



**OHIO VALLEY EMPLOYMENT RESOURCE
COUNCIL OF GOVERNMENTS MEETING**

**TY MOORE, COG CHAIR
JAMES BOOTH, COG VICE-CHAIR
REBECCA SAFKO, EXECUTIVE DIRECTOR**

**MEETING
MAY 1, 2023 – NOON
LORI'S RESTAURANT, CALDWELL, OHIO**

VIRTUAL MEETING OPTIONS:

**Dial-in number (US): (202) 926-1127
Access code: 265562#**

Join: <https://join.freeconferencecall.com/rsafko4>

Minutes

Attendance:

Diane Burkhart, Monroe County Commissioner
Mick Schumacher, Monroe County Commissioner
Bill Bolon, Monroe County Commissioner
Richard Welsh, Morgan County Commissioner
Cecil Mayle, Morgan County Commissioner

Ty Moore, Noble County Commissioner
Gary Saling, Noble County Commissioner
Allen Fraley, Noble County Commissioner
Charles Schilling, Washington County Commissioner
Kevin Ritter, Washington County Commissioner

Others in Attendance:

Rebecca Safko, Executive Director, Ohio Valley Employment Resource
Michelle Hooper, Grants Assistant, Ohio Valley Employment Resource
Janell Comstock, Grants Coordinator, Ohio Valley Employment Resource
Jeanette Schwall, Director, Monroe County Department of Job & Family Services
Mindy Lowe, Director, Noble County Department of Job & Family Services
Lori Byrne, State Workforce Manager, Transfr VR
Kristin Rosenburg, Customer Success Manager, Transfr VR

THE PLEDGE OF ALLEGIANCE TO THE FLAG started the meeting, led by COG Chair, Ty Moore.

REMINDER: IN DEMAND EVENT BEING HELD TODAY 10am-3pm at the Noble County Community Building behind McDonald's – 5 schools RSVP'd for 325 students.

INTRODUCTIONS: Transfr VR – Lori Byrne, State Workforce Manager, and Kristin Rosenburg, Customer Success Manager presented on usage to date and projected improvements.

Executive Session requested at 12:19 for Personnel-Compensation; **COG Motion 18-22 for Executive Session to start. Motion by: Kevin Ritter; Second by Charles Schilling: Motion passed. Roll call unanimous.**

Executive Session requested at 12:31 for Personnel- Compensation; **COG Motion 19-22 for Executive Session to end. Motion by: Kevin Ritter; Second by Allen Fraley: Motion passed. Roll call unanimous.**

Request for COG to meet with Workforce Development Board-Personnel Subcommittee on Monday, May 22, 1PM at Noble County Department of Job & Family Services.

DRAFT MEETING MINUTES – February 6, 20223, Draft (Handout #1) **COG Motion 20-22 to accept the minutes with Commissioner Fraley not Commissioner Peoples correction. Motion by: Bill Bolon; Second by Kevin Ritter: Motion passed.**

ELECTION OF OFFICERS

- Bylaws require annual election of officers, 7/1/23-6/30/24. Nominations from the floor

COG Chair **COG Motion 21-22 to accept nomination of: James Booth as Chair and appoint. Motion by: Charles Schilling; Second by Kevin Ritter: Motion passed.**

COG Vice-Chair **COG Motion 22-22 to accept nomination of: Allen Fraley as Vice Chair and appoint. Motion by: Ty Moore; Second by Charles Schilling: Motion passed.**

WORKFORCE DEVELOPMENT BOARD MEMBERS TERMS EXPIRING 6/30/2023.

- Monroe-Jeff White
- Morgan-Michele Blackburn and Laurene Huffman
- Noble-Herman Gray, Jr.
- Washington-Jennifer White and Nathan Lord
- Area Wide-Jeff Smith

Re-appointments are for a two-year term; 7/1/2023-6/30/2025 **COG Motion 23-22 to re- appoint: White; Huffman; White; Lord and Smith (all above, excluding Blackburn and Gray). Motion by: Charles Schilling; Second by Kevin Ritter: Motion passed.**

Jesse Roush elected to resign from the board. Discussion on appointing Chuck Warner, International Converter for Noble and Wendy Elliott as replacement for Jesse Roush. Confusion on if Herman Gray, Jr. wanted to resign from the WDB or just as chair of WDB.

WIOA AREA #15 ACTIVITIES

- OVER Expenditures as of 3/31/23 and Budget 7/1/23-6/30/24 (Handout #2) **COG Motion 24-22 to accept the budget changes for 7/1/22-6/30/23 and proposed budget for 7/1/23-6/30/24. Motion by: Bill Bolon; Second by Diane Burkhardt: Motion passed.**
- Area 15 Expenditures as of 3/31/23 were presented and discussed. Appears the area will be fully spent of adult and youth carryover, if transfers identified on handout #4 are passed.
- Audit – 7/1/21-6/30/22, completed; full audit can be viewed and downloaded from: <https://ohioauditor.gov/auditsearch/results.aspx>; low risk auditee; no reportable conditions in audit. The management letter recommended a company credit card – this recommendation was discussed and decided against. GASB 68 and 75 amortization adjustments were needed and monitoring of subrecipients was not done timely. A schedule is being tracked to ensure all monitoring is completed by 6/30/23.
- Cost Allocation Plan:
Revision to 7/1/21-6/30/23 – 2 years – Department of Labor is the cognizant entity. During DOL’s review of the cost allocation plan in January 2023; DOL cost negotiator requested that all employee hours be included in the overall (Z) cost pool. As the cost allocation plan was originally written and approved, the Z pool would just include Michelle H and Rebecca since they “touched” all grants and a separate pool created for Janell/Stephanie. DOL stated that this adjustment could be made based on 12-month program year, all staff hours for program year 21-22; and then six months cumulative for July- December 2022= 1/2 this program year, all staff hours for those prior 6 months, then monthly for the remainder of this program year. The second (Y) pool would continue to be used through 6/30/23.
Cost Allocation Plan 7/1/23-forward will still include all staff hours in the Z pool and the Y pool will cease to be used – the DOL cost negotiator stated that the increased work was not worth the benefit.
- **COG Motion 25-22 to accept the cost allocation changes as written by DOL for 7/1/21-6/30/23 and proposed change of removing the Y pool for 7/1/23-6/30/24. Motion by: Charles Schilling; Second by Allen Fraley: Motion passed.**
- The state is currently doing a 2–year program monitoring focused on Monroe County – no report currently.
- Transfer of Funds as identified on Handout #4 and included in the Area 15 expenditure report. **COG Motion 26-22 to accept the transfers. Motion by: Bill Bolon; Second by Charles Schilling: Motion passed.**
- WIOA PY22 Q2 Unadjusted Performance Report was presented and discussed.
- One-Stop Activities and One-Stop Operator Reports, January-March 2023, were presented and discussed.
- Partner & Resource Room Updates were summarized.

WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES

- Regional Plan-we notified everyone that it was out for comment, advertised in the newspapers and hosted an employer meeting, no comments for improvement received. Plan can be located at [Workforce Region | over](#)

(omj15.com) or [547aed_96d14fa1b5044a7684f17188623273dd.pdf](https://www.ohio.gov/documents/asset_96d14fa1b5044a7684f17188623273dd.pdf) (omj15.com)

- **COG Motion 27-22 to sign and submit the plan to the state. Motion by Kevin Ritter; Second by Charles Schilling: Motion passed.**
- **State Subgrant Agreement 7/1/23-6/30/25 COG Motion 28-22 to sign the 2-year state subgrant, pending no revisions needed by the Executive Director. Motion by: Charles Schilling; Second by Kevin Ritter: Motion passed.**
- **Data Share Agreement 10/1/23-9/30/25 COG Motion 29-22 to sign the 2-year data share agreement, pending no revisions needed by the Executive Director. Motion by: Allen Fraley; Second by Gary Saling: Motion passed.**
- **Extension of the One-Stop Operator Consortium led by WCDJFS COG Motion 30-22 to extend the One-Stop Operator Consortium led by WCDJFS. Motion by Kevin Ritter; Second by Charles Schilling: Motion passed.**
- **MOU approval (Handout #8) COG Motion 31-22 to sign the MOU as presented or revised, pending mutual agreement by all paying parties. Motion by Kevin Ritter; Second by Gary Saling: Motion passed.**
 - Certification Committee to recertify Morgan-OMJ's new location in May.
 - Washington-OMJ will also need to recertify once moved to Third Street location.
- **Fresh Start Opioid Grant with Buckeye Hills Regional Council is pending Buckeye Hills' response.**
- **Monitoring Review**

Subrecipient	Monitoring Date(s)	Completion Date	Report Due (30 days after)	Letter Dated	30 days Corrective Action	10 days date of acceptance of Corr. Act.
Buckeye Hills RC	2/16/2023	3/7/2023	3/16/2023	3/16/2023		
Noble	2/21, 2/23, 3/2, 3/23, 3/28	3/28/23	4/28/2023			
Monroe	3/27, 4/3, 4/10, 5/9	in process				
Washington	not scheduled					
Morgan	not scheduled					

- **Subgrant of the WIOA adult and DW programs and youth case management and 4 elements that do not require procurement: occupational skill training, supportive services, follow-up and labor market and employment information for 7/1/23-6/30/24. COG Motion 32-22 to extend based on successful performance – new funding to be allocated when provided by the state. Motion by Kevin Ritter; Second by Charles Schilling: Motion passed.**
- **Youth Elements for PY 2023 approval**
 - Contracts to be renewed/new contracts were presented as Handout #9
 - And RFP for County identified need of youth elements for PY 2023
 - And Standing RFP for youth elements
 - Miniature Golf Construction RFP, deadline May 15th **COG Motion 33-22 to issue the RFPs identified above. Motion by Bill Bolon; Second by Charles Schilling: Motion passed.**
- **Career Pathway Navigator Pilot – Washington County – 1 individual as a contract under WCDJFS via subgrant agreement with Ohio Valley educational service center.**
- **Business Outreach**
 - **COG Motion 34-22 to submit for BRN funding for June 2023 through June 2024 to include a full time Business rep, social media intern, outreach events and supervision/allocated costs to support the activities. Motion by Mick Schumacher; Second by Bill Bolon: Motion passed. Discussion was had on the need for business outreach in all counties, but not the need for a career pathway navigator due to similar projects in other counties.**
 - IWTs – schools can be considered for training/not considered government; government entities can be considered, except for us.
- **Incumbent Worker Trainings (IWTs) projects presented at the 5/1/23 WDB meeting totaling \$5,338.50.**

WIOA Agency	Company	Training	Credential	# to be trained	Cost	WIOA Share of Cost
Washington CDJFS	Thermo Fisher Scientific	CDL Truck Driver	WCCC	2	10,677.00	\$5,338.50

- Policy updates (Handout #10)
 - Youth Incentives
 - Youth Eligibility regarding disability and self-attestation
- **COG Motion 35-22 to approve the Youth Incentives and Youth Eligibility policy changes. Motion by Allen Fraley; Second by Bill Bolon: Motion passed.**
 - Incumbent Worker Trainings-state clarification that schools are not considered government; therefore, IWTs can be done with schools.
- ARC Planning Grant **COG Motion 36-22 to approve submission of the ARC Planning Grant focused on IT. Motion by Charles Schilling; Second by: Kevin Ritter. Motion passed.**
- VR Headsets **COG Motion 37-22 to approve extending VR Headsets agreement as expiring funding permits. Motion by Diane Burkhardt; Second by Bill Bolon. Motion passed.**
- Building a Future-Ready Workforce Grant
 - JASON Learning Implementation Status Report for March (emailed only) – No questions arose.
 - Conference this year to be held at WCCC, August 8-9, 2023.

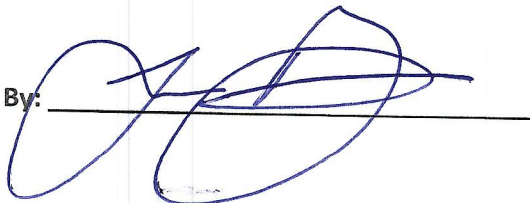
ITEMS FOR NEXT MEETING – none presented for the next regular COG meeting.

FUTURE MEETING DATES:

Mondays, 8/7/23 changed to 8/8 11:30 at WCCC in conjunction with the JASON Conference and 11/6/23 at noon at Lori's Restaurant.

ADJOURNMENT: COG Motion 38-22 to adjourn. Motion: Kevin Ritter; second: Mick Schumacher; motion passed.

Approved By: _____



Date: _____

8/8/23