

MARCH 20, 2017 – 9:00 AM
OHIO VALLEY EMPLOYMENT RESOURCE
WORKFORCE DEVELOPMENT BOARD MEETING
LORI'S RESTAURANT, CALDWELL, OHIO

MINUTES

WDB Attendance

Ann Block, Monroe County	Sherri Becker, Washington County
Jeff White, Monroe County	Troy Ferrell, Area Wide
Allen Fraley, Noble County	Connie Shriver, Area Wide
Herman Gray, Jr., Noble County	Roger Blouin, Area Wide
Chasity Schmelzenbach, Noble County	Marc Manheim, Area Wide
Jennifer White, Washington, County	Stephen Carson, Area Wide
Tonya Kohler, Morgan County	

Others in Attendance

Rebecca Safko, Executive Director, OVER	Michelle Hooper, OVER
Kathy Lott-Gramkow, Washington/Morgan CAP	Ginger Bowen, Morgan County DJFS
David Brightbill, Washington/Morgan CAP	Tracey Tonnous, Zane State College
Candy Nelson, Washington CDJFS	Julie Mettler, ODJFS-OWD
Tom Ballengee, Washington CDJFS	Tony Huffman, Washington County Career Center
Stephanie Johnson, Washington State CC	John Voorhies, Small Business Development Center

- 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. WELCOME MORGAN COUNTY BUSINESS MEMBER Tonya Kohler, Human Capitol Mgr from MIBA Sinter USA, LLC in Morgan County
- III. DRAFT MEETING MINUTES of the January 30, 2017 **WDB 18-16 Motion to accept the minutes with the correction to remove Brenda Kornmiller who was not in attendance and add Stephanie Johnson who was in attendance. Motion by: Jeff White; Second by: Ann Block. Motion passed.**
- IV. WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES
 - A. Regional Workforce Plan Update-Comment Period ends March 22nd at noon
There is a public comment meeting today at 11:30. No comments to date, with the exception that Perry County was accidentally omitted from a couple graphs. WDB Director found and it is already corrected and waiting to be added.
 - B. One-Stop
 1. Washington County One-Stop Certification: The Phase I certification review process is now provisionally complete (as of 2-9-17) and the review team has recommended certification for this comprehensive OMJ Center site to the State. Outside handicap accessibility will need modified when weather permits. Marc Manheim thanked those in attendance who helped in the review; discussed the nine requirements reviewed; looking for signage to occur Spring 2017.
 2. Area One-Stop Operator RFP (Handout #2)
Responder: Washington County Department of Job And Family Services in consortium with the other three CDJFS'. It is the recommendation of the rating committee that this proposal be accepted.
 - a. Report of One-Stop Operator (Handout #3)
 - b. Timeline: The intent of the RFP was to include a transition period. Originally 3/15/17 moved to 4/10/17 at last WDB. Apparent lack of clarity that the OVER paid first quarter was not part of the MOU. WCDJFS wants to assume all One-stop Operator activities simultaneously. Meeting planned 3/23 with W/M CAP (current operator) and WCDJFS to discuss this.
WDB 19-16 Motion to table contract until the contract can be redrafted into two separate contracts; one for the transitional period April 10, 2017 to June 30, 2017; and the other for the Area One-Stop Operator commencing July 1, 2017. Motion By: Chasity Schmelzenbach;

Second By: Allen Fraley. Motion passed.

- C. Local Governance Agreement presented. This was tabled until next meeting. The Board will need to review and make a motion at the next scheduled meeting.
- D. Preliminary Allocation Estimates discussed. Appalachian counties will be higher allocations; about 30% higher than last year. We hope to have preliminary allocation in May.
- E. Youth Procurement Timeline and Chart (Handout#6)
 - 1. Need to form Committee(s) to Review and Rate RFPs received

*At this time it was asked that anyone who will be submitting a proposal for the Youth Program excuse themselves from this portion of the meeting.

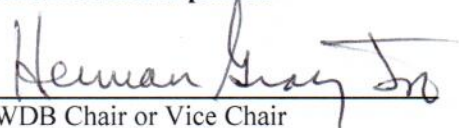
WDB 20-16 Motion to appoint Sherri Becker (Washington), Jeff White (Monroe); Tonya Kohler (Morgan); Chasity Schmelzenbach (Noble) and Herman Gray, Jr. (WDB Chair) to the Youth Program rating committee. Motion By: Allen Fraley; Second By: Ann Block. Motion passed.

The committee decided to set the date to rate the Youth Program RFPs received via teleconference on June 6th at 11:00 am. An email will go out to the committee prior to this date with the call-in information.

WDB 21-16 Motion to adopt the Youth Procurement Timeline as proposed. Motion By: Allen Fraley; Second By: Marc Manheim. Motion passed.

- V. WIOA AREA #15 ACTIVITIES
 - A. Expenditures as of 2/28/17 presented
 - B. www.OMJ15.com demonstration via overhead by Rebecca *Julie Mettler asked if a link could be added to the website for OhioMeansJobs. Rebecca will look to add this.
- VI. WORKFORCE INVESTMENT BOARD MEMBERS
 - A. Vacancy- Business, Monroe County
The new Monroe County Chamber President is Betty Edgington. Monroe CDJFS was agreeable and contacted her, no reply yet.
- VII. NEXT MEETING DATE: 6/12 Lori's restaurant and future scheduling:
 - A. On site visit – Looking to meet at Mark West area at Seneca, outside of Caldwell. Potential date is 8/7 @ 9:00 am but not yet confirmed. Herman Gray, Jr. will keep us posted.
 - B. Lunch and Learn (possibly in conjunction with SBDC, John Voorhies, Area Director)
- VIII. ADJOURNMENT **WDB 22-16 Motion to adjourn. Motion By: Chasity Schmelzenbach; Second By: Connie Shriver. Motion passed.**

Approved By:


WDB Chair or Vice Chair

Date:

