

**NORTHEAST OHIO CONSORTIUM (“NOC”)  
COUNCIL OF GOVERNMENTS  
MEETING MINUTES  
August 31, 2022  
9:30-AM**

Geauga County Offices, Meeting Room Suite A334  
12611 Ravenwood Drive,  
Chardon, Ohio 44024

MEMBERS PRESENT:                   Commissioner Sabrina Christian-Bennett  
                                          Commissioner Casey Kozlowski  
                                          Commissioner Jim Dvorak

MEMBERS ABSENT:

OTHERS IN ATTENDANCE:       Margo Reda (OMJ-Geauga), Andrea McGee (GCJFS), Alissa Drees (ACJFS), Hattie Grubke-Barnard (OMJ-Ashtabula), Sue Brannon (PCJFS), Angel Brandner (PCJFS), Patrick Arcaro (ACJFS-Director), Brian Boykin (PCJFS), Craig Sernik (Area 19 Director), Denise Gehring (Area 19).

Mr. Dvorak called the meeting to order at 9:48 a.m.

Minutes

**Mr. Kozlowski moved to approve the meeting Minutes from June 22, 2022, as presented. Ms. Christian-Bennett seconded the motion which was approved by all members present.**

Administrative Report

Mr. Sernik reported he attended the kickoff of the Appalachian Bill, currently doing the Certification of each of the OMJ-Centers and seeing an uptick of individuals coming into the OMJ Centers for tuition assistance.

Fiscal Report

*Review of Over-Under.* All three counties and the NOC COG will go into the new program year with two full years of money to spend.

*Discussion of Funds in Jeopardy of Being Returned to ODJFS.* Moves to maximize as little money to be sent back to the State will be from Ashtabula to Geauga and Portage. And possibly a move from Portage’s Special Grant to Geauga.

**Mr. Kozlowski moved to Authorize Area 19 Fiscal Agent to move excess funds liquidating in September of 2022, that would otherwise be returned to ODJFS, from Area 19 Sub-Areas that have not spent them to Area 19 Sub-Areas that can timely expend the same. Ms. Christian-Bennett seconded the motion which was approved by all members present.**

*Presentation of the Administrative Budget for PY 22.* Mr. Sernik reviewed the Administrative budget with those present. Discussion commenced. Discussion concluded. It was decided to zero out the Program Monitoring, Fiscal Monitoring, and Consultant/Special Projects budget line items. **Mr. Kozlowski moved to adopt the Administrative Budget for PY 22 with the amendment reflecting a zero out of Consultant/Special Project, Fiscal Monitor, and Program Monitor budget line items. Ms. Christian-Bennett seconded the motion which was approved by all members present.**

*NOC COG GAAP Conversion.*

**Mr. Kozlowski moved to approve a 1-year agreement with Local Government Services (LGS) to perform the GAAP Conversion for the NOC COG Office. Ms. Christian-Bennett seconded the motion which was approved by all members present.**

#### Reports of County OMJ Centers

*OMJ Ashtabula County.* Ms. Grubke reported the OMJ-Center approved in 5 ITAs in July and in August approved 10 ITAs (3 RNs, 1 electric/HVAC, 6 LPNs), and another five individuals who will begin school next week. Processed 25 youth applications in July and 50 in August, doing trauma-informed care training in October, 24 job orders in July with 15 employers, CCMEP only for July was at 121 individuals, RESEA for July had 7 individuals, and the three Manufacturing Camps were held. Annual data validation review was done by State. State Auditor visited the OMJ-Center to ask questions as to those entering into kiosk side of the CFIS system.

*OMJ Geauga County.* Mr. Reda reported the CCMEP Summer Program ended mid-August with a picnic, and in the fall will begin enhancing the career center and targeting end of December/January to have this accomplished.

*OMJ Portage County.* Mr. Boykin reported the Benefit Bridge is a pilot program to assist individuals transitioning from employment to self-sufficiency this is a six month program. The Manufacturing Internship Program was presented to the County Commissioners Association on August 25<sup>th</sup> and the certification of OMJ-Portage Center took place yesterday with one issue regarding some computer connectivity which is being addressed by IT. WIOA services had a total of 14 active ITAs, 120 universal customers served in July, 15 individuals referred to unemployment, 115 PRC applications received in July, 99 SNAP participants, and 41 OWF participants, and 90 youth engaged in the CCMEP program.

#### Old Business

*BRN Services.*

**Mr. Kozlowski moved to amend the Business Services Agreement with the Portage Development Board to a conclusion of the term of the agreement from August 31, 2022, to that of December 31, 2022, unless terminated earlier; and amend the amount of compensation available during the amended term to that of \$15,000.00. Ms. Christian-Bennett seconded the motion which was approved by all members present.**

## New Business

### *Staff Travel Reimbursement.*

**Mr. Kozlowski moved to approve to increase the NOC COG staff standard mileage rate for travel to the IRS approved reimbursement rate for employees (\$62.5 cents per mile which is the IRS mileage rate increase for the remainder of 2022). Ms. Christian-Bennett seconded the motion which was approved by all members present.**

### *WDB Membership.*

**Ms. Christian-Bennett moved to approve the Slate of Nominations for WDB membership:**

- **Gina M. Hofstetter, Geauga County Community & Economic Development, representing Economic Development for Geauga County;**
- **Dr. Angela Spalsbury, Kent State University-Geauga and Twinsburg Academic Center, representing Workforce Higher Education.**

**Mr. Kozlowski seconded the motion which was approved by all members present.**

### *WDB Membership Re-appointments.*

**Ms. Christian-Bennett moved to approve the Slate of Nominations for WDB membership:**

- **Monica Bricker-Thompson, Geauga Growth Partnership, Inc., Business for Geauga County;**
- **Ned Sherry, Kinetico, Inc., representing Business for Geauga County;**
- **Christian Klein, Company 119, representing Business for Geauga County;**
- **Anthony Lignetta, Mar-Bal, Inc., representing Business for Geauga County;**
- **Dawn Farrell, GMHA, representing Transportation/Housing/Public Assistance and/or Philanthropic Organizations;**
- **Michelle Bertman, Catholic Charities Community Services of Geauga County, representing Local Community Based Organization;**
- **Kelley Hollander, Viking Forge, representing Business for Portage.**

**Mr. Kozlowski seconded the motion which was approved by all members present.**

*Policy Changes.* Mr. Sernik reported a policy change is needed for the housing payment for individuals going away to school that is more than 50 miles away from where they live, we will provide housing reimbursement for them while they attend the training if they wish. Discussion commenced. Discussion concluded.

**Ms. Christian-Bennett moved to increase occupational skills training housing reimbursement from \$50 a day (\$1,000 lifetime) to \$125.00 a day, (\$5,000.00 lifetime).**

**Mr. Kozlowski seconded the motion which was approved by all members present.**

Mr. Sernik stated a lot of individuals are applying for Occupational Skills Training who are older than 25 years of age and are living at home with parents. Discussion commenced and discussion concluded.

**Ms. Christian-Bennett moved to amend Local Policy C-03 Area Self-Sufficiency to follow the State guidelines of 24 or younger include all household income but if 25 or older just their income only. Mr. Kozlowski seconded the motion which was approved by all members present.**

*Presentation on Performance Measures.* Mr. Sernik reviewed the Proposed Performance Measure handout with those present.

**Ms. Christian-Bennett moved to authorize the Area 19 Board Staff and the Area 19 CCMEP Lead Agencies to Counteroffer ODJFS' proposed PY22/23 performance measures with an alternative set of performance measures. Mr. Kozlowski seconded the motion which was approved by all members present.**

*Update on OMJ Center Certifications.*

**Mr. Kozlowski moved to authorize Area 19 to hire an outside consultant to complete the ADA survey/checklist required by ODJFS' Bureau of Civil Rights for the GCJFS public accommodation space including the OMJ Center, for a total cost of \$6,000.00, with Area 19's costs not to exceed \$3,000.00. Ms. Christian-Bennett seconded the motion which was approved by all members present.**

Public Comment

None.

Adjourn the Meeting

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

Meeting Adjourned at 10:45 a.m.

Minutes prepared by Denise Gehring.