

**NOVEMBER 5, 2018 – 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          | Connie Shriver, Area Wide        |
| Ann Block, Monroe County           | Tony Huffman, Area Wide          |
| Herman Gray, Jr., Noble County     | Stephen Carson, Area Wide        |
| Jennifer White, Washington County  | Travis Stewart, Area Wide        |
| Sherri Becker, Washington County   | Troy Ferrell, Area Wide          |
| Pamela Lankford, Washington County |                                  |

**Others in Attendance**

|   |                              |
|---|------------------------------|
| Rebecca Safko, Executive Director, OVER           | Michelle Hooper, OVER        |
| Bill Long, Monroe CDJFS                           | Chris Keylor, OVESC          |
| Ginger Bowen, Morgan CDJFS                        | Misty Wells, Noble CDJFS     |
| Michelle Brown, Washington CDJFS                  | Dawn Lucas, Washington CDJFS |
| Daryl Jones, Marietta Electrical JATC/IBEW LU 972 |                              |

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

**DRAFT MEETING MINUTES**—WDB Motion 15-18 to accept August 28, 2019 minutes as presented. Motion by: Jeff White; Second by: Ann Block. Motion passed.

**WDB Motion 16-18 to amend previous WDB Motion 15-18 noting the ODJFS state staff went from 5 to 3 at the One-Stop in Washington County instead of 2 printed on original minutes. Motion by: Stephen Carson; Second by: Ann Block. Motion passed.**

**SPEAKER**-*Careers in My Community* presented by Chris Keylor, Superintendent of the Ohio Valley Educational Service Center presented information located on the website [www.careersinmycommunity.org](http://www.careersinmycommunity.org)

**CONFLICT OF INTEREST FORMS TO BE SIGNED FOR PY18** Board Members reminded that these need completed and returned for this program year.

**WIOA AREA #15 ACTIVITIES**

- Expenditures as of 9/30/18 were presented in detail by county and read in total per the handout.

Stephen Carson inquired as to the transition of the Adult/DW programs to WCDJFS. Rebecca and Michelle Brown have reached out jointly to Washington/Morgan CAP for assistance. Transition seems to be going well with current participants. Washington County case worker went to Noble County for assistance. CCMEP case worker, Peggy McElfresh, took the Adult/DW case worker position at WCDJFS.

- Performance Report for WIOA PY17 Final was presented and discussed. The area exceeded the DOL implemented performance measures but will continue to work on effectiveness serving employers: retention which can be a negative outcome if the customer moves to a better opportunity between 2<sup>nd</sup> and 4<sup>th</sup> Q because it tracks retention with the same employer. This was discussed and felt that alternate measures should be discussed with the state. Rebecca stated the State WDB is lobbying for better ways to track the measure. The low youth wage was also discussed.
- Youth PY16 % review – The WDB was reminded of the out of school 75% expenditure requirement and the 20% work experience requirement. The State waiver of the YOS was discussed and shared with the group that the WIOA program alone did not meet the 75% but did using the waiver. PY17 progress was also reviewed, while we still have approximately ½ of PY17 to expend; we need to be mindful of the requirements. What was considered work experience was discussed.
- One-Stop counts July- Sept. 2018, prepared by OVER were discussed, the kiosk system tracks the activity reported. Visits were up from prior quarter while referrals were down.
- CDL Job Fair to be held November 14<sup>th</sup> from 7:00am-5:00pm at the Noble County Fairgrounds

- Community Center. Inviting Area Employers, Trainers and Job Seekers.
- Roger Blouin has resigned as a member of the Board. We wish him well in his retirement.
  - Please welcome new member, Daryl Jones, Training Director of the Marietta Electrical JATC, who will be Roger's replacement on the Board. Troy Ferrell introduced Mr. Jones. Mr. Jones discussed his position and interest in joining the Board.
  - National Apprenticeship Week November 12-18. A letter was received by OVER and there will be an Open House on November 14<sup>th</sup> from 5-7pm at the Marietta Electrical Training Alliance training facility at 27754 State Route 7, Marietta, OH. Rebecca and Herman plan to attend.

**WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES**

- Disaster Grant Update was presented to show a more detailed description of the grant based on the full grant, as opposed to the incremental funding on the expenditure handout. Quarterly budget and participants also are detailed.
- Phase II Certification-Committee volunteers needed. Certification for the OMJ Centers was explained. The Operators will be looking over the list and gathering together what is required. Connie Shriver discussed that last time, the committee visited all 4 sites and it was a very good experience to see the facilities. **WDB Motion 17-18 to appoint Connie Shriver (Area-Morgan), Ann Block (Monroe), Tony Huffman (Area-Washington) and either Chasity Schmelzenbach or Allen Fraley (Noble) to the Phase II Certification Committee. Motion by: Sherri Becker; Second by: Stephen Carson. Motion passed.**
- Monroe, Morgan and Noble Library MOUs-same language as Washington. Except Noble had to insert language that either party could request in writing for their agreement to be terminated. Misty discussed Caldwell Public Library's concern that the State would end up forcing them to perform the one-stop services. **WDB Motion 18-18 to accept the Library MOUs. Motion by: Connie Shriver; Second by: Tony Huffman. Motion passed.**
- Partner updates Tony Huffman discussed the programs at the WCCC-Adult Technical Training Center. He also discussed the 100K Regional Job Training Scholarship that is available and qualifications.
- Regional Plan Modification-New or original committee? A modification will need to be completed which is due January 31, 2019 to note the change in program operator for the Adult/Dislocated Worker programs in Washington County. This will need to be discussed in Nov/Dec. Steve Carson, Connie Shriver and Travis Stewart discussed that they will get together with Rebecca via teleconference.

**OLD BUSINESS**

- Board Meeting Structure/Survey Results presented by Ann Block. Discussion held. **WDB Motion 19-18 for no change to the WDB meeting structure. Motion by: Tony Huffman; Second by: Steve Carson. Motion passed.**
- WDB Bylaws for Review (revision: quorum/proxy) and motion next meeting. Discussion was held to add a written notification of proxy in the bylaws, as well as, a majority of the current membership is required for quorum including at least 2 counties represented. In addition, language needs inserted regarding attendance of board members-if a board member misses 3 meetings in a row, they will be sent a letter inquiring if they wish to continue as a member on the board. Lastly, language needs inserted that a member of the State Board can also be a member of the local board.
- Orientation Packet for new members was discussed and OVER will be working on a written packet. The orientation will be held for new/current members wishing to attend on February 4, 2019 from 11:00-noon (between the next WDB and COG meetings).

**ITEMS FOR NEXT MEETING**

- WDB suggestions-Board requested no speaker for next meeting.
- Southeast Ohio Sector Strategy final report presentation – Rob Guentter, RFG Associates, Inc. was not discussed.

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

**ADJOURNMENT** WDB Motion 20-18 to adjourn. Motion by: Stephen Carson; Second by: Ann Block. Motion passed.

Approved By:

Herman Gray  
WDB Chair or Vice Chair

Date:

2/4/2019