



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

**ALLEN FRALEY, COG CHAIR
CECIL MAYLE, COG VICE-CHAIR
REBECCA SAFKO, EXEC. DIRECTOR.
JANELL COMSTOCK, PROGRAM ADMIN**

**MEETING
MARCH 11TH, 2025 – NOON
LORI'S RESTAURANT, CALDWELL, OHIO**

MINUTES

COG Attendance:

James Booth, Washington County
Cecil Mayle, Morgan County
Allen Fraley, Noble County

Others in Attendance:

Rebecca Safko, Fiscal Administrator, OVER
Janell Comstock, Program Administrator, OVER

THE PLEDGE OF ALLEGIANCE TO THE FLAG was led by Board Chair Allen Fraley.

A general discussion of area workforce progress and upcoming outreach events was held, including the resignation of Melissa, need for replacement and discussion of placement options.

COG Motion 29-24 for EXECUTIVE SESSION for personnel: employment/hiring and compensation at 12:04; Motion: James Booth; second: Cecil Mayle; roll call: all approved.

COG Motion 30-24 to leave EXECUTIVE SESSION for personnel employment/hiring and compensation at 12:42; Motion: James Booth; second: Cecil Mayle; roll call: all approved.

COG Motion 31-24 to advertise for a Fiscal Manager – range \$20 to \$23; Motion: James Booth; second: Cecil Mayle; motion passed.

COG Motion 32-24 to approve the following pay rates and titles with no OVER staff COLA raises till at least May 2026 Effective next pay cycle.:

Staff	Current position	New Position/Title	Current Salary	increase	New Salary
Stephanie Schott	Career Advisor	Program Coordinator	\$ 21.50	\$ 2.00	\$ 23.50
Michelle Finch	RESEA Specialist	Program Specialist	\$ 18.50	\$ 2.50	\$ 21.00
Marie Schafer	Career Advisor		\$ 17.50	\$ 2.00	\$ 19.50
Barb Reischman	Business Outreach Specialist		\$ 18.50	\$ 1.00	\$ 19.50
Robert Lumbatis	UI CSR		\$ 17.50	\$ 1.50	\$ 19.00
Kristin Matheny	UI CSR		\$ 17.50	\$ 1.50	\$ 19.00
Dawn White	UI CSR		\$ 17.50	\$ 1.50	\$ 19.00
Carolea Delong	UI CSR		\$ 17.50	\$ 1.50	\$ 19.00

Motion: James Booth; second: Cecil Mayle; motion passed.

Discussion of proposed Contract for one office space including utilities and ability to use conf/training annex, with SEO Library on the outskirts of Caldwell because of the central location within the area and ability to host meetings. \$500 a month; through 6/30/25 with 2 one-year renewal options. Proposed lease was made available for review.

COG Motion. 24 to approval signing lease for one office space including utilities and ability to use conf/training annex, with SEO Library; Motion: James Booth; second: Cecil Mayle; motion passed.

The draft audit and management letter were shared with the board for decision on exit conference. The management letter focused on high travel expenses via employee reimbursement and the recommendations for a company credit card and virtual meetings when possible. The board decided to waive the exit conference. The audit was clean with no findings.

Discussion on progress with obtaining a credit card based on prior motion.

COG Motion 34-24 to apply/inquire with Huntington Bank-Marietta, based on successful past county experience; Motion: James Booth; second: Cecil Mayle; motion passed.

FUTURE MEETING DATES: Mondays, 5/5/25, 8/4/25, 11/3/25 at noon at Lori's Restaurant.

COG Motion 35-24 to adjourn; Motion: James Booth; second: Cecil Mayle; motion passed.

Approved By: 
COG Chair or Vice-Chair

Date: 