

**NORTHEAST OHIO CONSORTIUM ("NOC")
COUNCIL OF GOVERNMENTS
MEETING MINUTES**

August 1, 2018
1:30 p.m.

OMJ CENTER – Portage
253 South Chestnut Street
Ravenna, Ohio 44266

MEMBERS PRESENT: Commissioner Casey Kozlowski
 Commissioner Sabrina Christian-Bennett
 Commissioner Walter "Skip" Claypool

OTHERS IN ATTENDANCE: Margo Reda (OMJ- GC), Patrick Arcaro (ACDJFS-Director),
 Ron Smith (ACDJFS), Hattie Grubke-Barnard (OMJ-AC),
 Kellijo Jeffries (PCJFS-Director), Brian Boykin (PCJFS),
 Sue Brannon (PCDJFS), Angel Brandner (PCJFS), Mandy
 Berardinelli (OMJ-PC), Craig Sernik (Area 19-Director),
 Michelle Laveck (Area 19), Denise Gehring (Area 19).

Mr. Kozlowski called the meeting to order at 1:46 p.m.

Minutes

Ms. Christian-Bennett moved to approve the minutes from June 25, 2018 meeting

Administrative Report

Mr. Sernik reported on the following items.

- *Contracts.* The adult and dislocated worker contract first drafts have been completed. The JobsOhio agreement has been received back fully executed.
- *Business Advisory Committees for School Boards.* The OMJ Ashtabula is working with ESC with forming a Business Advisory Council (BAC). Three BACs have been formed in Geauga and the OMJ Geauga has asked that workforce be a voting representative on each BAC. Because the schools in Portage use other ESCs the OMJ Portage outreached to all Portage school systems to let them know they can assist with the setting up of their BACs and/or to support them.
- *Recertification of Area 19 WDB.* Area 19 will need at least two of the four Portage business representative vacancies filled to recertify the WDB in October.

Fiscal Report

Ms. Laveck reported she is still working with Harmony, ODJFS monitor, on last year's monitoring. The MOU for PY2017-2018 has ended as of June 30, 2018.

Old Business

- *Policy Updates.*

- o *Policy B-04 Youth Supportive Services.* Changes made are on Page 6 of 10, noting on paragraph F., 7, clarification that TANF funds may not be used for medical and Section 4, page 8, references medical can be done for WIOA and the last page now reads the Help Line as WIOAQNA.

Mr. Claypool moved to adopt Policy B-04 Youth Supportive Services as presented. Ms. Christian-Bennett seconded the motion which was approved by all members present.

- o *Policy B-05 Youth Incentive and Stipend.* This policy speaks to gift cards verbiage has been added to page 3, b. Incentives, second and third paragraphs are the only changes to the policy.

Mr. Claypool moved to adopt Policy B-05 Youth Incentive and Stipend as presented. Ms. Christian-Bennett seconded the motion which was approved by all members present.

- o *Policy B-01 Youth Eligibility* will be presented to the board at the September meeting.
- *Discussion regarding Ashtabula BRN Contract.* The plan is to utilize \$15,000 in WIOA adult/dislocated worker program dollars with the Ashtabula County Commissioners providing an additional \$10,000 for a one-year contract only. Upon execution of the motion a letter will go out that will be drafted by Mr. Sernik and signed jointly by Growth Partnership and the Ashtabula County Commissioners. This will be one contract between Growth Partnership and Area 19 plus the Ashtabula County Commissioners.

Ms. Christian-Bennett moved to approve a contract for BRN A.E. services with Growth Partnership for Ashtabula County in the amount not to exceed \$25,000 of which \$15,000.00 will be federal WIOA grant program funding and \$10,000.00 in Ashtabula County funding.

- *Ashtabula Adult and D.W. Contract Budget Amendment.* Ashtabula adult and dislocated worker funds of \$59,000 were kept in reserve. They would now like to take \$30,000 of the reserve and add it to their programing budget increasing the line item budget ITA and the remaining \$14,000 would be taken up after the grants close.

Ms. Christian-Bennett moved to amend the Ashtabula County Budget for PY2018-2019 to reflect a move of \$30,000 in reserve to be moved to the Individual Training Account line item budget. Mr. Kozlowski seconded the motion. Discussion commenced. Discussion concluded.

Ms. Christian-Bennett moved to redact the motion to amend the Ashtabula County Budget for PY2018-2019 to reflect a move of \$30,000 in reserve to the Individual Training Account line item budget. Mr. Kozlowski seconded the motion which was approved by all members present.

Ms. Christian-Bennett moved to amend program services to add \$40,000 for Individual Training Accounts increasing the ITA line item budget to that of \$90,000. Mr. Claypool seconded the motion which was approved by all members present.

- Geauga's Youth Contract. Mr. Sernik explained OhioGuidestone-Geauga County is in need of flexibility with moving their money around within their contract and also need additional WIOA monies.

Mr. Claypool moved to Amend Ohio Guidestone CCMEP Youth Contract for period from October 1, 2017 to September 30, 2018, by providing an additional \$22,000.00 in WIOA CCMEP, to increase CCMEP contract amount from \$88,000.00 to \$110,000.00, with the additional \$22,000.00 provided for work experience programming. Ms. Christian-Bennett seconded the motion which was approved by all members present.

New Business

- *Workforce Development Board Membership.*

Re-appointment of current members:

Ms. Christian-Bennett moved to re-appoint the following current members of the Workforce Development Board whose terms expire August 2, 2018 to a new term of August 2, 2018 through August 2, 2020:

Ashtabula County

Richard L. Jackson, ASHTA Chemicals, Inc., (BUSINESS)

John R. Ringer, Wholesale Imprints Inc., (BUSINESS)

Portage County

Elizabeth M. Barry, Delta Systems, Inc., (BUSINESS)

Mr. Claypool seconded the motion which was approved by all member present.

Resignation of members:

Ms. Christian-Bennett moved to accept the resignations of Larry White and Trudy Cheney from the Area 19 Workforce Development Board. Mr. Claypool seconded the motion which was approved by all members present.

Mr. Sernik reported that the area is looking at holding an area policy training sometime in October a date is to be determined. CCMEP Youth contracts will be presented to the board for renewal in September for approval.

Ms. Jeffries, PCJFS Director, explained to the board their newly established internship for manufacturing to begin on August 6th and concluding end of December. Training on the manufacturing skills will be held at the OMJ Center Monday through Wednesday and then shadowing manufacturing on Thursday and Friday. The PCJFS incentive funds will subsidize the transportation with companies subsidizing the training. The cost is \$1300 per person for this certified program and so far 14 people in. All company HR people will meet at the OMJ Center to meet the program individuals.

Ms. Grubke-Barnard, OMJ-Ashtabula Center, reported approximately 200 of their youth found jobs on their own. Still have a waiting list of 100 plus.

Ms. Reda, OMJ-Geauga Center, reported manufacturers still need people and she has tried job fairs with limited success. Still doing the Job opportunity tours. Working with the jail again with inmates who are to be released this month or next. A new person was hired to assist the OMJ Center, Mandy Monroe. OMJ.com training will be held in September for businesses.

Ms. Christian-Bennett moved to go into Executive Session to discuss personnel compensation of employment with possible action to follow. Mr. Claypool seconded the motion which was approved by all members present.

Executive Session commenced at 2:56 p.m.

Mr. Claypool moved to conclude Executive Session. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Executive Session concluded at 3:16 p.m.

Mr. Claypool moved one resolution to offer up a 2 percent pay increase to the NOC COG staff as of July 1, 2018. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Public Comment Period
No public comments.

Ms. Christian-Bennett moved to adjourn the meeting. Mr. Claypool seconded the motion which was approved by all members present.

Meeting concluded at 3:18 p.m.

Minutes prepared by Denise Gehring.