



# INITIATIVES



US DOL-EMPLOYMENT AND TRAINING ADMINISTRATION  
REGION 2-PHILADELPHIA

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## PA RELEASES OCCUPATIONAL OUTLOOK HANDBOOK

by Randy Murphy,  
PA Center for Workforce Information & Analysis

What does an insurance adjuster really do? Which Pennsylvania institutions offer the training needed by an aircraft mechanic? Will there be a demand for guidance counselors in the Pittsburgh area? How much can a registered nurse make in Philadelphia?

For the past several years, finding the answers to such questions meant consulting a number of different people and products. Now, there's one resource that can provide the answers to these and other career-related questions, with information specific to Pennsylvania: the *Pennsylvania Occupational Outlook Handbook (PA OOH)*.

The handbook is modeled after the *Occupational Outlook Handbook* produced by the Bureau of Labor Statistics and, like the national version, contains information about the nature of jobs, working conditions, and education and training needed for over 200 occupations found in Pennsylvania. It also highlights state-specific earnings and training institutions, as well as projected openings for the various occupations in each of the Commonwealth's 22 Workforce Investment Areas.

Produced by the PA Department of Labor and Industry's Center for Workforce Information and Analysis, the handbook is published in a six-volume set, organized by career clusters. Multiple sets have been provided to the state's 501 school districts, community colleges, intermediate units, one-stop centers, correctional institutions, libraries and workforce investment boards

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## FEATURE ARTICLE:

### PROMOTING FINANCIAL SECURITY THROUGH EDUCATION AND SAVINGS

by S. Van Williams  
Operations Specialist  
US Department of Housing and Urban Development

Recently, eleven dedicated women from the Germantown section of Philadelphia were the first graduates from a pilot financial education program offered at Wister Townhouses Neighborhood Network Center operated by Interstate Realty Management (IRM). The women completed a 13-week Life Skills and financial education



program that is being referred to as **MONEY SMART PLUS**, an adult financial education program designed to teach low-income persons the basics of banking and personal finances. **MONEY SMART PLUS** uses the Federal Deposit Insurance Corporation's (FDIC) **MONEY SMART** Program, a 10-module financial curriculum, as the core instructional training which is supplemented by oral informational presentations by the Social Security Administration, Pension and Welfare Benefits Administration, the Women's Bureau, and Beneficial Savings Bank, hence the **PLUS** moniker.

Several top Federal Officials addressed the graduating class. Cornelia Moore, Regional Administrator for the

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# FEATURE ARTICLE

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Women's Bureau told the women that they were part of a pilot project and that their success indicates that the project is working and will be documented for others to experience. Encarnacion Loukatos, Director for HUD's Multifamily Philadelphia Hub, told the graduates that the Life Skills training and **MONEY SMART PLUS** class were just stepping stones and that they are the directors of their lives, "You pick your path." She also encouraged them to take more classes as they are offered and to never give up. HUD Operations Specialist Van Williams described President Bush's initiatives to help more minorities into homeownership.

The eleven women were presented with certificates of achievement as well as awards from the partners. The Wister graduates were grateful for the opportunity to participate in the **MONEY SMART PLUS** pilot project. Sonia Garrett, a small entrepreneur, stated "I took the class in order to be more money savvy with my business...I really enjoyed the class and will encourage others to come the next time it is offered." Pearl T. Davis said, "I learned so much in this class and with the knowledge I gained in this class I plan to purchase a home," said Pearl T. Davis.

Freda Whitehead, an instructor for the Life Skills Training, also offered reflections on the **MONEY SMART PLUS** Pilot Program. "I wish the program was around years ago. It helps us provide good information about the basics of consumer banking services, credit and personal financial planning. This program can help so many people in our community make better decisions about their money, credit and financial planning for a secure future."

Valerie Williams, FDIC's Community Affairs Officer, explained how inspiring it was to see that FDIC's **MONEY SMART** curriculum was being embraced by the public and being adapted for use by local organizations to help low income individuals better understand the mainstream financial services and improve their financial skills in order to become homeowners or stabilize their homeownership situation.

In addition to the site at Wister Townhouses, the **MONEY SMART PLUS** training is being offered at Montgomery

Townhouses in central North Philadelphia; Kensington Townhouses in eastern North Philadelphia; and at Team PA CareerLink Northwest Center at 325 W. Cheltenham Avenue in Philadelphia, which is a collaboration between Team PA CareerLink and Women of War Ministries.

**MONEY SMART PLUS** is the result of a collaboration led by the U.S. Departments of Labor and Housing & Urban Development, intended to help improve financial education and security for persons outside the financial mainstream. In the summer of 2002, the group established the Financial Literacy & Security Initiative (FLSI), and implemented **MONEY SMART PLUS**, as a demonstration project in Philadelphia. Partners include the FDIC; the US Department of Labor's Pension and Welfare Benefits Administration (PWBA); the Social Security Administration (SSA); the Internal Revenue Service (IRS); and Beneficial Savings Bank (BSB). The primary goal of this initiative is to help low income families living in public and assisted housing avoid unfavorable financial services and become better consumers who will begin to build assets through savings that will increase their affordable housing choices for the future.

Since introduction of its **MONEY SMART** training program, FDIC has distributed over 9,000 free copies of the **MONEY SMART** curriculum in English and Spanish to organizations nationwide. In 2003, the curriculum will be available on CD-ROM and will also be released in Korean and Chinese. FDIC has set a 5-year goal of partnering with 1,000 organizations, distributing 100,000 copies of **MONEY SMART** and exposing one million consumers to the financial education program.

**For more info, please visit:**

<http://www.fdic.gov/consumers/consumer/moneysmart/index.html>



# INNOVATIONS

## LUZERNE COUNTY ACADEMIC ASSESSMENT TRACKING SYSTEM

The Luzerne County (PA) Business & Education Partnership has implemented a unique tracking system that has become a vital link between participating educational institutions, community organizations, armed services and the business community. Since October 2001 the Luzerne County Academic Assessment Tracking System (LUCAATS), funded in part through the local Workforce Investment Board, has assisted young people with making career choices, helped prevent dropouts and provided job placement, educational opportunities and linkage to services.

Detailed survey information from over 30,000 young people grade 3 through age 21 has been entered into a privacy-protected database. Participating schools, agencies and businesses can query the system for information on academics, careers, and financial and family data. Linkages for students leading to job training/placement, apprenticeships, college, internships, summer employment, tech prep, military, mentoring, tutoring, financial aide, library programs and supportive services are also available. Services are provided to students and their families at no cost.

Schools and businesses have benefited by having access to information needed to make appropriate referrals or directly offer services, including assisting a college looking for students fitting specific scholarship criteria, helping parents locate a mental health agency, and providing businesses with lists of youth service providers.

**For further information, contact LUCAATS by phone at (570) 820-7037 or by e-mail at [lucaats@yahoo.com](mailto:lucaats@yahoo.com). The website address is <http://www.lucaats.com/>.**

## LIFE AFTER FOSTER CARE

by Yvette Nunez West  
Director of Communications  
Philadelphia Workforce Development Corporation

What happens to a foster-care child who is all grown up? Well, with the help of Philadelphia's Department of Human Services (DHS) and the Philadelphia Workforce Development Corporation (PWDC), a lot of needed support is coming their way.

The two agencies have "fostered" a mutually beneficial relationship that assists this target population with life *and* job skills through the recently opened Achieving Independence Center (AIC). The center, located in downtown Philadelphia, is a self-sufficiency center designed to help young people achieve their future goals.

The center provides life skills training, education assistance, technology training, housing information, and employment assistance. Also, with the help of on-site trainer Aramark, it is able to provide hands-on job training through the center's Independence Café, a fully operational café managed by Aramark. AIC members work alongside Aramark staff, earning wages and learning valuable skills. They learn every aspect of the business, from customer service to marketing, managing inventory and maintaining a sanitary and professional retail environment.

Funding for this project is provided by the Philadelphia DHS, the PWDC, and the Philadelphia Youth Network, with lead staffing provided by Arbor, Inc. These agencies are funded in part by the United States Department of Labor and the Department of Public Welfare.

The center has a goal of serving 500 individuals transitioning out of the foster care system in 2003 alone. **For more information, call (215) 574-3194, or visit next time you're in Philly! The Achieving Independence Center is located inside the Mellon Independence Center, Concourse Level, 701 Market Street.**



# GRANTEE SPOTLIGHT



## MEETING ADVANCED MANUFACTURING NEEDS WITH THE H-1B TECHNICAL SKILLS TRAINING GRANT

The **Shenandoah Valley Workforce Investment Board** (SVWIB) in VA, was awarded an H-1B Technical Skills Training Grant in December 2001. H-1B grants fund training programs that address local industry's need to increase the technology skill level of its current employees as well as to increase the community's pool of highly skilled workers. In Shenandoah Valley, this effort facilitates a regional approach to workforce skill shortages in high-skill and high-technology occupations, specifically advanced and precision manufacturing. Training for the Advanced Manufacturing Sector has been organized into four programs:

1. Lean Manufacturing Management
2. Six-Sigma Certification
3. Manufacturing/Engineering Technologist and Specialist Certification
4. Employer-identified customized training.

Here's a closer look at three of the above:

The **Lean Manufacturing Management Program** is a training mechanism that develops workforce skills and improves company competitiveness and profitability. The program is conducted in a series of workshops using a "train and do" building block format consisting of lecture, discussion, hands-on simulation and on-site projects. It provides the methodology for the company and skills for the employee to eliminate waste in a production system, improve customer satisfaction, increase profitability and improve competitiveness.

Both employee and company outcomes measure the effectiveness of this program. Employee outcomes may be in the form of a salary increase and/or advancement for key employees who are the leaders for the Lean Implementation Teams. Lean Skill and Practitioner Certifications from Virginia's Philpott Manufacturing Extension Partnership (VPMEP) are awarded to all participants who acquire the skills and work to implement the Lean Principals. The National Institute for Standards and Technology - Manufacturing Extension Partnership (NIST-MEP) governs VPMEP at the federal level. In addition, a certificate for credits is awarded from Old Dominion University. Company outcomes are

quantified and measured through an impact analysis, impact survey, and formal interview with NIST-MEP representatives. Upon the completion of the first quarter implementations, over \$100,000 in savings have been reported by manufacturers with participants that have completed training.

Industries within the grant region need highly skilled employees who can use integrated computer manufacturing systems to design, produce and evaluate products. In the Shenandoah Valley area, the demand for Engineering Technologists will grow by 29% by the year 2005. Area businesses have partnered to form the **Manufacturing/Engineering Technology** Advisory Committee. This employer driven committee, in conjunction with the Blue Ridge Tech Prep Consortium and Blue Ridge Community College Center for Training and Development has bench marked existing manufacturing/engineering technology workforce skill levels and has developed a program leading to professional certification at the regional level. Regional certification consists of the Shenandoah Valley Manufacturing & Engineering Technologist or Specialist Certification. National certification is through the Society of Manufacturing Engineers as a Certified Manufacturing Technologist. This coursework may also lead to an Associate Degree in Technical Studies with a concentration in High Performance Manufacturing and Engineering Technology.

Many companies have cut or frozen budgets since the beginning of this grant, and training dollars have been one of the areas hardest hit. Of course, the need for upgrading workforce skills still exists. If the manufacturer's training needs and commitment plus the employee's occupation and career path are compatible with the grant requirements, then **employer-requested customized training** is an option.



Executives participating in Lean Manufacturing Management Workshop



# YOUTH PAGE



Office of Youth Services

## YOUTH PROGRAMS ACHIEVING ACROSS THE REGION

### INNOVATIVE YOUTH PROGRAMS IN LUZERNE COUNTY, PA

by Paul E. O'Malia, Youth Program Manager, LCWIDA, Wilkes-Barre, PA

#### Horizons

Horizons is a combination of academic coursework and support services designed to facilitate the transition from high school/GED to college for out-of-school youth, ages 18-21. Our two partners are the Keystone Job Corps, a provider to many of our Horizons students and the Luzerne County Community College (LCCC) which offers this unique program to a maximum of 15 individuals per semester and prides itself on its developmental program and student support services that are integral components of its open admissions policy.

The 30-day program offers students developmental college courses in writing and math, lab fees, tutoring, seminars, books, student materials and daily lunches. A team of professionals employed at the college work with the Horizons Coordinator to provide the participants with a seamless transition into full-time college study.

At the conclusion of the program, successful youth customers were eligible for a \$100 voucher that may be used at the LCCC bookstore. Participants also receive assistance in applying for financial aid, career planning and other information that increases their chances for success in a college setting.

To date, LCWIDA is proud to announce that three successful Horizons Programs have been completed; a fourth is scheduled in April 2003.

#### GED Transition Program

LCWIDA affords Out-of-School Youth Customers in pursuit of their GED's a unique opportunity to fill the void in time while awaiting results from their GED examination by becoming part of a computer training

course. LCWIDA has partnered with two agencies in Wilkes-Barre, PA, the Computer Learning Centers and the Educational Training Center where these young adults are enrolled in an LCWIDA-funded, 120-hour computer training course. It matters not if the youth customers are proficient in computer skills as both agencies work with the youth on an individual basis.



### RECRUITING AND SERVING OUT-OF-SCHOOL YOUTH

Youth workers commonly cite finding Out-of-School Youths (OSY) as one of their biggest challenges. Although such young people might be high school graduates, many still lack basic skills, are unemployed or underemployed. WIA youth programs can show the way to further education, skills training and job placement. Consequently, whenever we find effective practices, we share them across our network.

The Central Pennsylvania Workforce Development Corporation has had success in recruiting and retaining OSY in a variety of creative ways. Their model for youth services provides for stationing WIA youth staff in each of ten CareerLink (One-Stop) facilities. Job-seeking older youths (aged 18-24) are immediately directed to youth staff that will determine eligibility for the WIA youth program. Youth program staff also has continuous interaction with various direct service partners in the community such as juvenile justice officials, YMCA administrators and armed forces recruiters who identify OSY who would benefit from services. In some counties strong relationships exist with education partners to the extent that WIA youth staff are immediately notified of high school dropouts. Retention in WIA youth programs is encouraged through a structured incentive programs and local supportive services.



## A TRIBUTE TO CALLIE

July 28, 1944 to February 4, 2003

by Barbara Shelly



On February 4, 2003, Callie Anderson passed away after a valiant fight with breast cancer. Callie had been an Alien Employment Certification Specialist in Region 2's Foreign Labor Certification Unit (FLCU) since 1984. She was four months away from celebrating 40 long and illustrious years of government service, all with the U.S. Department of Labor.

Callie's contributions to the Alien Employment Certification Program were outstanding. Her sustained superior performance helped earn the Philadelphia Region its reputation as the top performer in the alien certification area. She was an excellent role model and helped others achieve a sense of personal responsibility for excellence and dedication to the work they did for the Employment and Training Administration.

Callie's career with the Department of Labor was marked with extremely high levels of performance and dedication to public service. Her personnel file contained many letters of commendation, acknowledgment and thanks for years of outstanding achievements. Callie was an exemplary individual who earned widespread respect and admiration.

Callie was a wonderful human being, who was full of life and not the least bit ready to leave this world. She was a compassionate person who concerned herself more with the problems of others, than with her own. Callie was a class act and is sorely missed!



**PHILADELPHIA  
NAMED  
CENTER OF  
EXCELLENCE!**

The ETA Philadelphia Regional Office has been recognized for its innovative and effective approach to managing Earmark grants by being named the new Center of Excellence for Earmarks. An Earmark grant is a project whose funds are specifically legislated by Congress for a particular purpose and awarded to a designated grantee. The Center of Excellence, staffed by Norman Baillie, Karrie Gericke, and Chantal Watler, will track the status of proposal development and the resulting

grants from start to finish, including managing the training for new grantees. The Center, in consultation with the Regional Offices, will review proposals submitted for conformity with appropriations language, budget and grant management rules, WIA legislation, ETA policy and coordination efforts with the local workforce system.

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### PA Handbook

for use with students, jobseekers and individuals wishing to change careers. The PA OOH is available online at the Center's website, accessible through PA PowerPort, [www.state.pa.us](http://www.state.pa.us), PA Keyword: Labor Market Information.

	Unemployment Rate				Change from	Change from
	Jan'03	Dec'02	Jan'02	6mo Avg	Last Month	Last Year
National	57	60	56	58	-0.3	0.1
Regional	54	4.8	56	4.9	0.6	-0.2
DE	41	38	47	39	0.3	-0.6
DC	64	62	68	61	0.2	-0.4
MD	45	40	49	41	0.5	-0.4
PA	68	56	62	55	1.2	0.6
VA	42	35	45	39	0.7	-0.3
VW	64	59	65	58	0.5	-0.1

### DO YOU HAVE AN IDEA FOR AN ARTICLE? AN UPCOMING EVENT?

If so please contact Jennifer Tolbert, Editor at  
[jtolbert@doleta.gov](mailto:jtolbert@doleta.gov) OR  
215-861-5228.



**HAPPY SPRING!**

# Resources

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## Calendar of Events

- 4/14 2003 National Summit on Youth Workforce Development
- 4/30-5/2 PA Partners Conference  
[www.papartners.org/](http://www.papartners.org/)
- 5/4 NAWDP 14<sup>th</sup> Annual Convention
- 5/5 National Institute on Rehabilitation Issues Forum
- 5/7 Partnerships for Today for the Workforce of Tomorrow
- 5/18 ASTD 2003 International Conference & Exposition
- 6/3-6/4 MWDA Conference  
[www.mwda.org](http://www.mwda.org)
- 6/4 Biennial National Research Conference
- 6/22 IAPES 90<sup>th</sup> Educational Conference

**For more info on the above events please visit:**  
[www.doleta.gov/calendar/](http://www.doleta.gov/calendar/)



Are you a State or Local who has:

- ⓐ An upcoming event?
- ⓐ An idea for an article?
- ⓐ Comments or suggestions on Initiatives?

*If so please contact:*  
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215-861-5228

*Initiatives* is a quarterly publication for State and local workforce development professionals. Submissions from State and locals are encouraged.

## Internet Resources

DOL	<a href="http://www.dol.gov">www.dol.gov</a>
ETA	<a href="http://www.doleta.gov">www.doleta.gov</a>
America's Career InfoNet	<a href="http://www.acinet.gov">www.acinet.gov</a>
ATELS	<a href="http://www.doleta.gov/atels_bat/">www.doleta.gov/atels_bat/</a>
Dislocated Workers	<a href="http://www.doleta.gov/layoff">www.doleta.gov/layoff</a>
Employers Services	<a href="http://www.doleta.gov/employ.asp">www.doleta.gov/employ.asp</a>
Faith Based Initiative	<a href="http://www.dol.gov/cfbi">www.dol.gov/cfbi</a>
NASWA	<a href="http://www.naswa.org">www.naswa.org</a>
Tools of the Trade	<a href="http://www.workforcetools.org">www.workforcetools.org</a>
Unemployment Insurance	<a href="http://workforcsecurity.doleta.gov/ui.asp">workforcsecurity.doleta.gov/ui.asp</a>
Welfare to Work	<a href="http://www.doleta.gov">www.doleta.gov</a>
Youth Services	<a href="http://www.doleta.gov/youth_services">www.doleta.gov/youth_services</a>