

VIRTUAL MEETING MAY 4, 2020 – 9:00 AM
OHIO VALLEY EMPLOYMENT RESOURCE
WORKFORCE DEVELOPMENT BOARD MEETING

Dial-in number (US): (515) 606-5187

Access code: 265562#

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MINUTES

Welcome to the first virtual meeting-Please announce yourself when voting

WDB Attendance:

Jeff Smith, Monroe County	Nathan Lord, Washington County
Ann Block, Monroe County	Jennifer White, Washington County
Jeff White, Monroe County	Sherri Becker, Washington County
Daryl Jones, Morgan County	Pamela Lankford, Area Wide
Michele Blackburn, Morgan County	Jesse Roush, Area Wide
Laurene Huffman, Morgan County	Troy Ferrell, Area Wide
Allen Fraley, Jr., Noble County	Travis Stewart, Area Wide
Chasity Schmelzenbach, Noble County	Tony Huffman, Area Wide
Herman Gray, Jr., Noble County	

Others in Attendance:

Rebecca Safko, Executive Director, OVER	Michelle Hooper, Grants Assistant, OVER
Felicia Pittman, Monroe CDJFS	Bret Allphin, Buckeye Hills Regional Council
Kimberly Foreman, Morgan CDJFS	Zach Pickens, Buckeye Hills Regional Council
Misty Wells, Noble CDJFS	Gwynn Stewart, OSU Extension
Amanda Sutphin, Washington CDJFS	

THE PLEDGE OF ALLEGIANCE TO THE FLAG led by Board Chair, Herman, Gray, Jr.

Roll call of all WDB members. All present noted above.

DRAFT MEETING MINUTES – were presented for all to review. **WDB Motion 26-19 to accept the February 3, 2020 minutes. Motion by: Ann Block; Second by: Jeff Smith. Motion passed.**

ELECTION OF OFFICERS

- Bylaws require annual election of officers, 7/1/20-6/30/21; Nominations from the floor
 - WDB Chair
 - WDB Vice-Chair

WDB Motion 27-19 to postpone election of offices until the August meeting. Motion by: Ann Block; Second by: Troy Ferrell. Motion passed.

WORKFORCE DEVELOPMENT BOARD MEMBERS TERMS EXPIRING 6/30/2020

- Monroe – Ann Block
- Noble – Chasity Schmelzenbach, Allen Fraley
- Washington – Sherri Becker
- Area Wide – Tony Huffman, Pamela Lankford, Stephen Carson, Travis Stewart
- Re-appointments are for a two year term; 7/1/2020-6/30/2022

All above has agreed for an additional term. They will be presented today at the COG meeting for re-appointment.

COVID-19 (Handout #2 was shown and reviewed; Handout #3 was made available to the group in the online chat function, shown and discussed.)

- The face of workforce has drastically changed since our last meeting, including the 3/24/2020 Shut down of

non-essential businesses. Attached handouts share both the employer resources and the unemployment impacts.

- “For the week ending April 18, 2020, ODJFS reported 109,369 initial jobless claims. The number of initial Ohio jobless claims over the last five weeks stands at nearly 1 million (964,566). To put that in perspective, the total for the last five weeks of claims is 249,054 more than the combined total of 715,512 for the last two years. During the same period, more than \$926 million in UC was paid to more than 376,000 claimants.”
- There is a lot of uncertainty surrounding the re-opening of Ohio. We want to be responsive to your needs while not overwhelming you – thoughts?

WIOA AREA #15 ACTIVITIES

- Expenditures as of 3/31/20 were presented and discussed. Overall 31.79% spent of WIOA allocation. We just received the 2nd increment of funding for the 2019 Disaster which is to end 12/31/20 but funding may only last until September. Opioid primary sub-grantee is Buckeye Hills.
- State has verbally announced intention to allow local areas to retain unspent carryover.
- New allocations unknown at this time, however, Ohio received over \$7 million more than last year in WIOA. Allocations for the areas will come out probably sometime in May. These allocations are based on various factors including poverty and unemployment. **WDB Motion 28-19 to approve allocations by County as provided by State. Motion by: Pamela Lankford; Second by: Sherri Becker. Motion passed.**
- Audit for year ended 6/30/19 completed. Low risk auditee, no management letter. View here: <https://www.ohioauditor.gov/auditsearch/detail.aspx?ReportID=152738> and Auditor of State Award: <https://www.ohioauditor.gov/news/pressreleases/Details/5453>
- State WIOA program monitoring completed. One observation on case notes and corrected action was accepted.
- State WIOA fiscal monitoring being done virtually not yet completed. Being done electronically and ongoing.
- One-Stop counts January –March 2020, prepared by OVER. 3 out of 4 counties closed for COVID-19 concerns at the end of March so there was not a full month of information but there was a slight increase in visits and referrals.
- Unadjusted WIOA Performance Report PY2019 Quarter 2 – Exceeding on adult and dislocated worker measures except \$5 from DW median earnings negotiated area standard. Youth credential attainment is failing but counties are still working on this to see if there are any data entry issues.
- Incumbent Worker Projects were presented. \$12,764.21 in new contracts to be approved. **WDB Motion 29-19 to approved new incumbent worker projects in the amount of \$12,764.21/ Motion by: Allen Fraley; Second by: Jesse Roush. Sherri Becker Abstained. Motion passed.**
- Policies- 15-02 Eligibility, DW Unlikely to return
Revision of policy for COVID-19 layoff – state suggestion:
The applicant has been either permanently or temporarily dislocated from a job as a result of a COVID-19 related shutdown or layoff. Discussion held. Agreed to make available to those who need it and qualify. **WDB Motion 30-19 to approve addition of new language stated above to the DW unlikely to return section of the eligibility policy. Motion by: Sherri Becker; Second by: Jesse Roush. Motion passed.**

WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES

- Partner Updates –
Monroe-Bill Long retired. Felicia Pittman has taken over for WIOA. Information left in chat.
Morgan-Kimberly-still closed to walk-ins/continue to work with unemployment issues.
Noble-Misty-still closed to the public, currently taking phone calls and working with unemployment.
Working on spending One-Stop enhancement funds.
Washington-Amanda Sutphin filling in today for Michelle Brown, One-Stop remains open. Traffic has slowed down in resource room. Looking at ways to spend the One-Stop enhancement funds.
- Opioid Committee Update – Zach Pickens is our Opioid Resource Navigator. Zach is employed by Buckeye Hills, our subcontractor.
- Apprenticeship Grant Update – Scaling Apprentice Grant – WIOA15 was accepted as the fiscal agent but declined to pursue due to the fact that the grant was reimbursable only to the FA. Scaling serves 26 Southeast Ohio counties. Potentially the reimbursement would not occur until the conclusion of a quarter. Having only WIOA funding, OVER is not able to meet this reimbursement requirement. However, a

mutually agreeable solution was reached that AOMC would still be able to deliver the program w/the grantee serving as the fiscal agent.

- Youth and One-stop Operator RFP Committee Update –Chasity, Committee Chair to present recommendations

➤ Committee: Chasity Schmelzenbach, Travis Stewart and Stephen Carson

Discussed for example Caldwell Exempted appears to be a quality program but we can only pay for its use for WIOA participants. Others may sit in the class but the rate paid can only be for WIOA participants. All appear to be qualified. **WDB Motion 31-19 to approve the recommendation of the list of RFPS for the 10 elements needing procured as well as for outreach and transportation along with the One-Stop Operator to the COG. Motion by: Allen Fraley; Second by: Sherri Becker. Pamela Lankford abstained. Motion passed.**

- RFP quarterly for tutors, transportation and outreach. Discussed issuing RFP quarterly to develop qualified list. **WDB Motion 32-19 to continue to RFP quarterly for tutors, transportation and outreach. Motion by: Daryl Jones; Second by: Ann Block. Motion passed.**
- Local Monitoring – on site visits on hold due to COVID-19 concerns; however, desk reviews indicate satisfactory performance. Monitoring is an ongoing process through tracking performance measures, reviewing expenditures, QnA and training opportunities. OVER feels all are doing satisfactory or better.
- Extension of the WIOA adult and DW programs and youth case management and 4 elements that do not require procurement: occupational skill training, supportive services, follow-up and labor market and employment information. These were programs that you did not need to competitively procure and agreed not to. **WDB Motion 33-19 to extend the Adult and Dislocated Worker programs and youth case management and 4 elements that do not require procurement for an additional year (7/1/20-6/30/21). Motion by: Sherri Becker; Second by: Ann Block. Motion passed.**
- One-stop resource room update funding- Retroactive, state announced 4/15/2020
Period: 10/1/19 to 9/30/2020 - Possible uses identified by the state include:

- Computers or tablets;
- Televisions;
- ADA compliant workstations;
- Technology connectivity (e.g., internet upgrades);
- Software Purchases, Updates, and Licenses;
- Copy/scan/fax machines;
- Health and safety improvements;
- OhioMeansJobs center signage (exterior and interior); and
- Furniture.

Monroe	26,425
Morgan	19,902
Noble	19,918
Washington	28,704
Grand Total	94,949

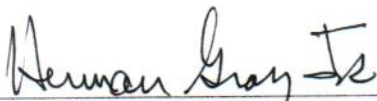
Local operators will be tailoring this funding to meet their local needs. As Monroe, Morgan and Noble begin to gradually reopen items such as face masks, deep cleaning, air circulating systems and anything to make it safer to staff and participants that is not on the list will be a priority.

ITEMS FOR NEXT MEETING No suggestions at this time.

FUTURE MEETING DATES: Monday, 8/3/20 and 11/2/20 at 9:00 am at Lori's Restaurant. **WDB Motion 34-19 to return to normal agenda with August meeting to be held at Lori's Restaurant. Motion by: Allen Fraley; Second by: Ann Block. Motion passed.**

ADJOURNMENT: **WDB Motion 35-19 to adjourn. Motion by: Sherri Becker. Second by: Tony Huffman. Motion passed.**

Approved By: _____


WDB Chair or Vice Chair

Date: _____

