

**MAY 6, 2019 – 9:00 AM**  
**OHIO VALLEY EMPLOYMENT RESOURCE**  
**WORKFORCE DEVELOPMENT BOARD MEETING**  
**LORI'S RESTAURANT, CALDWELL, OHIO**

**MINUTES**

**WDB Attendance:**

Jeff White, Monroe County  
Ann Block, Monroe County  
Laurene Huffman, Morgan County  
Allen Fraley, Noble County  
Herman Gray, Jr., Noble County  
Chasity Schmelzenbach, Noble County  
Pamela Lankford, Area Wide

Tony Huffman, Area Wide  
Sherri Becker, Area Wide  
Daryl Jones, Area Wide  
Stephen Carson, Area Wide  
Travis Stewart, Area Wide  
Troy Ferrell, Area Wide

**Others in Attendance:**

Rebecca Safko, Executive Director, OVER  
Bill Long, Monroe CDJFS  
Ginger Bowen, Morgan CDJFS  
Cindy Frederickson, Noble CDJFS  
Danielle Moore, Belmont College  
Josh Hilliard, OOD

Michelle Hooper, OVER  
Michelle Brown, Washington CDJFS  
Kathy Lott-Gramkow, W/M CAP Agency  
Jesse Roush, WSCC  
Katie Wood, WSCC

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

**MOMENT OF SILENCE** – Arthur V. Miller, Jr. (November 20, 1931 - March 28, 2019)

**DRAFT MEETING MINUTES** –WDB Motion 30-18 to accept February 4, 2019 minutes as presented.  
**Motion by: Allen Fraley; Second by: Tony Huffman. Motion passed.**

**ELECTION OF OFFICERS**

Bylaws require annual election of officers, 7/1/19-6/30/20

- Nominations from the floor –  
Workforce Development Board Chair  
Workforce Development Board Vice-Chair

The nominations were Herman Gray, Jr. for Chair and Ann Block for Vice- Chair.

**WDB Motion 31-19 to continue with the current officers – Herman Gray, Jr. as WDB Chair and Ann Block as Vice-Chair. Motion by: Tony Huffman; Second by: Troy Ferrell. Motion passed.**

**WDB MEMBERSHIP**

- Workforce Development Board members' terms expiring 6/30/19:  
Monroe-Jeff Smith/Jeff White  
Morgan-Laurene Huffman/Shannon Wells  
Noble-Herman Gray, Jr.  
Washington-Jennifer White/Vacant  
Area Wide-Troy Ferrell/Daryl Jones/Connie Shriver

This was reviewed as the members' with terms expiring that would be presented at the noon meeting for re-appointment.

**WIOA AREA #15 ACTIVITIES**

- Expenditures as of 3/31/19 Presented and discussed. The NEG Disaster grant has not yet been updated for the \$150K. The Adult and Youth are out of their carryover and using new monies and OVER is almost to this point as well. There is still a risk of returning Dislocated Worker funds as the carryover has not been expended and the 2-year cycle for this carryover expires June 30<sup>th</sup>.

Discussion was held regarding the possibility of another area being in need of Dislocated Worker funding and the idea was presented that Area 15 could possible exchange this funding for Youth funding that the other area is in danger of returning. This would only be an exchange of carryover funding and not a change

in overall allocation as the same amounts would then be exchanged when the new money allocations are distributed.

**WDB Motion 32-18 to allow for the transfer of \$40k in dislocated worker funding in exchange for \$40K in youth funding with Area 7 of old money in order to show these funds expended. Then reverse this when the new funding is available. Motion by: Chasity Schmelzenbach; Second by: Allen Fraley. Motion passed.**

- Performance Report for Q2 WIOA PY18 was presented.
- One-Stop counts Jan-Mar 2019, prepared by OVER was presented.
- March 2109 Help Wanted Online Job Postings was presented.
- CDL Job Fair – 6/13 at the Brown Community Center, 100 Creamery St., Woodsfield, OH

Tony (WCCC) has 3 careers they are highlighting for In-demand Jobs Week – truck driving, medical assistant and industrial maintenance mechanic. Solvay and Marietta Health Systems will have representative at the event.

WCCC & WSCC fliers were passed around regarding their events.

Cindy (Noble) reported that they continue to advertise daily on the radio and utilizing a billboard. They currently have 5 participants in truck driving.

### **WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES**

- WDB Bylaws (revision: addition of proxy language) was discussed. **WDB Motion 33-18 to accept the addition of the proxy language into the WDB Bylaws. Motion by: Sherri Becker; Second by: Chasity Schmelzenbach. Motion passed.**
- Extension of Library MOUs for Morgan and Noble CDJFS **WDB Motion 34-18 to accept the extension of the Library MOUs for Morgan and Noble CDJFS from June 1, 2019 – May 31, 2020. Motion by: Allen Fraley; Second by: Stephen Carson. Motion passed**
- State Sub-grant Agreement was passed around for members to view. CCMEP Participation **WDB Motion 35-18 to continue to participate in CCMEP Plan and accept the State Sub-grant agreement as presented for 7/1/19-6/30/21. Motion by: Chasity Schmelzenbach; Second by: Ann Block. Motion passed.**
- Upcoming Program Year Allocation, 7/1/19-6/30/20 was presented and discussed. The county breakout was requested from the State but to date has not yet been received. At the beginning of the year, a small allocation of Adult and Dislocated Worker funding is allocated by the State and all the Youth. In October, the additional FY portion of the Adult and Dislocated Worker funding is allocated. **WDB Motion 36-18 to allocate the PY portion as received. Motion by: Chasity Schmelzenbach; Second by: Sherri Becker. Motion passed.**
- Disaster Grant Update-Kathy Lott-Gramkow gave an update. Leith Run opened up for the first time since last years' flooding on April 15<sup>th</sup>. Many residents and users of the park are appreciative of the work that has been done. **WDB Motion 37-18 to continue current grant through December 2019, to except new February 2019 grant; 1.1M grant (500K per county-Washington and Morgan; 100K to OVER) and for Washington/Morgan Community Action to continue operating both programs. Motion by: Allen Fraley; Second by: Chasity Schmelzenbach. Motion passed.**
- Phase II Certification held April 26<sup>th</sup> –Rebecca gave a brief overview of the certification process. Tony Huffman gave the qualitative aspects of the certification. The certification took approximately 3 hours to complete. The committee discussed each item and agreed upon the score that was given. The OMJ Center Washington County received a score of 66.5. The minimum passing score was 64. **WDB Motion 38-18 to accept the 66.5 rating for the Phase II Certification of the OhioMeansJobs Center-Washington County. Motion by: Stephen Carson; Second by: Sherri Becker. Motion passed.** Stephen Carson also wanted to commend Lisa Goudy at the OMJ Center as a model worker. Daryl Jones also commended her on the help she has given the IBEW with applications, testing and interview training.
- Partner Updates  
Troy Ferrell discussed his recent referral of 120 construction workers out for jobs; 56 at Hannibal Electrical site for 1 ½ years; 20 at Racine Dam for 2 months. They have picked up work at Ohio University approx. 20-30 workers. They are finishing up ODOT projects in Monroe & Washington Counties. Working on Phase I of Warren Schools. Sent 15-20 workers last week for Kraton shutdown. Jesse Roush discussed the new WSCC program (launch party for the rebranding of the mechanical program).

Stephen Carson stated that the Vietnam Veteran has now been added to the Veterans questionnaire. Sherri Becker discussed sector partnerships and they are seeking more manufacturers. Forming of the Ohio Manufacturing Association and regional snapshot of pathways.

- MOU Budget was discussed. The only change done to the format is Attachment A which asks for what services each partner is providing. **WDB Motion 39-18 to accept the MOU as presented. Motion by: Pamela Lankford; Second by: Tony Huffman. Motion passed.**

**ITEMS FOR NEXT MEETING**

- WDB suggestions

Next Area Program Operators meeting is May 19<sup>th</sup> at Noble CDJFS.

State Legislative Meeting at the State House is May 28<sup>th</sup> if anyone is interested in attending.

**FUTURE MEETING DATES:** Monday, 8/5/19 and 11/4/19 at 9:00 am at Lori's Restaurant

**ADJOURNMENT:** WDB Motion 40-18 to adjourn. Motion by: Chasity Schmelzenbach; Second by: Stephen Carson. Motion passed.

Approved By: \_\_\_\_\_

WDB Chair or Vice Chair

Date: \_\_\_\_\_

8/5/2019