

**JANUARY 30, 2017 – NOON  
OHIO VALLEY EMPLOYMENT RESOURCE  
COUNCIL OF GOVERNMENTS MEETING  
LORI'S RESTAURANT, CALDWELL, OHIO**

**Minutes**

**Attendance:**

Carl Davis, Monroe County Commissioner	Ty Moore, Noble County Commissioner
Tim Price, Monroe County Commissioner	Virgil Thompson, Noble County Commissioner
Mick Schumacher, Monroe County Commissioner	Gary Rossiter, Noble County Commissioner
Mike Reed, Morgan County Commissioner	Ron Feathers, Washington County Commissioner
Adam Shriver, Morgan County Commissioner	Rick Walters, Washington County Commissioner
Tim VanHorn, Morgan County Commissioner	David White, Washington County Commissioner

**Others in Attendance:**

Herman Gray Jr, WDB Chair  
Jeanette Harter, Director, County Department of Job & Family Services  
Vicki Quesinberry, Director, Morgan County Department of Job & Family Services  
Heidi Burns, Morgan County Department of Job & Family Services  
Ginger Bowen, Morgan County Department of Job & Family Services  
Mindy Lowe, Director, Noble County Department of Job & Family Services  
Tom Ballengee, Director, Washington County Department of Job & Family Services  
Candy Nelson, Washington County Department of Job & Family Services  
Kathy Lott-Gramkow, Washington-Morgan Community Action  
Rebecca E. Safko, Executive Director, Ohio Valley Employment Resource  
Michelle Hooper, Grant Assistant, Ohio Valley Employment Resource

- I. THE PLEDGE OF ALLEGIANCE TO THE FLAG was led by Virgil Thompson.
- II. DRAFT MEETING MINUTES of the October 24, 2016 Meeting **COG 15-16 Motion to accept the minutes as read. Motion by: David White; Second by: Mike Reed. Motion passed.**
- III. MONROE COUNTY SUCCESS STORY – GUEST HEATHER CECIL who presented in person. Heather now works for GMN Community Action in a youth CCMEP subcontractor capacity.

IV. WIOA AREA #15 ACTIVITIES

- A. Expenditures as of 12/31/16 were presented and discussed. Overall 29.31% spent.
- B. OVER budget revision & line item expenditures as of 12/31/16 was presented and discussed. It contained 3 new budget items:
  1. Approval for Contract – Bob Haas (former state employee)
  2. Approval for Training – “Lunch and Learn”
  3. Approval for One-stop operator transition

The Commissioners requested more detailed information before passing these new items and they were tabled with the balance of each going to uncommitted.

**COG 16-16 Motion to accept the \$826,870 budget that was handed out, but to table the 3 new items, moving them to uncommitted. Motion by: Mike Reed; Second by: Rick Walters. Roll call vote was held (Commissioner Schumacher was out of the room) 3 opposed: Commissioners: Feathers, VanHorn and White. Motion passed.**

C. Make It In America Allocation	\$1,299,956.00
As of 12/31/16: Total Accruals/Expenditures	\$976,781.52
Total Obligations	<u>\$120,237.67</u>
Unobligated balance	\$202,936.81

- D. National Emergency Grant - #28 Sectors - 7/1/2015 - 6/30/17 w/no accruals

Sectors: Polymers, Energy and Healthcare

	Allocation	Distribution
1 <sup>st</sup> year	\$296,485	\$250,000 to Counties \$50K Mo/Mg/N; 100K W
Released to Area 16	(150,000)	53,649 to OVER
2 <sup>nd</sup> year	<u>326,485</u>	80,000for Regional Plan
Total Funding	<u>\$472,970</u>	<u>\$ 383,649 = balance left = \$89,321</u>

It was noted that Monroe is fully expended

**COG 17-16 Motion to allocate \$50,000 to Monroe and hold the remaining \$39,321 unallocated, which can be allocated to any requesting county. Motion by: Gary Rossiter; Second by: Tim VanHorn. Motion passed.**

- E. November 2016 Help Wanted Online Job Postings was presented and discussed.
- F. [www.OMJ15.com](http://www.OMJ15.com) (under construction), but will be the new webpage.
- G. Area One Stop Visitor Report was presented and discussed.
- H. Washington County One-Stop Certification Updates – Visit scheduled 2/9/17  
WDB Committee members: Marc Manheim, Ann Block, Misty Wells, Connie Shriver, Herman Gray
- I. One-Stop Operator RFP discussion of role and timeline. The WDB rating committee members are: Jeff White, Connie Shriver, Chasity Schmelzenbach, Pam Lankford, Laura Fuller.
- J. Youth Procurement requirement discussion of the federal requirement to competitively procure the youth program (framework and elements) and select based on WDB review and rating of the responses received.

Program Elements	
1.	<b>Tutoring, study skills training</b> , instruction, and evidence-based dropout prevention and recovery strategies that lead to completion of a secondary school diploma or its recognized equivalent
2.	<b>Alternative secondary school services</b> , or dropout recovery services, as appropriate
3.	<b>Paid and unpaid work experiences</b> that have as a component academic and occupational ed.: summer employ/pre-apprenticeship/on-the-job
4.	<b>Occupational skill training</b> , priority consideration for training leading to recognized postsecondary credentials aligned with in-demand industry
5.	<b>Education offered concurrently with workforce preparation</b> activities and training for a specific occupation or occupational cluster
6.	<b>Leadership development</b> opportunities: community service; peer-centered activities encouraging responsibility; positive social and civic
7.	<b>Supportive services</b>
8.	<b>Adult mentoring</b> for the period of participation and a subsequent period, for a total of not less than 12 months
9.	<b>Follow-up</b> services for not less than 12 months after the completion of participation, as appropriate
10.	<b>Comprehensive guidance and counseling</b> , which may include drug and alcohol abuse counseling and referral, as appropriate
11.	<b>Financial literacy education</b>
12.	<b>Entrepreneurial skills training</b>
13.	Services that provide <b>labor market and employment information</b> about in-demand industry sectors or occupations available in the local area, such as
14.	Activities that help youth prepare for and <b>transition to postsecondary education and training</b>

- K. Approval of Financial Handbook and Procurement Handbook that was sent electronically to all members and interested parties.

**COG 18-16 Motion to approve both the Financial Handbook and Procurement Handbook. Motion by: Rick Walters; Second by: Tim VanHorn. Motion passed.**

L. WIOA 16 One-Stop Assistance for Rapid Response Events  
**COG 19-16 Motion to accept WIOA Area 16 Monroe County One-Stop Assistance for the anticipated coal mine layoffs and other associated rapid response events. Motion by: Tim VanHorn; Second by: Gary Rossiter. Motion passed.**

M. Monroe County Youth Contractors

1. GMN Tri-County Community Action

a. Providing: Adult Mentoring; Alternative Edu; Career Pathway; Comprehensive Guidance & Counseling; Entrepreneurial Skill Trng; Financial Literacy Edu; Follow-up Services; Leadership Development; Occupational Skills Trng; Paid & Unpaid Work Experience; Provision of Labor Market Info; Supportive Services; Transitional Skills; Tutoring, Study Skills & Drop-out Prevention; Contract period: January 4, 2017 to June 30, 2017; Amount: \$75,000 of which 50,625 is CCMEP TANF; 5,625 CCMEP TANF ADMIN; 1,8750 CCMEP WIOA youth.

2. Mid-East Career Center

a. Providing: Career Pathway; Entrepreneurial Skill Trng; Financial Literacy Edu; Leadership Development; Provision of Labor Market Info; Transitional Skills; Contract period: January 4, 2017 to June 30, 2017; Amount: \$12,080 of which 9,060 is CCMEP TANF and 3,020 CCMEP WIOA youth

V. WORKFORCE DEVELOPMENT BOARD MEMBERS

A. Upcoming vacancy- Business, Monroe County. Janelle Comstock (Monroe) WDB member has accepted a new position as WDB Director for the Parkersburg, WV WDB (Congratulations Janelle!). Unfortunately, when notifying the State of this change, the state decreed we must nominate the new Chamber President or another Monroe County business representative.

B. Resignation of Kim Stewart (Morgan)

C. New Appointee – Morgan County, Tonya Kohler, Human Capitol Mgr, MIBA Sinter USA, LLC  
**COG 20-16 Motion to appoint Tonya Kohler to the WDB. Motion by: Tim VanHorn; Second by: Gary Rossiter. Motion passed.**

VI. STATE & REGIONAL PLANNING UPDATE – Herman Gray, Jr, Workforce Development Bd. Chair

A. Summary of the Governor’s Office of Workforce Transformation’s “Building Ohio’s Future Workforce.” The full document was sent in advance to all members and interested parties. WDB Chairman, Herman Gray summarized the report and linkage to the local area.

B. Area businesses surveyed:

AMERICAN ENERGY CORPORATION
MAHLE ENGINE COMPONENTS USA, INC. O
MIBA BEARINGS, US, LLC
The Citizens National Bank of McConnelsville
FLEXMAG INDUSTRIES, INC.
GLOBE METALLURGICAL, INC.
KRATON POLYMERS U.S., LLC
MARIETTA MEMORIAL HOSPITAL
OHIO VALLEY DIVISION
THERMO FISHER SCIENTIFIC (ASHEVILLE
SUIZA DAIRY GROUP, LLC
Peoples Bank, National Association
Perry & Associates CPAs A.C.

C. Regional Workforce Plan Update – Comparison of State & Regional Visions was presented and discussed.

D. Timeline for Southeast Ohio Regional Plan:

Item	Date
Employer Survey Analysis Report to Area Leadership	January 30
On-site meeting with TPMA and Area Leadership (Buckeye Hills-HVRDD)	January 31
Review Compliance Plan Draft	
Review Implementation Plan Draft	
Review results of Employer Survey	
Final Draft of Compliance Document with Implementation Plan Due to Areas	February 10
Area Leadership return all edits/changes to TPMA	February 15
Regional and Local Plans open for 30-day comment	February 20
Public Comment Period Open Forum	February 21
30-day Comment Period Ends	March 21
TPMA incorporates Comments/Revisions – Plans finalized & returned to Areas for signatures	March 24
Roll Out Event	Week of April 3

- VII. NEXT MEETING DATE WAS CHANGED from ~~Monday, May 1, 2017~~ to Monday, March 27<sup>th</sup> at Noon at Lori's Restaurant for RFP timetables.
- VIII. ADJOURNMENT COG 21-16 Motion to adjourn. Motion by: **Tim VanHorn**; second: **Gary Rossiter**. Motion passed.

Approved By: *Virgil J. Thompson*  
COG Chair or Vice Chair

Date: 6/15/17