry, acting through its Bureau of Workforce Development Partnership (BWDP) and the County of Berks, acting through the Operations staff of the Berks County Employment and Training Office.
- b. The parties to the Agreement remain open to expansion of the Operator Consortium should additional Partner organizations later meet the criteria set by the WIB and Operator for designation of "Investor Partners". These criteria include at a minimum:
 - (1) Stationing at the PA CareerLink Center on a regular basis no fewer than 6 Full Time Equivalent staff members (or subcontractor staff members) who are paid with funds which are in addition to those already available to the WIB.
 - (2) Publicly representing and marketing all services provided through the PA CareerLink as PA CareerLink services, rather than those of the individual partner organizations.
 - (3) Integrating their PA CareerLink staff, to the maximum extent possible, into the PA CareerLink functional team structure.
- c. In addition, the following additional criteria shall be applicable:
 - (1) Admission of the additional Investor Partner would be consistent with and advance the PA CareerLink's mission.
 - (2) It is reasonably expected that the addition will form part of the PA CareerLink's basic infrastructure, i.e. that the services they bring to the PA CareerLink will continue over a reasonably long period of time at similar or higher levels, rather than as short-term "program staff" supported by more transitory funds.
 - (3) The addition can be accommodated into facility plans.
 - (4) The additional staff will be integrated into PA CareerLink Teams.
 - (5) The partner will make proportionate contributions to the Resource Sharing Agreement.
- d. Each Investor Partner member who becomes a member of the Operator Consortium shall appoint one of its representatives to the Management Council of the

Operator. The Consortium members (or Managing Partners) shall designate one of their members to serve as Chair of the Management Council. The Chair of the Management Council has been given considerable discretion to act for the Council as a whole. At the same time, the Council shall meet at frequent intervals with well-developed agendas and issues brought by the PA CareerLink Administrator to facilitate effective decision-making. A "consensus model" of decision-making will be used which does not require votes or even unanimously. It does, however, prohibit decisions which one or more Managing Partners "can't live with",

- e. Strategizing planning and direction; policy development and analysis; oversight, monitoring and evaluation of workforce development activities shall be the responsibility of the WIB. Management of the PA CareerLink shall be the responsibility of the Operator, acting through the PA CareerLink Administrator who reports to the Operator. The WIB shall serve as Fiscal Agent for the Grant Recipient and the PA CareerLink.
- f. When fulfilling services for the One Stop system, all partners are under the functional direction of the PA CareerLink Administrator. Those partners who may be co-located but not providing services through the One-Stop system are not under the functional supervision of the PA CareerLink Administrator. At the time that a co-located partner begins to provide One-Stop services, co-located staff fall under the functional direction of the PA CareerLink Administrator, in accordance with the formal PA CareerLink Administrator Job Description.
- g. The Management Council and/or the functional direction of the PA CareerLink Administrator does not supercede a partner organization's personnel or labor relations policy. For example, all pay and benefits will remain as dictated by those organizational policies. All discipline, performance appraisal and similar issues will be handled by an employee's organizational manager or supervisor, except as that might be specifically otherwise delegated. All requests for leave will be handled by an employee's organizational manager or supervisor, in coordination with the functional Team Manager, again except as otherwise specifically delegated. All partners retain exclusive authority to supervise and manage their employees, conduct any investigation and administer any discipline to its employees.
- h. The larger organizational structure of the PA CareerLink ~ Berks County is as shown below.

(1) One-Stop Operator

This group is comprised of representatives of organizations who have invested a minimum of 6 individuals in the Center and met the other criteria in b. and c. above. Typical responsibilities include: establishment of vision/mission/values, forging and maintaining relationships with other partners and stakeholders, setting standards for performance measures, service outcomes, customer satisfaction, market share, staff configuration,

operating hours, policies, information sharing, equal opportunity, purchasing/procurement of common materials/supplies, budget management. This group meets monthly, and the Chair of the Operator consortium is responsible for meeting agendas and minutes.

The One-Stop Operator does not supersede any partner organization's personnel or labor relations policies. For example, all pay and benefits will remain dictated by those organizational policies. All partners retain exclusive authority to supervise and manage their employees, conduct any investigation, and administer any discipline to its employees. Unless otherwise noted below, all performance appraisals and requests for leave are the responsibility of the employing agency, after coordination with the functional Team Manager.

(2) Community Support Network

This group will be implemented in the second year of the One Stop Service Plan. It will be comprised of representatives of stakeholder organizations that provide services and/or support the initiatives of the one-stop system. Membership in this group will be determined by the WIB in consultation with the One Stop Operator. It will function to promote the system, seek resources, and identify needs of the community. This group will meet with the Operator every other month. The Chair of the Operator will be responsible for meeting agendas and minutes.

(3) Center Management

The center's day-to-day management team is comprised of the PA CareerLink Administrator and the Team Managers. This management team meets two times a month. Typical responsibilities include: development of the One-Stop Services Plan, conducted the PA CareerLink Quality Review Self-Assessment, common outreach and public relations, integration and the coordination of services, working processes and procedures, information sharing, staff development, budget management, meeting organizational measures of success. The PA CareerLink Administrator is responsible for team meeting agendas and meeting notes.

The Center Integration Chart (Appendix B) indicates how partner employees and their programs are organized within the center and the lines of functional supervision and authority. Functional supervisors make work assignments and direct the work of all staff on their teams. In the case of County of Berks employees, their functional supervisors also sign leave requests and conduct annual performance reviews.

8. Reporting

The Operator will provide the WIB on at least a quarterly basis, the best available outcome/output measurements which can be retrieved from the PA CareerLink data system

and/or from the internet reporting mechanisms used by the individuals partners or from the PrimeWorks data base which the WIB funded.

The WIB will also remain in close consultation with the partners through the Operator and PA CareerLink Administrator in order to identify and format market information and industry reports.

The parties will also develop and append to the LWIB/One-Stop Operator Agreement negotiable performance and outcome/output measures to be arrived at by joint consultation and decision making and will continue to strive not only for improvements in the defined measures themselves but also in the levels of performance attainment.

9. Impasse Resolution

- a. It is central to the intent and purpose of this Agreement that the parties will make every effort to maintain a positive working relationship, keep each party fully informed, and engage in ongoing dialogue and consultation in order to avoid disagreements, minimize the impact of any which may arise and resolve them collegially.
- b. Disagreements which reach an apparent impasse will be handled as follows:
 - (1) If between the Operator and Partners, the first step shall be mediation by the WIB's COO. If that is not successful, the second step shall be mediation by an individual appointed by the PA CareerLink Oversight Committee of the WIB, whose decision shall be final.
 - (2) If among or between Partners the first step shall be mediation by the PA CareerLink Administrator. If that is not successful, the second step shall be mediation by an individual appointed by the Operator, whose decision shall be final.

10. Compliance Documents

- a. The partners to this Agreement agree to comply with all relevant Federal or State laws, regulations and binding policy issuance as current at the time of execution or as later validly executed and promulgated. The official publication of said documents shall be deemed to be sufficient notice thereof.
- b. All parties to this Agreement will abide by Federal or State grant requirements including but not limited to nondiscrimination, accessibility, the Federal Lobbying Act, Federal or State Debarment, in accordance with guidelines developed and distributed by the PA Department of Labor and Industry.
- c. The parties to this Agreement further agree to comply with and honor the following referenced documents:

- (1) The Workforce Investment Act of 1998 or successive legislation as it may be amended, and the appurtenant Federal regulations.
- (2) The Commonwealth of PA State Operational Plan and related PA Career-Link Policy and Procedures.
- (3) The WIB Strategic and Operational Plan
- (4) Any relevant WIB Policies as they may be promulgated
- (5) The One-Stop Services Plan and Resource Sharing Agreements

11. Other Provisions

- a. The WIB will provide the Operator, through the personal agency of the PA CareerLink Administrator, and to such other staff of PA CareerLink Partners as may be identified, agreed to, and found to have legitimate reason for access, the ability to access data provided through the Center for Workforce Information and Analysis, including employer name and address files and information derived from the Regional Data Access Tool (RDAT), upon execution of the required Data Sharing Agreement documents.
- b. The WIB will also provide, from time to time as requested by the PA CareerLink Administrator, briefing for PA CareerLink staff on WIB priorities, key strategies, regional initiatives, policy development and other matters which might be of interest to staff and/or contribute to their better understanding of workforce development.

12. Authority and Signatories

The individuals signing have the authority to commit their respective organizations to the terms of this Agreement and do so by signature below.

This Agreement may be executed in one or more counterparts, should that at any time be more convenient to the signatories, and the originals of which when taken together and bearing the signature of all parties to the agreement, shall constitute one and the same Agreement.

Without regard to the date of signatures below, the parties agree the effective date of this Agreement is July 1, 2006.

Appendix A

Pennsylvania CareerLink ~ Berks County Partners

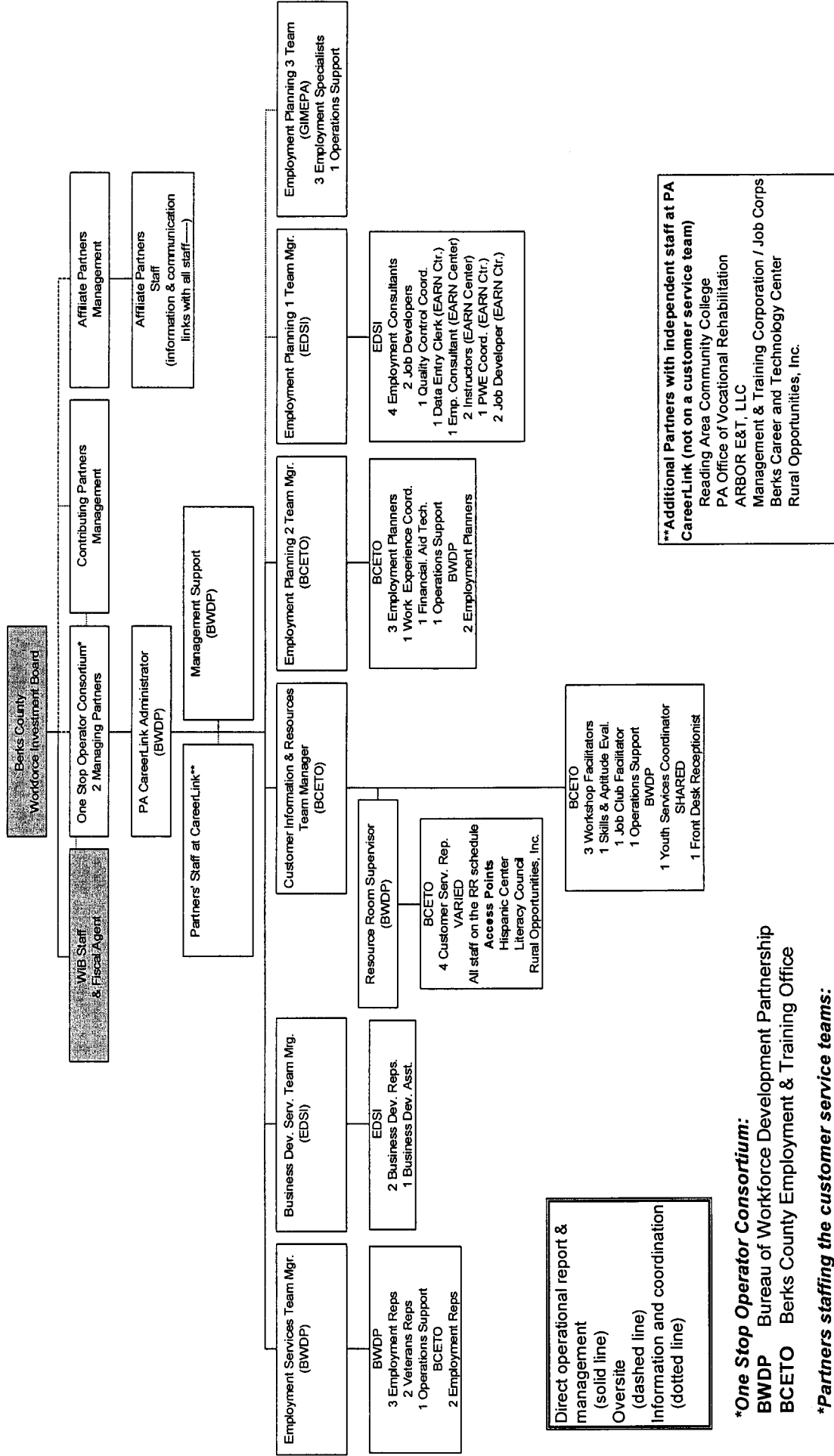
July 2006

Partner	Staff Participation	Financial Contribution	Other Contributions	Services Provided
PA Department of Labor and Industry, Bureau of Workforce Partnership	14 full-time equivalent employees	Pro-rata share, as shown on Resource Sharing Agreement		<ul style="list-style-type: none"> • Applicant screening and referral • Maintenance of employer relationships • Recruitments and Job Fairs • Specialized services for Veterans • Assessment and referral to training providers • Training • Job relocation
County of Berks, Employment and Training Office	16 full-time equivalent employees	Pro-rata share, as shown on Resource Sharing Agreement		<ul style="list-style-type: none"> • Core information sessions • Formalized assessments/tests • Intensive Job Search • Individual Training Accounts • On-the-Job Training • Work experience and job placement of older workers
Goodwill Industries of Mid-Eastern PA	4 full-time equivalent employees	Pro-rata share, as shown on Resource Sharing Agreement		<ul style="list-style-type: none"> • Job placement • Job coaching • Benefits counseling
Educational Data Systems, Inc.	13 full-time equivalent employees	Pro-rata share, as shown on Resource Sharing Agreement		<p>Business Development (WIA)</p> <ul style="list-style-type: none"> • Job task analysis • Marketing CareerLink products and services • Develop and maintain long-term business customer relationships • Obtain and report business/industry intelligence and real-time labor market information • Research on industry trends <p>Employment & Training Programs (DPW)</p> <ul style="list-style-type: none"> • Job development and placement • Intensive workshops

Partner	Staff Participation	Financial Contribution	Other Contributions	Services Provided
Reading Area Community College	1 full-time equivalent employee	Pro-rata share, as shown on Resource Sharing Agreement	Furnishings for RACC staff	<ul style="list-style-type: none"> • Job retention • Work experience • Access to CJT application process • Access to all credit & non-credit courses • Entrance and placement assessment & testing • Access to eligible vendor training • Access to information on video conferencing & multi-media communications • Access to scholarship financial aid • Portfolio for college credit • Access to Adult Basic Education and Literacy, ESL Programs • Access to Adult Perkins Act Programs
Office of Vocational Rehabilitation	1 full-time equivalency on a rotating staff basis	Pro-rata share as shown on the Resource Sharing Agreement		<ul style="list-style-type: none"> • Workforce development services to individuals with disabilities • Payment of some skill training costs (classroom & CST) • Case management and employment planning • Evaluation for disability • Career guidance • Tax credit eligibility • Access to equipment loans & grants • Technical assistance on ADA • Information and assistance on special needs students
Rural Opportunities, Inc.	1 full-time equivalency, 1 day per week	Pro-rata share as shown on the Resource Sharing Agreement		<ul style="list-style-type: none"> • Access to migrant & seasonal farm worker services, on a full range • Access to job readiness, job search, job placement services for special populations • Access Point
ARBOR, Inc.	1 full-time	Pro-rata share as		Workforce Investment Act Title I Youth

Partner	Staff Participation	Financial Contribution	Other Contributions	Services Provided
	equivalency, 1 day per week	shown on the Resource Sharing Agreement		<ul style="list-style-type: none"> • Job readiness, job search, job placement services
Management and Training Corporation (RRJC)	1 full-time equivalent	Pro-rata share as shown on the Resource Sharing Agreement		<ul style="list-style-type: none"> • Job development and placement of Job Corps graduates
Berks Career and Technology Center	1 full-time equivalency, 2 days per week	Pro-rata share as shown on the Resource Sharing Agreement		<ul style="list-style-type: none"> • Access to training services • Information to employers
Bureau of Unemployment Compensation	NA	Rent payment for square footage	Computer	<ul style="list-style-type: none"> • Unemployment Compensation

Pennsylvania CareerLink ~ Berks County Integration/Organization Chart (July 2006)



Direct operational report & management (solid line)
 Oversight (dashed line)
 Information and coordination (dotted line)

***One Stop Operator Consortium:**

- BWDP Bureau of Workforce Development Partnership
- BCETO Berks County Employment & Training Office

***Partners staffing the customer service teams:**

- BWDP Bureau of Workforce Development Partnership
- BCETO Berks County Employment & Training Office
- EDSI Educational Data Systems, Inc.
- GIMEPA Goodwill Industries of Mid-Eastern PA

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 Rural Opportunities, Inc.

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

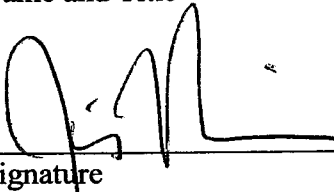
**LWIB/One-Stop Partners Agreement
Signature Sheet**

I acknowledge that I have received a complete copy of the LWIB/One-Stop Partners Agreement dated July 1, 2006 and agree to the Terms of the Agreement.

I certify that I have the authority to commit the named organization to the terms of the Agreement.

**PA Department of Labor and Industry,
Bureau of Workforce Development Partnership**

Jim Nichols ASST. REG. DIR BWOP
Name and Title


Signature

7/27/06
Date

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

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Signature Sheet**

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I certify that I have the authority to commit the named organization to the terms of the Agreement.

Berks County Workforce Investment Board

Edward J. McCann
Chief Operating Officer

Name and Title

Signature

July 27, 2006

Date

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

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Signature Sheet**

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I certify that I have the authority to commit the named organization to the terms of the Agreement.

**County of Berks,
Employment and Training Office**

PATRICIA M. MURR, TEAM MANAGER
Name and Title

Patricia M. Murr
Signature

8/10/06
Date

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

**LWIB/One-Stop Partners Agreement
Signature Sheet**

I acknowledge that I have received a complete copy of the LWIB/One-Stop Partners Agreement dated July 1, 2006 and agree to the Terms of the Agreement.

I certify that I have the authority to commit the named organization to the terms of the Agreement.

Goodwill Industries of Mid-Eastern PA

M. CATHERINE SHEARER VP WORKFORCE DEVELOPMENT
Name and Title

M. Catherine Shearer

Signature

08/09/06

Date

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

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Educational Data Systems, Inc.

W. Robert Schnieders, President
Name and Title


Signature

July 27, 2006
Date

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and
PA CareerLink ~ Berks County One-Stop Partners**

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Reading Area Community College

RICHARD A. KRATZ, PRESIDENT

Name and Title

Richard A. Kratz

Signature

10/29/06

Date

**One-Stop Partner Agreement
Partner Responsibilities and Signature Sheet**

Name of Organization: **Office of Vocational Rehabilitation**

WIA Mandated Program(s) or Non-Mandated Program(s):

Rehabilitation Act of 1973 Programs

County coverage area (list all counties in the LWIA/Berks where services will be provided): **Berks**

Local Contact Person(s) (person(s) to serve on the CareerLink Service Committee):

Janell Shaffer-Yoder

Address: Office of Vocational Rehabilitation, 1090 Commons Blvd., Reading, PA 19605

Phone: 610-916-2316

Email: jshafferyo@state.pa.us

The Workforce Investment Act requires that each mandated One-Stop partner must make available to its customers the Core Services that are integral to that Partner's program and participate in the operation of the Berks One-Stop System consistent with the terms of Berks One-Stop Partner agreement and the requirements of authorizing laws.

1. Describe how your organization will provide its products and/or services within a PA CareerLink site.

Qualified Vocational Rehabilitation Counselors will meet with referrals to determine eligibility for the public vocational rehabilitation program, jointly develop with the customer an Individual Plan for Employment and determine the services necessary to achieve the agreed upon vocational goal.

2. A. Identify each PA CareerLink site where your organization will be: physically located, share the costs of providing Core Services as detailed in the Berks Local Plan and provide integrated staff.

Or

- B. If not physically located in a PA CareerLink site, describe the process that your organization will contribute to providing core services as required by Berks Local Plan (i.e. referral, staff, communications, chartering, performance, etc.).

Qualified Vocational Rehabilitation Counselors under the direct supervision of a Vocational Rehabilitation Supervisor will meet with OVR customers for pre-arranged appointments in the Berks CareerLink. OVR staff coverage is the sole discretion of the OVR District Administrator. OVR will share in the CareerLink costs as allowed under OMB and Department of Education General Administrative Regulations.

I hereby certify that all information is true and accurate to the best of my knowledge.

I acknowledge that I have a complete copy of the OSPA and fully understand that failure to abide by the terms, conditions and provisions of the OSPA will constitute a breach of the agreement.

I certify that I have the authority to commit the named organization to the terms of the Berks One-Stop Partner Agreement.

Print Name and Title

Signature/Date

ADDENDUM TO LWIB ONE STOP PARTNER AGREEMENT

Training for OVR staff will be at the discretion of the local OVR District Administrator/Manager.

OVR staff supervision and direction will be the responsibility of the local OVR District Administrator/Manager.

J. Shaffer-Yoder 10/6/06
District Administrator/ District Manager Date

LWIB Chief Operating Officer Date

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

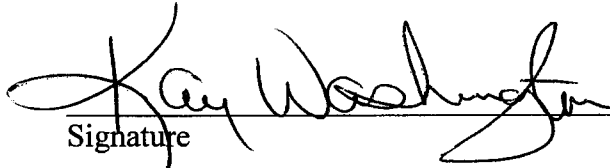
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Rural Opportunities, Inc.

Kay Washington, Senior Executive Director
Name and Title


Signature

10/21/06
Date

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

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ARBOR E & T, LLC

Gabriel Ross, CEO, Arbor Education & Training
Name and Title



Signature

8/1/06

Date

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and
PA CareerLink ~ Berks County One-Stop Partners**

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Management and Training Corporation Job Corps

Joanily Barone Project Director
Name and Title

Joanily Barone
Signature

8/15/06
Date

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

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Berks Career and Technology Center

Lori Zythowicz, Director of
Name and Title Continuing Education

Lori Zythowicz
Signature

8/30/06
Date

**Berks County Workforce Investment Board (WIB)
and
PA CareerLink ~ Berks County One-Stop Partners**

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**PA Department of Labor and Industry,
Office of Unemployment Compensation (UC)
Service Centers**

Alan Robinson – Chief, Customer Services Division
Name and Title

Alan B Robinson
Signature

September 28, 2006
Date

**Berks County Workforce Investment Board
(WIB)
Individual Training Account (ITA) Policy**

- It is the policy of the Berks County Workforce Investment Board to concentrate its training resources on key industry clusters and on training which prepares people to enter high priority occupations and/or which provides recognized and portable certifications or credentials for higher wage, higher skill jobs offering real opportunities for self-sufficiency.
- The Board, therefore, will relate the amount of its “investment” in Individual Training Accounts (ITAs) to an approximated but reasonably expected wage for the occupations being trained for and multiples of the self-sufficiency wage for the area as determined by the Center for Workforce Information and Analysis. The wage expectation shall be set based on the average experienced level for the occupation and the self-sufficiency wage on rounded figures, according to the table shown below.

Wage Expectation	% of Self-Sufficiency	ITA Cap
Below \$36k	Up to 150%	\$5,000
\$36k to \$50k	Between 150 & 200%	\$8,000
Above \$50k	Over 200%	\$10,000

- The “ITA cap” shall be applied to cover costs of application/registration, tuition costs, lab and similar fees only.
- All training must be completed within 24 months of start of WIA funding for training.
- Customers who intend to apply PELL grants to expenses not covered by ITAs under local policy will have full volition to do so, but they will be encouraged to use any PELL grant funds not so directed to reduce the amount required by WIA.
- The costs of obtaining certifications, permits, and licensures necessary to obtain and/or retain employment in the field for which training was conducted are also covered but do not fall under the maximum payment limitations. In the event that testing is involved in the awarding of a certification, permit, or license, the cost of one “retest” may also be covered if the first attempt was unsuccessful.
- If there are exigent and unusual circumstances which make a compelling case that payments above the maximum payment level or time limits in excess of 24 months are warranted, the relevant policy may be waived and expenses over that level or extensions of training time approved upon presentation of a request in writing which is then approved by both the CareerLink Administrator and Workforce Investment Board Chief Operating Officer. Those decisions are final and not subject to appeal.

Edward J. McCann
Chief Operating Officer
Berks County Workforce Investment Board

Effective: October 1, 2009

Supersedes
June 28, 2004 Policy

Appendix E (2)

**Berks County Workforce Investment Board
(WIB)**

Needs Based/Needs Related Payments

- Customers enrolled and actively participating in training services, who are not receiving any other form of income support payments (e.g. unemployment compensation, cash public assistance, Trade Act payments, etc.), will receive a “per diem” payment of \$50.00 per day for each day of training actually attended.
- These payments are intended to defray, in part, incidental expenses associated with attendance at training (e.g. transportation, parking, lunch, etc.) but not to make whole the customer for the total of those expenses.
- Customers are not required to submit any accounting of how payments were actually used.

Edward J. McCann
Chief Operating Officer
Berks County Workforce Investment Board

Effective: May 1, 2009

**Berks County Workforce Investment Board
(WIB)**

Policy on Self-Sufficiency

Effective December 6, 2002, the Berks County Workforce Investment Board adopted a change in its definition of “Self Sufficiency” for use in determining an employed individual’s qualification for Intensive and Training Services under the Workforce Investment Act (WIA).

Self-Sufficiency wages are of the date cited above defined as an “. . . *individual income of no more than 235% of the Temporary Assistance for Needy Families (TANF) standard, as measured over the 6 months prior to registration . . .*”

This standard conforms to the WIB’s policy on prioritization of training services for Adults under WIA.

Edward J. McCann
Chief Operating Officer
Berks County Workforce Investment Board

Effective: December 2002

**Berks County Workforce Investment Board
(WIB)**

WIA Adult Priority Policy

Receipt of Intensive and Training services delivered with WIA Adult funds is restricted to individuals who meet one or more of the following criteria:

- An individual income of no more than 235% of the TANF standard, as measured over the 6 months prior to registration; or
- Be receiving cash public assistance or food stamps; or
- Be homeless.

Within this context, all provisions relative to priority for Veterans and spouses of Veterans continue to apply.

Edward J. McCann
Chief Operating Officer
Berks County Workforce Investment Board

Effective: October 1, 2009

Ed McCann

From: Arentz, Eliza [earentz@state.pa.us]
Sent: Wednesday, September 09, 2009 1:41 PM
To: 'Ed McCann'
Cc: Murren, Luke; Adamczyk, Patricia; John Moser; Alan Fineman; Legge, Ed
Subject: RE: Berks PY 09 Negotiation

Mr. McCann,

We recognize the current recession has been and will continue to be a critical factor affecting the performance of state and local programs. And we want to thank you for taking the time and effort to review your program year 2009-2010 common measures suggested negotiated values. We have carefully reviewed your request, and using previous data, your justification, and economic forecasts have developed the following decisions:

Adult Entered Employment Rate: You proposed lowering this measure two points below the Commonwealth's suggested level of 84%. And although you have experienced some fluctuation in this performance measure over the past few years, your results have always been well within the 80% range required to meet performance for this measure. However, PA would like to "meet in the middle" and accept a new level of 83%.

Adult 6 Month Average Earnings: Berks' request of \$13,000 has been accepted.

Dislocated Worker 6 Month Average Earnings: We agree that the PY 2008 negotiated level of \$17,325 was set too high considering the changes within your labor market (especially manufacturing) and your performance over the previous two program years. However, we feel that a level of \$15,000 is too low, particularly without knowing how many of your dislocated workers are or have historically been placed into manufacturing establishments. PA would like to offer a target of \$15,250 for this program year.

Please let us know as soon as possible whether you are willing to accept our changes to your requested performance levels for PY 09. If you have any questions, please call. Thank you!

Sincerely,

Eliza Arentz | Performance Analysis Supervisor
Center for Workforce Information & Analysis
PA Department of Labor & Industry
651 Boas St, Room 220 | Harrisburg, PA 17121
Phone: 717.787.0172 | Fax: 717.772.2168
www.paworkstats.state.pa.us

*Auxiliary aids and services are available on request to individuals with disabilities.
Equal Opportunity Employer/Program*

From: Ed McCann [mailto:emccann@bccl.org]
Sent: Friday, August 14, 2009 9:59 AM
To: Eliza Arentz (earentz@state.pa.us)
Cc: Luke Murren (lmurren@state.pa.us); Pat Adamczyk (padamczyk@state.pa.us); John Moser (jwmoser@bccl.org); Alan Fineman (afineman@bccl.org)
Subject: Berks PY 09 Negotiation

9/23/2009

Attached are the PY 2009 Common Measures Performance Negotiation Worksheet for Berks County and a separate "Rationale" statement in a Word document. Please let me know if you need any additional information. Thank you.

Ed McCann, COO
Berks County Workforce Investment Board
501 Crescent Avenue
Reading, PA 19605-3050
610-988-1353
emccann@bccl.org

From: Arentz, Eliza [mailto:earentz@state.pa.us]
Sent: Tuesday, July 28, 2009 11:36 AM
To: Adamczyk, Patricia; Ed McCann; John Moser
Subject:

Pennsylvania recently completed negotiations for the PY 2009 statewide performance levels. As such, it is time to begin the area negotiations. Since this information is a required part of your local WIA plan, we are hoping to complete this process in a somewhat short time frame. We would like all requests to be returned to us by August 7th. Please use your requested levels in your draft local WIA plan due to BWDP by August 10th along with a footnote that the final negotiated levels will be included in the final plan.

The attached file contains performance histories since PY 2006 for your area, the state, and the nation in order to assist you with determining PY 2009 requested levels. It also contains a suggested level of performance determined by analyzing your past and current performance along with expected affects of the current recession on your outcomes. Please use this information along with economic and participant characteristic issues that had an impact on your area during the exiter timeframes being measured for PY 2009. (Entered Employment and Youth Attainment and Youth Placement will use exiters from October 1, 2008 through September 30, 2009, while Employment Retention and Average Earnings will use exiters from April 1, 2008 through March 31, 2008.) Information supporting your request must be specific to the economy of your area and the participants who exited during these timeframes. Please include this justification in a separate Word document.

The completed Excel and Word files should be returned to me, with a copy sent to Luke Murren (lmurren@state.pa.us), no later than COB August 7th. Please feel free to contact either of us with any questions you may have about this process.

Thank you,

Eliza Arentz | Performance Analysis Supervisor
Center for Workforce Information & Analysis
PA Department of Labor & Industry
651 Boas St, Room 220| Harrisburg, PA 17121
Phone: 717.787.0172 | Fax: 717.772.2168
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9/23/2009

PY 2009 Common Measures Performance Negotiation Worksheet

Berks LWIA Historical Performance and Goals

Measures	PY 2006		PY 2007		PY 2008*			PY 2009	
	Actual Level	Negotiated Level	Actual Level	Negotiated Level	1st Quarter	2nd Quarter	3rd Quarter	Suggested Level	Requested Level
Adult EER	83.7	80.0	83.7	84.0	61.5	66.7	73.9	84	82
Adult Retention	88.1	85.0	90.5	89.0	65.4	68.6	75.4	88	88
Adult 6 month Avg Earnings	\$12,418	\$11,000	\$13,920	\$13,000	\$14,951	\$12,765	\$12,179	\$13,250	\$13,000
DW EER	90.0	80.0	82.0	90.0	88.9	84.4	87.3	90	90
DW Retention	87.7	91.0	92.0	91.5	100.0	94.4	91.4	90	90
DW 6 month Avg Earnings	\$15,770	\$15,000	\$13,390	\$16,500	\$14,453	\$13,606	\$13,629	\$15,750	\$15,000
Youth Placement	77.7	65.0	71.5	65.0	63.6	73.7	71.4	67	67
Youth Attnmt of Deg or Cert	97.2	40.0	53.1	64.0	60.0	66.7	74.1	66	66
Youth Literacy/Numeracy	58.3	51.0	54.1	51.0	0.0	0.0	0.0	55	55

* - The quarterly data displayed represents program year-to-date performance.

Pennsylvania Historical Performance and Goals

Measures	PY 2006		PY 2007		PY 2008*			PY 2009	
	Actual Level	Negotiated Level	Actual Level	Negotiated Level	1st Quarter	2nd Quarter	3rd Quarter	Approved Level	Level
Adult EER	76.3	82.5	79.3	84.0	79.4	76.7	76.1	83.0	83.0
Adult Retention	82.6	81.5	82.8	86.0	80.7	80.8	82.0	82.0	82.0
Adult 6 month Avg Earnings	\$12,177	\$12,250	\$12,469	\$13,500	\$11,745	\$11,709	\$11,703	\$12,500	\$12,500
DW EER	81.9	88.5	83.9	90.0	83.1	83.0	83.2	88.0	88.0
DW Retention	89.9	92.0	91.2	92.0	90.1	89.8	90.6	90.0	90.0
DW 6 month Avg Earnings	\$15,142	\$16,250	\$14,925	\$16,250	\$15,429	\$15,059	\$15,176	\$15,750	\$15,750
Youth Placement	56.5	61	60.1	65.0	52.0	50.4	56.9	62.0	62.0
Youth Attnmt of Deg or Cert	75.4	53	61.8	64.0	48.9	47.8	67.0	65.0	65.0
Youth Literacy/Numeracy	46.6	51	45.1	51.0	49.5	46.4	45.0	52.0	52.0

* - The quarterly data displayed represents program year-to-date performance.

National Common Measures Performance and Goals

Measures	PY 2006		PY 2007		PY 2008		PY 2009	
	Average	GPRA	Average	GPRA	Average*	GPRA	Average*	GPRA
Adult EER	70.2	76.0	69.6	71.0	68.0	66.2	64.8	64.8
Adult Retention	82.4	82.0	83.8	83.0	81.0	81.7	80.8	80.8
Adult 6 month Avg Earnings	\$11,870	\$11,000	\$13,575	\$12,045	\$14,346	\$12,862	\$12,597	\$12,597
DW EER	84.0	78.0	72.5	79.0	70.0	71	70.2	70.2
DW Retention	90.0	88.0	87.2	89.0	86.0	84.7	83.9	83.9
DW 6 month Avg Earnings	\$13,800	\$14,265	\$15,188	\$14,410	\$16,090	\$14,888	\$14,773	\$14,773
Youth Placement	43.5	40.0	56.8	45.0	58.0	50.9	48.8	48.8
Youth Attmmt of Deg or Cert	60.3	60.0	62.3	61.0	67.0	59.4	58.5	58.5
Youth Literacy/Numeracy	NA	NA	30.4	NA	38.0	23.2	21.2	21.2

* - Average of the most current 4 quarters of available data, i.e 4th quarter 2007 through 3rd quarter 2008.