

OCTOBER 30, 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
Jeff Smith, Monroe County	Sherri Becker, Washington County
Ann Block, Monroe County	Travis Stewart, Area Wide
Laurene Huffman, Morgan County	Stephen Carson, Area Wide
Michele Blackburn for Sammy Hettinger, Morgan County	Pamela Lankford, Area Wide
Allen Fraley, Noble County	Connie Shriver, Area Wide
Herman Gray, Jr., Noble County	Tony Huffman, Area Wide
Jennifer White, Washington, County	

Others in Attendance

Rebecca Safko, Executive Director, OVER	Michelle Hooper, OVER
Tina Cooper, Morgan County DJFS	Ginger Bowen, Morgan County DJFS
Misty Wells, Noble CDJFS	Bill Long, Monroe County DJFS
Candy Nelson, Washington CDJFS	Kathy Lott-Gramkow, Washington/Morgan CAP
Tom Ballengee, Washington CDJFS	Terry Mullins, Washington/Morgan CAP
Bret Alphin, Buckeye Hills	Sandy Doudna, OMERESA
Misty Casto, Buckeye Hills	Dan Leffingwell, Noble Local Schools
Julie Mettler, Apprentice Ohio	Marc Manheim, OOD
Von Williams, APEG	Matt Falter, Business Resource Network-Canton

- 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. August 7, 2017 Draft Meeting Minutes **WDB 6-17 Motion to accept the minutes as read. Motion By: Connie Shriver; Second By: Allen Fraley. Motion passed.**
- III. WELCOME WORKFORCE DEVELOPMENT BOARD MEMBERS
 - A. Travis Stewart, Vocational Rehabilitation Supervisor, Opportunities for Ohioans with Disabilities (Area)
 - B. Shannon Wells, Director, Chamber/Morgan County Development Office (Morgan-Business)
 - C. Sammy Hettinger, Human Capital Manager, MIBA Sinter USA, LLC (Morgan-Business)
 - D. Laurene Huffman, Operations Manager, Malta Dynamics (Morgan-Business)
- IV. WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES
 - A. Regional Workforce Plan Update
 1. Discussion of action steps- The strategy 1.1 establishes a regional workforce innovation council. **The WIOA15 appointees to the group will consist of Chasity Schmelzenbach, Pamela Lankford and Connie Shriver.** One of the first projects of this group will be to review the feasibility of a regional Business Resource Network concept to enhance our area's service to the business customer.
 2. Speaker – Matt Falter, Project Director, Business Resource Network (BRN) provided a PowerPoint presentation on the Business Resource Network and how it has been used in surrounding areas. BRN is a standardized outreach interview process to local businesses to gauge their needs, including those that extend beyond workforce with a central one to two person point of contact for the business. The BRN rep(s) then take the needs back to a variety of gov't, economic, educational and other partners to develop solutions to the business's needs through a centralized point of contact.
 3. Discussion of Sector Strategies- health care, energy (including transportation) are two of the three sectors we should initially focus on (third was broad-administrative and support and waste management and remediation services).
 - B. Allocation review presented and discussed.
 - C. One-Stop
 1. Phase One Certification Review- Connie Shriver discussed the process of the review and recommendations/best practices made, which included internet security review and other valuable

recommendations.

WDB 7-17 Motion to accept the Phase I Certification Review as completed. Motion By: Allen Fraley; Second By: Ann Block. Motion passed. Note: Ann Block was originally selected to be on the committee to do the review but had to decline to participate in the review process due to a family emergency.

2. One-Stop Operator

- a. One-Stop counts July-September 2017 were presented and discussed. Misty Wells (OMJ-Noble County) wanted to advise that they have made more referrals than what is reflected on the report. This will need to be looked in to as to why the report is not picking up the numbers.
- b. Operations Manual (draft emailed to WDB members) Tom Ballengee discussed the development of the manual and that he is asking for any edits to be emailed to him at Thomas.Ballengee@jfs.ohio.gov so that he can make any necessary changes.
 - i. Referral process
 - ii. Customer Satisfaction Survey
- c. Open House was held 2:00-4:00pm, 10/20 at OhioMeansJobs Center-Washington County and they plan to have another in the Spring changing the time to 4:30-6:30pm or 5:00-7:00pm to allow for more employers to attend.
- d. Mini Job Fairs – OhioMeansJobs Center-Washington County will be holding one tomorrow for Manpower (Parkersburg) for truck assembly workers. This has been the OMJ Centers 7th this year.
- e. Partner Meetings

V. WIOA AREA #15 ACTIVITIES

- A. Expenditures as of 9/30/17 presented and discussed. Rebecca brought attention to the current year carryover for Dislocated Worker funding and the spending rate.
- B. CCMEP PY16 3rd Quarter Implementation Report presented and discussed.

WDB 8-17 Motion to allow Candy Nelson of Washington County DJFS to proceed in participating in the CCMEP Evaluation Pilot Opportunity. Motion By: Steve Carson; Second By: Connie Shriver. Motion passed.

Bret Alphin of Buckeye Hills addressed the group about an upcoming Workforce Development Program that is to be designed by the local development districts and they are looking for input from local workforce development organizations, local economic development professionals, local government officials, and other concerned parties endeavoring to enhance the assets available for the improvement of the local workforce. The meeting will be held 9:00-11:30am, November 14th at the Buckeye Hills location in Marietta, Ohio.

VI. FUTURE MEETINGS

- A. Future meeting dates 2/5/18 (discuss energy field sectors) and 5/21/18 at 9:00 am at Lori's Restaurant

VII. ADJOURNMENT **WDB 9-17 Motion to adjourn. Motion By: Tony Huffman; Second By: Connie Shriver. Motion passed.**

Approved By:


WDB Chair or Vice Chair

Date:

