

**FEBRUARY 3, 2020 – NOON  
OHIO VALLEY EMPLOYMENT RESOURCE  
COUNCIL OF GOVERNMENTS MEETING  
LORI'S RESTAURANT, CALDWELL, OHIO  
Draft Minutes**

Unemp. Rate	Dec-19
Monroe	8.9%
Morgan	7.7%
Noble	7.2%
Washington	5.4%
Ohio	4.2%

**Attendance:**

Carl Davis, Monroe County Commissioner  
Tim Price, Monroe County Commissioner  
Mick Schumacher, Monroe County Commissioner  
Ron Feathers, Washington County Commissioner

Gary Rossiter, Noble Commissioner  
Ty Moore, Noble Co. Commissioner  
Brad Peoples, Noble County Commissioner  
David White, Washington County Commissioner  
Kevin Ritter, Washington County Commissioner

**Others in Attendance:**

Jeanette Schwall, Director, Monroe County Department of Job & Family Services  
Heidi Burns, Director, Morgan County Department of Job & Family Services  
Kim Foreman, Workforce Director, Morgan County Department of Job & Family Services  
Mindy Lowe, Director, Noble County Department of Job & Family Services  
Flite Freimann, Director, Washington County Department of Job & Family Services  
Kathy Lott-Gramkow, Workforce Director, W/M CAP Agency  
Rebecca Safko, Executive Director, Ohio Valley Employment Resource  
Michelle Hooper, Grants Assistant, Ohio Valley Employment Resource

THE PLEDGE OF ALLEGIANCE TO THE FLAG was led by Kevin Ritter, COG Chair.

DRAFT MEETING MINUTES COG Motion 14-19 to accept the November 18, 2019 minutes. Motion: David White, second: Mick Schumacher; motion passed.

WIOA AREA #15 ACTIVITIES

- Expenditures as of 12/31/19 formula 21% spent; 50% through program year. The need to increase adult and dislocated worker outreach and expenditures was emphasized.
- OVER line item Expenditures as of 12/31/19 38% spent; 50% through program year.
- Connectivity-OVER

BSSI is OVER's computer vendor. Originally the OVER server was housed at CAP, however, due to connectivity issues, BSSI (which services both entities) moved the OVER server to BSSI and has subsequently housed it there. Recently, BSSI unexpectedly announced to OVER and CAP, that they would be moving OVER's server back to CAP. Since subgrant with CAP is for a limited time duration, neither party thought this to be a good move. A chart of alternatives was shared with the COG. BSSI recommended a new server, 2,495 and would house for \$150 (typo on sheet said 105) per month. Flite offered to house at WCDJFS. Housing at staff office was also presented. In today's ever changing technological environment and the limited amount of data on the OVER server being shared, the better options are to not pursue a new server but move Quickbooks online and download the other files needed (minimal). OVER's Quickbooks is version 2012; which Quickbooks stopped supporting in 2015. 2012 also cannot process the payroll tax tables so payroll is being done through spreadsheets. This move to online would have a monthly cost but would automatically update to the current version and not require a new server which would depreciate and have physical vulnerabilities. Flite then shared that

	No Server/QB Online Retail	No Server/QB Wholesale-OVER pays QB	No Server/QB Wholesale-OVER pays Rebecca
1st year cost	735.00	504.00	504.00
2nd yr cost	840.00	840.00	504.00
<b>2 yr total</b>	<b>1,575.00</b>	<b>1,344.00</b>	<b>1,008.00</b>
<b>Payroll Automation</b>			
1st year cost	709.00	709.00	709.00
2nd yr cost	888.00	888.00	888.00
<b>2 yr total</b>	<b>1,597.00</b>	<b>1,597.00</b>	<b>1,597.00</b>

online servers is the only option allowed to CDJFS's now. Of the three online Quickbooks options, there were pricing differences between retail and wholesale costing, which was available to Rebecca due to being a CPA and participating in the QuickBooks Online Advisor (QBOA) program. The option of appointing a committee of commissioners to further review the costs and/or find another QBOA wholesaler was presented and COG declined. To avoid any discrepancies with mid-year payroll conversion and due to time constraints to set-up the payroll items and employees, payroll through

Quickbooks will start 2021. **COG Motion 15-19 to choose the no new server, Quickbooks online wholesale through Rebecca Safko at \$504 annually both years to be paid as reimbursement to Rebecca Safko and pursue move to Quickbooks payroll at completion of year. Motion: Ron Feathers, second: Kevin Ritter; motion passed.**



- One-Stop counts October-December 2019, prepared by OVER were down compared to prior quarter, this could be due to the cold weather and holidays.
- Incumbent Worker Projects were presented and discussed. \$9,057 new projects were approved. Leveraging and partnering with Tech Cred through the state was also discuss.

**JOINT COG/WDB ROLES AND RESPONSIBILITIES**

Upcoming workforce activities were presented:

- 2/4/2020 – AO Manufacturing Council dinner-speaker Lt. Gov Jon Husted, Marietta
- 3/18/2020 – WDB Board Chairs meeting in Columbus
- 5/12/2020 – WIOA legislative day at Statehouse, let Rebecca know if interested

- Opioid Committee Update – BH-HVRDD subgrant signed and plan on hiring positions in February; CAP getting disaster participants ready for unsubsidized employment; WIOA16 met with Flite, Rebecca and WCDJFS staff to offer to extend the WIOA16 incarcerated program to WIOA15 residents that are incarcerated to help prepare them for gainful employment upon release. They will meet with inmates exiting and provide our four county OMJ contacts. Flite accepted. He noted 254 Washington residents are incarcerated.
- Apprenticeship – Fiscal Agent for Scaling Apprenticeship through Sector based Strategies – AOMC approached WIOA15 to consider being the fiscal agent. This RFP covers 26 counties in Appalachian Ohio, of which all 11 in our region are included. OVER received the required match letters from AOMC and WSCC. The counties primarily the same as those OVER covered through the MIIA grant. Due to the near deadline and the fact that this county scope is far beyond just our 4 counties, the director had discussion with both the WDB and COG Chair prior to today’s meetings. Both were in favor of pursuing the opportunity based on subgranting the project management as needed based on OVER’s staffing size. COG discussion focused on the importance of manufacturing and the spotlight on apprenticeship as a training and employment model that allows the participant to earn while learning.  
**COG Motion 16-19 to submit RFP for Fiscal Agent of Scaling Apprenticeship, 26 county area. Motion: Gary Rossiter; second: Carl Davis. Motion passed.**

Julie Mettler, State Apprenticeship representative for our counties (housed in Noble OMJ) approached OVER about being an apprenticeship sponsor. To help small employers and local job seekers. Julie approves the training plans and the sponsor verifies that they are being implemented. WSCC already does this and Jesse was consulted, he did not have any issue with OVER also doing and noted that their grant is on time limits. **COG Motion 17-19 to authorize pursuing apprenticeship sponsorship role as time permits within our four counties. Motion: Brad Peoples; second: Mick Schumacher. Motion passed.**

Sector Partnership grants through the state were discussed. AOMC plans on pursuing. WDB authorized letter of support for AOMC. OVER cannot take on any additional leadership roles but does want to assist in sector efforts.

REQUEST FOR ALL INTERESTED IN BIDDING ON RFP TO EXCUSE THEMSELVES – only commissioners and OVER staff remained.

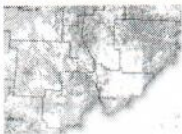
- Youth and One-stop Operator RFP Committee Update on RFP structure/contents/timeline. Committee consisted of WDB members: Chasity Schmelzenbach, Travis Stewart and Stephen Carson. Chasity as the Chair of committee to present recommendation at 5/4/20 for WDB consideration.  
**COG Motion 18-19 to only RFP what is necessary per WIOA and state policy except for transportation and outreach and issue both Youth elements/transportation/outreach and One-stop Operator RFPs. Motion: Gary Rossiter; second: Tim Price; motion passed.**

**FUTURE MEETING DATES:** Monday, 5/4/20, 8/3/20, 11/2/20 at Noon am at Lori’s Restaurant

Shared research on agenda, the need and impact of broadband in relation to education and workforce discussed in the WIOA activities section. Broadband: <https://connectednation.org/ohio/2019-state-maps/>

Lowest Coverage Chart (10Mbps/1)

Highest Coverage Chart (100Mbps/10)



**ADJOURNMENT: COG Motion 19-19 to adjourn. Motion: Carl Davis, second: David White; motion passed.**

Approved By: Adam Shurr  
 COG Chair or Vice Chair

Date: 8-18-20