

JUNE 12, 2017 – 9:00 AM
OHIO VALLEY EMPLOYMENT RESOURCE
WORKFORCE DEVELOPMENT BOARD MEETING
LORI'S RESTAURANT, CALDWELL, OHIO

MINUTES

WDB Attendance

Jeff White, Monroe County	Arthur Miller, Washington County
Allen Fraley, Noble County	Connie Shriver, Area Wide
Herman Gray, Jr., Noble County	Roger Blouin, Area Wide
Chasity Schmelzenbach, Noble County	Pamela Lankford, Area Wide
Jennifer White, Washington, County	Stephen Carson, Area Wide
Sherri Becker, Washington County	

Others in Attendance

Rebecca Safko, Executive Director, OVER	Michelle Hooper, OVER
Kathy Lott-Gramkow, Washington/Morgan CAP	Ginger Bowen, Morgan County DJFS
Misty Wells, Noble CDJFS	Tony Huffman, Washington County Career Center
Candy Nelson, Washington CDJFS	Laura Fuller, OSU Extension Noble County
Tom Ballengee, Washington CDJFS	

- I. 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

- II. DRAFT MEETING MINUTES
 - A. March 20, 2017 Draft Meeting Minutes **WDB 23-16 Motion to accept the minutes as read. Motion By: Jeff White; Second By: Roger Blouin. Motion passed.**
 - B. Review of Conflict of Interest and signature passed out to those present.
 - C. Election of Officers **WDB 24-16 Motion to accept the continuation of Herman Gray, Jr. as WDB Chair and Ann Block as WDB Vice-Chair. Motion By: Pam Lankford; Second By: Allen Fraley. Motion passed.**

- III. WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES
 - A. Regional Workforce Plan Update-Roll out event July 24th, 9:30-11:00 am; location TBD; discussed having a substance abuse discussion during the lunch hour and inviting Noble County employers and then Doug Lumpkin from the State would be there later in the afternoon to discuss CCMEP.
 - B. Local Governance Agreement-this is the State's requirement and a draft was presented at the last meeting for consideration and action at this meeting. **WDB 25-16 Motion to approve Local Governance Agreement as written to submit to the State. Motion By: Jeff White; Second By: Connie Shriver. Motion passed.**
 - C. Preliminary Allocation - Below is from our Federal Project Officer in Chicago on 6/5 indicating the TEGL will be published any day now:
During the first week of May, Congress passed and the President signed the Fiscal Year (FY) 2017 Omnibus Appropriations bill which funds the government for the remainder of the fiscal year (through September 30). The timing of the appropriations and funding provisions have delayed the release and publication of the PY 2017 WIOA program allotments. The Employment and Training Administration (ETA) recognizes this may complicate program management for states and local areas. The Department is currently working to expedite the allotment process and aims to have the TEGL published in early June.
Request to issue funding as state presented by county for initial usage
WDB 26-16 Motion to approve issuing of funding as state presented by county for initial usage. Motion By: Chasity Schmelzenbach; Second By: Connie Shriver. Motion passed.
 - D. Youth Program proposals received. One for each of Monroe, Morgan, and Noble counties and 2 were received for Washington County. The Youth rating committee rated each on June 6th. The Youth rating committee recommended all County Department of job and Family Services be awarded for their

prospective county. **WDB 27-16 Motion to approve the recommendation of the Youth rating committee to the Council of Governments that all County Department of Job and Family Services be awarded for their prospective county. Motion By: Allen Fraley; Second By: Stephen Carson. Motion Passed.**

- E. Washington County Youth Contractors for review:
1. The Career Center Adult Technical Training
 - a. Providing: Career Counseling, Labor Market Information and Financial Literacy
 - b. Contract period: May 8, 2017 to June 30, 2017
 - c. Amount: \$6,750.00 (\$67.50 per client up to 100 clients)
 - d. Funding breakout: \$5,062 CCMEP TANF/\$1,688 CCMEP WIOA
 2. Building Bridges to Careers
 - a. Providing: Adult Mentoring; Career Counseling and Labor Market Information; Entrepreneurial Skills Training; Financial Literacy Education; Paid and Unpaid Work Experiences; Leadership Development
 - b. Contract period: May 8, 2017 to June 30, 2017
 - c. Amount: No cap; costs per student; max per student disclosed in contract
 - d. Funding breakout: 75% CCMEP TANF/25% CCMEP WIOA

WDB 28-16 Motion to approve Washington County Department of Job and Family Services the authority to enter into the above mention contracts. Motion By: Allen Fraley; Second By: Chasity Schmelzenbach. Motion passed. Pamela Lankford abstained.

- F. ~~WDB Motion to allow the WIOA Youth Program Operators to extend for an additional one year their PY16 Youth Contractors to PY17 based on their satisfactory monitoring of the contractor(s) performance.~~
WDB 29-16 Motion to authorize the County Department of Job and Family Services to contract as they deem necessary for all 14 elements as needed, pending Council of Governments approval of awards, with a report from any of those making contracts at the next available meeting. Motion By: Chasity Schmelzenbach; Second By: Allen Fraley. Motion passed. Pamela Lankford and Connie Shriver abstained.

- G. Summary of Youth Monitoring presented.

IV. WIOA AREA #15 ACTIVITIES

- A. Expenditures as of 5/31/17 – good on all carryover required to expend.
- B. April 2017 Help Wanted Online Job Postings presented.
- C. Policies
 1. Workforce Innovation and Opportunity Act OVER Policy Letter No. 15-20.1 (Priority of Service for Veterans, Eligible Spouses and Family Caregivers)-state revised policy; implementing their guidance (Handout #7)
 2. OVERWIOAPL 15-03 Youth Program Eligibility – updated to better clarify the 2 5% barriers; one for the YIS needs add'l assistance and the other for the entire youth population, a low income waiver for YIS and those YOS barriers requiring low income.
 3. OVERPL 5-15 OVER Supportive Service Policy- no update needed, our policy is to use the JFS day care rates which were updated and are on the web page.
 4. OVERWIOAPL 15-11 Individual Training Accounts Usage and Restrictions - no update needed, added a standardized form for the ITA agreement and contract (Handout #8/8A)
 5. OVERWIOAPL 15-13 Work Experience for Youth – new standardized format for youth work experience, including contract and monitoring of work experience (Handout #9-emailed 9A/9B/9C)
 6. OVERPL 1-16 Monitoring (Handout #10- emailed 10A/10B/10C)
 7. OVERPL 2-16 Incentives for Youth (Handout #11/11A)

WDB 30-16 Motion to accept all policies as presented. Motion By: Chasity Schmelzenbach; Second By: Jeff White. Motion passed.

- D. One-Stop counts Jan-March 2017 presented. Overall visits increased 17% from last quarter. They just started to get the referral piece up and running so we do not expect as a significant increase next quarter.
- E. WIOA Estimated 3rd Quarter Performance Report PY16 as discussed the area is not being held to performance measures for PY16 except for some Measurable Skills Gains. The program operators are interested in some additional training to go over the performance measures with the State, as well as the Ohio Workforce Case Management System (OWCMS).

V. WORKFORCE INVESTMENT BOARD MEMBERS

- A. Vacancy- Business, Monroe County

- B. Future vacancies-resignations as of 6/30/17 Kacy Cunningham (Business-Morgan County) and Toni Eckert (Business-Morgan County)
- C. Shannon Wells has been recommended for Organizations representing business- Morgan County to replace Kacy Cunningham above
- D. Jeff Smith, will be joining the Board July 1st under Local Apprenticeship-Plumber & Pipe Fitters Local Union 168; moving Sherri Becker to fill one of our vacant Organizations representing Business as recommended by the State, still representing Washington County.

In addition, Tony Huffman of WCCC (Higher Education/Area Wide) has been recommended to replace Dr. Bradley Ebersole of WSCC, who retired.

VI. FUTURE MEETINGS

- A. Future meeting dates 8/7/17*, 10/30/17, 2/5/18 and 5/21/18 at 9:00 am; location TBD except for 8/7/17
- B. *8/7/17 will be an on-site visit at Mark West, carpool requested so RSVP required no later than 7/31
- C. Lunch and Learn (possibly in conjunction with SBDC, John Voorhies, Area Director)

VII. ADJOURNMENT **WDB 31-16 Motion to adjourn. Motion By: Stephen Carson; Second By: Allen Fraley. Motion passed.**

Approved By: _____

Heiman Gray Jr.
WDB Chair or Vice Chair

Date: _____

8/7/2017

DRAFT