

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

May 23, 2018
1:30 P.M.

OMJ-Ashtabula Center
2247 Lake Avenue, Conference Room #115
Ashtabula, Ohio 44004

MEMBERS PRESENT: Casey Kozlowski (Ashtabula County Commissioner)
Sabrina Christian-Bennett (Portage County Commissioner)
Walter "Skip" Claypool (Geauga County Commissioner)

MEMBERS ABSENT:

OTHERS IN ATTENDANCE: Margo Reda (OMJ-Geauga), Patrick Arcaro (ACDJFS-Director),
Dave Fish (OMJ-Ashtabula), Angel Brandner (PCJFS), Brian
Boykin (PCJFS), Craig Sernik (Area 19-Director), Denise Gehring
(Area 19).

Mr. Kozlowski called the meeting to order at 1:40 p.m.

Minutes

Mr. Claypool moved to approve the minutes from April 4, 2018 meeting. Ms. Christian-Bennett seconded the motion which was approved by all members present.

The next NOC COG Board meeting is scheduled to be held on Monday, June 25, 2018 at 12:00 p.m. meeting location is at the Geauga County Offices, 470 Center Street, Board of Health Meeting Room, Building #8, Chardon.

Administrative Report

Mr. Sernik reported the following items:

- *PY2017-2018 MOU.* All counties are tracking to be under budget and have expressed a need for upgrades in each of their OMJ Center Resource Rooms. Will propose to all partners that we take what is under budget and apply it to the Resource Room upgrades in each of the OMJ Centers. Ashtabula's current computers are 14 years aged, Geauga computers are 10 years aged, and Portage is in need of resource materials. Propose that the purchases occur before the end of June. Question was asked are each of the OMJ Centers purchasing separately or all together. Mr. Sernik responded each OMJ Center went through its own three quote process.
- *New MOU.* Looking to possibly place within the new MOU that if in the future any partner employee leaves that they would ask permission before automatically

replacing them and unless they can show an absolute need to replace person we would like the ability to roll back to one FTE. The state recommended Area 19 do another one year MOU and afterwards a two year to align with the state's biennium budget calendar.

- *Comprehensive Center.* ACDJFS has agreed to be the comprehensive center. PCDJFS has offered only if ACDJFS doesn't and if no additional partners due to limited space at their OMJ Center.
- *Contracts.* Currently in the process of negotiating the adult/dislocated worker and CCMEP youth contracts that end June 30, 2018 with the CDJFS'. The focus will be on WIOA staffing, ITAs, a small amount reserved for OJTs, and will ask each county to set aside a significant budget for IWT. Suggest each county to set aside seed money for future of workforce which is schooling. IWTs will have a budget set aside then July 1st the BRN Account Executives for each county will announce to all employers an open application process application and then each county scoring committee will review applications/budgets to determine what to award. Suggest after Craig Sernik works with counties to share with NOC COG Board before presenting to WDB. Looking to do a bridge extension for another quarter for the current CDJFS CCMEP Youth contracts in order to align with the October 1st schedule which is in line with the CCMEP TANF.
- *BRN Providers and Services.* It was agreed that the current two providers are good and not to bid. Working to reduce contract template and grant language, simplifying, with a focus on calls on employers. Had discussions with Geauga County Economic Development and they want to see the reduced contract first. The OMJ-Gauga Center is currently looking for a replacement for Michelle Piscopo. After they hire someone, we will sit down with the GCJFS Director and the Geauga County Commissioners to discuss BRN services going forward in Geauga County. A question was asked if BRN services were currently being administered in Geauga County. Mr. Sernik responded not now but in the upcoming program year.
- *Policy Re-Writes.* Policies currently being re-written are the IWT, ITA, youth supportive services, youth incentives, work experience, and follow-up.
- *OWIP.* The Directors Association and the Workforce Association are trying get the state to change OWIP to allow those who are receiving SNAP assistance those we take off of SNAP assistance to pay us the incentives.
- *WDB.* Currently have three vacancies on the WDB one for economic development representation for Geauga County and two business representations for Portage County. Tracy Jemison represented Geauga economic development has termed out and David Favorite was to be appointed as his replacement but David suggested waiting to see if the area enters into a contract with his entity before placing adding him as a representative. Mr. Claypool stated to go ahead and place Dave Favorite on the Workforce Board.

Mr. Claypool moved to appoint the following Geauga County nominated individual to the Workforce Development Board.

1) David Favorite (ECONOMIC DEVELOPMENT), Term Expires 5/24/2020.

Ms. Christian-Bennett seconded the motion which was approved by all members present.

- *Miscellaneous Items.* The state is requiring Area 19 to name an individual for Systems/Technology and Portage is to recommend Louis Feciuch and Carly VanZant to attend the meetings. A-Tech will present statewide at the July 12, 2018 CCMEP Lead Agency Mangers meeting.

Fiscal Report

Nothing to report.

Old Business

- *Library MOUs.*

Mr. Claypool moved to authorize Director to execute MOU between OhioMeansJobs Ashtabula and County Libraries. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Mr. Claypool moved to authorize Director to execute MOU between OhioMeansJobs Geauga and County Libraries. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Mr. Claypool moved to authorize Director to execute MOU between OhioMeansJobs Portage and County Libraries. Ms. Christian-Bennett seconded the motion which was approved by all members present.

- *Update Regarding Subsequent Area Certification vs. Re-Designation and Memorandum from ODJFS.* The state is still building a baseline for performance measures and will not go through the process of subsequent designation this year. And, unless the state receives a request for re-designation by July 15, 2018 then by default the area will be considered to have requested subsequent designation. If an area should choose re-designation they would follow WIOA Policy Letter 16-05. Re-designation can only occur on July 1st of the following year. The Area 19 intergovernmental agreement states that a county would need to opt out by December 31st afterwards getting everything else done by July 1st of the following year.

New Business

- *Area 19 Multi-Function Agreement.* The Board decided to table the motion to approve the Area 19 Multi-Function agreement until all members have reviewed the agreement.
- *Discussion Regarding Comprehensive OMJ Center.*
Ms. Christian-Bennett moved to approve Ashtabula County Job & Family Services as the Comprehensive OMJ Center for one year. Mr. Claypool seconded the motion which was approved by all members present.

- MOU with One-Stop Partners for 2018-2019 Program Year.
Ms. Christian-Bennett moved to approve the 2018-2019 Memorandum of Understanding (MOU) with Local Elected Officials (NOC COG Area 19), Area 19 WDB and One-Stop partners. Mr. Claypool seconded the motion which was approved by all members present.

Ms. Christian-Bennett moved to recommend that NOC COG Area 19 enter into an MOU with ODJFS for the purposes of cost sharing and providing services at each of the three Area 19 One-Stops for the 2018-2019 program year. Mr. Claypool seconded the motion which was approved by all members present.

Mr. Claypool moved to recommend that NOC COG Area 19 enter into an MOU with all One-Stop partners for the purposes of cost sharing and providing services at each of the three Area 19 One-Stops for the 2018-2019 program year. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Mr. Claypool moved to authorize the Executive Director to finalize Worksheet C, the One-Stop Operating budgets, following the written approval of the final draft of the same, by each One-Stop manager or each CDJFS fiscal officer. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Mr. Claypool moved to authorize Executive Director to secure signatures of all required parties/partners to the MOU and attachments, and to submit the same to ODJFS following receipt of all signatures. Ms. Christian-Bennett seconded the motion which was approved by all members present.

- *Allow for County Budget Transfers, if any.* There may be a need to swap to prevent return of monies to the state. If in closeout quarter, Geauga does not use all of their youth money suggest splitting between the other two counties.
Ms. Christian-Bennett moved Allowing for County Budget Transfers, if any. Mr. Claypool seconded the motion which was approved by all members present.
- *Discussion regarding BRN contracts and providers for County Account Executive Work for PY18.* Will wait a couple weeks to see who GCJFS will hire then meet with Geauga County Commissioners, GCJFS, and Geauga Economic Development group to determine if BRN services for Geauga should be done in-house by GCDJFS or by the Geauga Economic Development group.
- *Discussion regarding work to be done prior to and agenda at WDB meeting on June 25, 2018.* Currently working on the budgets for MOU/adult/dislocated worker and youth contracts, seven policies re-write, admin budget, and focusing on how we're going to move forward on big picture issues. Mr. Sernik stated schools are now required to form Business Advisory Councils; each school district is forming countywide Business Advisory Councils. We need to be at those tables to help shape policy and possibly bring budget to the table to suggest programming. We have reached out to the Educational Service Centers in Ashtabula and Geauga County.
- *Discussion regarding Future of Workforce Initiative, and plan to present the same to the WDB at June meeting.* The focus of workforce will be in phases with phase one to get

involved with the Business Advisory Councils, phase two tries to get the OMJ Center staff working with the schools to help them better develop their curriculum and build a connection between the schools and the employers. The final phase is employers employing high school juniors and seniors during summer months doing internships and seeking students when they graduate for employment.

Public Comment Period

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

Meeting concluded at 3:02 p.m.

Minutes prepared by Denise Gehring.