

AUGUST 6, 2018 – 9:00 AM  
OHIO VALLEY EMPLOYMENT RESOURCE  
WORKFORCE DEVELOPMENT BOARD MEETING  
LORI'S RESTAURANT, CALDWELL, OHIO  
MINUTES

Handout #1

**WDB Attendance**

Jeff White, Monroe County	Sherri Becker, Washington County(left before done)
Jeff Smith, Monroe County	Connie Shriver, Area Wide
Ann Block, Monroe County	Pamela Lankford, Area Wide
Laurene Huffman, Morgan County	Tony Huffman, Area Wide
Chasity Schmelzenbach, Noble County	Stephen Carson, Area Wide
Herman Gray, Jr., Noble County	
Allen Fraley, Noble County	

**Others in Attendance**

Rebecca Safko, Executive Director, OVER	Michelle Hooper, OVER
Commissioner Feathers, Washington County	Lee Ann Wainwright, Co-Chair Tri-State TEAM
Tina Rush, Local Gov't Affairs, MarkWest	DeAnn Cummings, Mktg Director, Synergy Center
Bill Long, Monroe County DJFS	David Brightbill, Washington/Morgan CAP
Ginger Bowen, Morgan CDJFS	Kathy Lott-Gramkow, Washington/Morgan CAP
Misty Wells, Noble CDJFS	Flite Freimann, Washington CDJFS
Michelle Brown, Washington CDJFS	Ruth Burdette, Washington CDJFS
Gwynn Stewart, Noble Co. OSU Extension	

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

**DRAFT MEETING MINUTES** WDB 1-18 Motion to accept May 21, 2018 minutes as read. Motion by: Chasity Schmelzenbach; Second By: Jeff White. Motion passed.

WDB Chair asked for everyone to introduce themselves.

**GUEST SPEAKER** Lee Ann Wainwright, Policy, Government & Public Affairs Advisor, Chevron – Shale presentation. Additional guests DeAnn Cummings and Tina Rush. Lee Ann is also Co-Chair of the Tri-State Energy and Advanced Manufacturing (TEAM) Consortium, in this capacity she provided an overview of the potential labor and energy growth of the region. This ties to our regional plan energy sector focus.

Pages 21-26 of SEO Sector Strategy Report was provided on overhead as a reference to pathways to careers in various fields, energy was specifically addressed as a need to work with our educational and economic development partners to grow to meet the evolving needs.

**WIOA AREA #15 ACTIVITIES**

Expenditures as of 6/30/18 presented and discussed. With the additional outreach postcards (shared) to be mailed, we anticipate the increase in dislocated worker expenditures.

Performance Report for WIOA PY17 3rd Quarter presented and discussed. Preliminary 4<sup>th</sup> Quarter report (displayed on overhead) came out this week but was not presented as a handout. Measures have improved and updates can be made by the program operators in OWCMS through August 10th.

Funds transfers

- Monroe CDJFS agreed to give \$40K WIOA DW funds to Washington County **WDB 2-18 Motion to approve the transfer as describe. Motion by: Ann Block; Second by: Allen Fraley. Motion passed.**

Policies - Item skipped due to the need to move to old business and then there was not a quorum after the conclusion of that motion. **Tabled until next meeting.**

- Revisions to OVERPL 5-15 Supportive Services-mileage: chart removed; \$.30 per mile; job search: \$5 upfront w/ 3 interviews/appl; \$5 end w/proof; employment: gas money for one month with documentation (pending State approval)
- OVERWIOAPL 15-23 -Incumbent Worker Training Policy Guidelines discussion

One-Stop counts April - June 2018, prepared by OVER were presented.

**WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES**

Regional Workforce Plan Update - Southeast Ohio Sector Strategy full report compiled by RFG Associates Inc.

can be found at [https://dk-media.s3.amazonaws.com/media/111c5/downloads/338732/SEO\\_Sector\\_Strategy\\_Report\\_Plan\\_7\\_20.pdf](https://dk-media.s3.amazonaws.com/media/111c5/downloads/338732/SEO_Sector_Strategy_Report_Plan_7_20.pdf)

Revisions to Area 15 One-Stop MOU Budget/Washington County DJFS (Handout #5) – ODJFS state staff went from 5 to 2; added Aspire and Senior Employment at minimum requirement – Item skipped due to the need to move to old business and then there was not a quorum after the conclusion of that motion. **Tabled until next meeting.**

Disaster Grant, 6/1/18-5/31/19 (Area level complete applications are due to State August 10, 2018)

- Monroe County has withdrawn from grant
- Addition of Morgan County to the grant; Morgan requested to subcontract with CAP; will do subcontract at OVER level to expedite information flow and funding.

**WDB 3-18 Motion to approve the addition of Morgan County to the NEG-30 Disaster grant and to subcontract with Washington Morgan CAP agency. Motion by: Connie Shriver; Second by: Chasity Schmelzenbach. Motion passed.**

Informational Business Cards for Board Members distributed to WDB members. Misty Wells suggested to have a Board member orientation.

Commissioner Feathers arrived at 10:00.

**OLD BUSINESS** to begin at 10:00.

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

Presentations by:

- Commissioner Report –Commissioner Feathers spoke and then dismissed himself from the meeting.
- David Brightbill, Executive Director, Washington/Morgan CAP Agency
- Flite Freimann, Director, Washington County DJFS

Sherri Becker departed at 10:32.

**WDB 4-18 Motion to go into Executive Session at 11:16 am to discuss the possibilities of the location/operator of the Adult/Dislocated Worker programs after the presentations. Motion by: Chasity Schmelzenbach; Second by: Tony Huffman. Roll Call. Motion passed.**

**WDB 5-18 Motion to conclude Executive Session at 11:52 am. Motion by: Chasity Schmelzenbach; Second by: Pamela Lankford. Roll Call. Motion passed.**

**WDB 6-18 Motion to split the Adult/Dislocated Worker program allocations for this current program year through June 30, 2019 between Washington Morgan CAP Agency and Washington County DJFS and allow both agencies to run the program with an agreed upon matrix in the contract with specific measures to be looked at by the WDB at the end of the Program Year to see how agencies respond and clientele are served. Motion By: Tony Huffman; Second By: Chasity Schmelzenbach. Motion passed by 6 to 4 roll call vote.**

**ITEMS FOR NEXT MEETING** were not discussed.

WDB suggestions

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

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

**ADJOURNMENT** WDB 7-18 Motion to adjourn. Motion by: Chasity Schmelzenbach; Second by: Ann Block. Motion passed.

Approved By: Helman Grayson

WDB Chair or Vice Chair

Date: 8/28/2018