

AUGUST 28, 2018 – 9:00 AM
OHIO VALLEY EMPLOYMENT RESOURCE
WORKFORCE DEVELOPMENT BOARD MEETING
LORI'S RESTAURANT, CALDWELL, OHIO
MINUTES

WDB Attendance

Jeff White, Monroe County	Allen Fraley, Noble County
Jeff Smith, Monroe County	Connie Shriver, Area Wide
Laurene Huffman, Morgan County	Tony Huffman, Area Wide
Chasity Schmelzenbach, Noble County	Stephen Carson, Area Wide
Herman Gray, Jr., Noble County	Travis Stewart, Area Wide

Others in Attendance

Rebecca Safko, Executive Director, OVER	Michelle Hooper, OVER
David Brightbill, Washington/Morgan CAP	Kathy Lott-Gramkow, Washington/Morgan CAP
Ginger Bowen, Morgan CDJFS	Ruth Burdette, Washington CDJFS
Cindy Frederickson, Noble CDJFS	Flite Freimann, Washington CDJFS

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

DRAFT MEETING MINUTES–August 6, 2018 -Note voided Executive Session. Rebecca discussed the validity of the motion and why it was voided and the reason another meeting was scheduled.

WDB 8-18 Motion to accept minutes as presented. Motion by: Stephen Carson; Second by: Tony Huffman. Motion passed.

CONFLICT OF INTEREST FORMS TO BE SIGNED FOR PY18 Annually the conflict of interest forms are given to all board members and OVER staff for review and reaffirmation. These were emailed prior to the meeting and collected at the meeting from those in attendance. No questions and/or concerns noted.

WIOA AREA #15 ACTIVITIES

Expenditures as of 7/31/18 were presented and discussed. Connie inquired about the carryover. Federal term is 3yrs, State term is 2 yrs. At the beginning of the year counties receive their initial Adult/DW allocation (small portion) then they receive the remainder in Oct. Youth allocation is received at the beginning of the Program Year (July 1). There is a lag in DW allocation calculation. We used some of sectors money to do outreach with the WCCC/Zane State (Belmont College was offered but didn't participate). Kathy spoke to college payment due prior to Oct 1 that some of the carryover is then used for.

PY16 State Youth Monitoring was presented and discussed. Page 2 of the report was missing from the handout and will be emailed out to those in attendance.

Board Reporting/Participant Tracking contract. It was discussed with the Program Operators that it would be beneficial to work with and receive training from a retired state employee, \$1K contract to help us pull reports that would be helpful in evaluating performance. You have to create and then share to each operator to save the canned report. It all occurred regarding the measureable skills gain and not getting participant data from the state.

WDB 9-18 Motion to proceed with the participant tracking contract. Motion by: Connie Shriver; Second by: Chasity Schmelzenbach. Motion passed.

Policies (repeat from last meeting but never got covered do to length of meeting.)

- Revisions to OVERPL 5-15 Supportive Services-mileage: chart removed; \$.30 per mile; employment: gas money for one month with documentation of need and internet site documentation; job search: \$5 upfront w/ 3 interviews/appl; \$5 end w/proof (Operators can go lower than these rates. In the past we have only done mileage for training but there is the need to add employment start up that has documented hardship.)

WDB 10-18 Motion to approve Supportive Service policy revisions as stated above. Motion by: Connie Shriver; Second by: Stephen Carson. Motion passed.

- OVERWIOAPL 15-23 -Incumbent Worker Training Policy was discussed. Provided at a company's request, can be at their facility or trainer site. We can utilize up to 20% of DW/Adult allocation with an employer training leading to a credential. Must be employed for at least 6mo to qualify. Need decisions to implement.

Decisions needed:

Sectors: health care, manufacturing, polymers and energy are WIOA15 identified; or all?

Caps on training:

Limit to % per company: limit to trainings per period; first come first serve;

Recognizable certificate: transferable, there is a list on OMJ.

Wage Increase?

WDB 11-18 Motion to approve Incumbent Worker Training Policy with the following: No limit to sectors, no company limit, must receive a recognized credential and will utilize the sliding fee scale presented in State Incumbent Policy, WIOAPL 15-23. Motion by: Chasity Schmelzenbach; Second by: Allen Fraley. Abstaining Connie Shriver, Tony Huffman and Laurene Huffman. Motion passed.

WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES

Revisions to Area 15 One-Stop MOU Budget/Washington County DJFS – ODJFS state staff went from 5 to 6; added Aspire and Senior Employment at minimum requirement. Presented and discussed. **WDB 12-18 Motion to approve the 3 partner changes and adjustment in MOU. Motion by: Connie Shriver; Second by: Tony Huffman. Abstaining Stephen Carson. Motion passed.**

Flite Friemann mentioned that WSCC will be coming on as a partner to the OhioMeansJobs center which will be presented at the next WDB meeting. Will require another motion then.

Conference call on Sept. 12 with the State, Stephen Carson and Program Operators to discuss any additional changes in the OhioMeansJob center.

OLD BUSINESS

Washington County Adult & DW Programs contracted through 9/30/18, decision needed for balance of program year (through June 30, 2019).

Washington County Commissioners requested Adult/Dislocated Worker programs be relocated to/and operated by Washington County DJFS.

Review of prior meeting sequences and WDB recommendation. Action needs decided for October 1 forward.

Flite Friemann-WCDJFS concern WCDJFS had not spent the allocation presented. He presented spatula and cell phone holder and indicated that this was not a good use of tax payer dollars. They currently have a contract with Fort Frye for ACT prep classes. Arranging campus visit. Foster kids get met by CCMEP worker. Also working with Huntington Bank.

CAP noted they did not buy spatula and cell phone holder

WDB 13-18 Motion for Adult and DW programs to be moved and operated by Washington County Department of Job and Family Services through the duration of the program year (October 1, 2018 through June 30, 2019). Motion by: Jeff Smith; Second by: Jeff White. Tony Huffman abstained. Motion passed at end of discussion below.

Discussion:

Chasity Schmelzenbach= received more information today from WCDJFS than we did when WDB asked for your plan previously.

Stephen Carson = how do you plan the transition, are you increasing staffing-are they focusing on only A/DW or will it just be added on to duties of current staff.

Flite Friemann = Current workers: 3 CCMEP, 1 IM- would add 5th position as a case manager and reclassify all as workforce case mgrs. 2 would be youth/2 would be Ad/DW. There would be an increase in staff. JFS would reach out to subcontract w/ W/M for a period of time to reach out to those individuals that are currently on for a smooth transition. Community partners-they will continue to receive funds as they are due; interim period to subcontract so individuals are not lost.

David Brightbill = not getting complaints. W/M board composition includes elected officials.

Jeff Smith = in addition, reading facts sheet, WIOA is to have a nationwide one-stop program system. Maybe we are behind 3 years but it was the intent of the statute.

Ayes-6; Nay-2; 1 abstain. Herman did not vote. Motion passed.

Kathy Lott-Gramkow and Cindy Frederickson left the meeting.

ITEMS FOR NEXT MEETING

WDB suggestions

Review of WDB current By-laws; Sunshine Law-had conference call with State we need to review by-laws and look at a proxy vote. Also, introduction class for WIOA refresher/board responsibilities.

The State has an individual they utilize as technical assistance to discuss the roles of WDB/By-laws that we could have attend our meeting.

Southeast Ohio Sector Strategy final report presentation – Rob Guentter, RFG Associates, Inc.

Do you want either presenters? Jeff Smith-None

Connie mentioned need accountability of board to the Sector Strategy project. Rob Guentter has offered a meeting but committee has not scheduled.

Stephen Carson, Jeff White and Jeff Smith left the meeting.

Be prepared for discussing structure of the Board.

FUTURE MEETING DATES: Monday, 11/5/18, 2/4/19; 5/6/19 at 9:00 am at Lori's Restaurant

ADJOURNMENT WDB 14-18 Motion to adjourn. Motion by: Allen Fraley; Second by; Tony Huffman. Motion passed.

Approved By: Heuman Grayte
WDB Chair or Vice Chair

Date: 11/5/2018