

AUGUST 7, 2017 – 9:00 AM
OHIO VALLEY EMPLOYMENT RESOURCE
WORKFORCE DEVELOPMENT BOARD MEETING
MARKWEST SENECA PROCESSING FACILITY, SUMMERFIELD, OHIO

MINUTES

WDB Attendance

Jeff White, Monroe County	Arthur Miller, Washington County
Jeff Smith, Monroe County	Jennifer White, Washington, County
Ann Block, Monroe County	Troy Ferrell, Area Wide
Allen Fraley, Noble County	Connie Shriver, Area Wide
Herman Gray, Jr., Noble County	Tony Huffman, Area Wide
Chasity Schmelzenbach, Noble County	Pamela Lankford, Area Wide

Others in Attendance

Rebecca Safko, Executive Director, OVER	Michelle Hooper, OVER
Vicki Quesinberry, Morgan County DJFS	Ginger Bowen, Morgan County DJFS
Misty Wells, Noble CDJFS	Mindy Lowe, Noble CDJFS
Candy Nelson, Washington CDJFS	Bill Long, Monroe County DJFS
Tom Ballengee, Washington CDJFS	April Gibson, Lt. Governor Mary Taylor's Office

- I. BUS TOUR OF MARKWEST SENECA PROCESSING FACILITY
- II. THE PLEDGE OF ALLEGIANCE TO THE FLAG The meeting was called to order and the Pledge of Allegiance was led by Herman Gray, Jr., WDB Chair
- III. DRAFT MEETING MINUTES
 - A. JUNE 12, 2017 Draft Meeting Minutes **WDB 1-17 Motion to accept the minutes as read. Motion By: Allen Fraley; Second By: Connie Shriver. Motion passed.**
- IV. WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES
 - A. Regional Workforce Plan Update-Roll out event was held July 24th at the Noble County Fairgrounds Building from 9:30am – 3:00pm with presentation of the Plan by Thomas P. Miller and Associates. We also had guest speakers Karen Pierce of Working Partners® who presented on substance abuse in the workplace, and Doug Lumpkin, Deputy Director of the Office of Human Services Innovation discussed the Comprehensive Case Management and Employment Program.
 1. Discussion of action steps– WDB was reminded that the fully executed regional plan is available on the website (www.omj15.com) under the regional section. Within the plan, Attachment E is the implementation guide detailing the goals and strategies. The strategy 1.1 establishes a regional workforce innovation council. **The WIOA15 appointees to the group will consist of Chasity Schmelzenbach, Pamela Lankford and Connie Shriver.** One of the first projects of this group will be to review the feasibility of a regional Business Resource Network concept to enhance our area's service to the business customer.
 2. Discussion of Sector Strategies handed out was pages 13-16 of the regional plan, identifying that health care, energy (including transportation) are two of the three sectors we should initially focus on (third was broad-administrative and support and waste management and remediation services).
 - B. Allocation review – The WDB preliminarily approved state distribution to counties at the last meeting. Handout was provided showing this distribution, now available. No further action was taken.
 - C. Old Business-
 1. The Chair requested comments from the program operators about local issues that could be addressed to improve customer service. Discussion on the state withdrawal of participation in satellite OMJs was shared. **WDB 2-17 Motion to develop a separate committee of the Board to meet with technical staff for potential solutions. Motion By: Chasity Schmelzenbach; Second By: Pamela Lankford. Motion passed.**
 2. All County Department of Job and Family Services were awarded the Youth Program for their prospective county. Each county presented their Youth Mapping and any procurements they plan to do, as per WDB motion last meeting.

- a. Monroe CDJFS Presented by Bill Long. Contracts with GMN and Aspire
- b. Morgan CDJFS Presented by Ginger Bowen; No subcontracts. Services are available at no cost.
- c. Noble CDJFS Presented by Misty Wells. Adult mentoring is their largest gap and with this being a 12 months commitment they are still looking to bid out. Presented United Way and Bridges to Careers for leadership development, adult mentoring, financial literacy and post secondary.
- d. Washington CDJFS Presented by Candy Nelson. Currently have 2 contracts. Possibly one with Washington State CC. They still need tutoring.

WDB 3-17 Motion to approve youth mappings for all CDJFS agencies as presented. Motion By: Chasity Schmelzenbach; Second By: Troy Ferrell. Motion passed. Connie Shriver and Pamela Lankford abstained.

D. One-stop Operator Update

- 1. Certification continuation discussed. Originally the state issued a phase one certification that was for the comprehensive site (Washington). This phase one is now being required for all satellite OMJs and is due 11/1/17. The phase one checklist was distributed.
- 2. Phase One Certification Committee **WDB 4-17 Motion to keep the same certification committee as previously which included Ann Block, Connie Shriver, Herman Gray and Travis Stewart will replace Mark Manheim as the OOD member on the Board and therefore take the lead on the committee. Motion By: Chasity Schmelzenbach; Second By: Jeff White. Motion passed.**

Misty Wells cannot continue on this committee as she is an employee of one of the agencies in this certification process.

The Certification Committee requested that they complete the certification by October 15th and asked the three counties affected to propose three dates each for the committee to come to perform the certification.

Ginger Bowen inquired as to the Windmill Training because she was hired after this. Rebecca to look into.

Thomas Ballengee stated that they will be having an Open House October 20th from 2:00-4:00pm and they are working on marketing of the OhioMeansJobs Centers and developing a new brochure/flyer. He has also put together a meeting with the OMJ Center local operators and OVER staff for August 23rd from 10:00am-12:00pm at WCDJFS.

V. WIOA AREA #15 ACTIVITIES

- A. Expenditures as of 6/30/17 were presented and discussed.
- B. One-Stop counts April-June 2017 were presented and discussed. Misty Wells noted that she does not feel Noble County's number are correct as they have had kiosk/connectivity issues. When asked if assistance was needed, she did not need.
- C. National Emergency Grant #28 Sectors – \$45,673 remaining funds unallocated in addition to county carryovers. Misty requested a radio spot be created by the OVER office and shared with the area.

VI. WORKFORCE DEVELOPMENT BOARD MEMBERS

- A. Vacancy- Business, Morgan County
Welcome of new member Tony Huffman replacing Bradley Ebersole and Jeff Smith who will be appointed at the next Council of Governments meeting from the Plumbers and Pipefitters.

VII. FUTURE MEETINGS

- A. Future meeting dates 10/30/17, 2/5/18 and 5/21/18 at 9:00 am; location TBD
- B. Lunch and Learn (possibly in conjunction with SBDC, John Voorhies, Area Director)

VIII. ADJOURNMENT **WDB 5-17 Motion to adjourn. Motion By: Chasity Schmelzenbach; Second By: Tony Huffman. Motion passed.**

Approved By: Herman Gray Jr Date: 10/30/2017
WDB Chair or Vice Chair