

**NORTHEAST OHIO CONSORTIUM (“NOC”)
COUNCIL OF GOVERNMENTS
MEETING MINUTES
December 14, 2022
1:00-PM**

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

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

MEMBERS ABSENT:

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

Mr. Dvorak called the meeting to order at 1:10 p.m.

Minutes

Mr. Kozlowski moved to approve the meeting Minutes from November 16, 2022, as presented. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Administrative Report

Mr. Sernik reported all three centers have been compensated for the MOU One-Stop Partner that ended June 30, 2022 and all came in under budget. The MOU One-Stop Partner beginning July 1, 2022 was signed and approved by ODJFS with the first quarter invoiced and ready to compensate the three centers. Will have a discussion with Leadership Portage County to finalize their CCMEP contract. The PY21 Performance Measures have closed and in the Spring the feds will apply the regression model to all 15 performance measures. Because of the data integrity with the switch over from the old system to the new ARIES system the state is giving the area a pass but we may need to write an improvement plan but there will be no punitive actions for failing measures. A Rapid Response will be done for Plastpro located in Ashtabula County who will be laying off 50 employees.

Fiscal Report

Mr. Sernik reported Portage will need to move expenses from their newest RESEA grant to one of the older RESEA grants. Put the State on notice that our area is in need of additional Fresh Start money.

Mr. Kozlowski moved to table the motion to divide up the remaining \$35,000.00 of BRN grant unobligated funds.

A discussion will need to be held with each county fiscal and each provider regarding how much in additional youth funding they will need before asking the state for additional youth monies that would be for up until June 30th.

Reports of County OMJ Centers

OMJ Geauga County.

Ms. Reda reported will hold a job fair in January for the U.S. Census. Partnered with KSU-Geauga to do a Career Exploration event for high school students and opened up for adults looking for career changes. The event will be from 5:00 pm until 8:00 pm is an open house with 20 businesses present Geauga Growth Partnership is doing most of outreach to the schools and OMJ Center to the adult population. End of month asked to assist with mock interviews with Painesville City in Lake County. The RESEA program has become successful, CCMEP Job Club is now open to in county and out of county youth using a virtual platform.

OMJ Portage County.

Ms. Brannon reported the OMJ Center is going through staff turnover, did have three new staff begin work on Monday. Currently focusing on Christmas and foster children and any other children in family groups who are in need of toys.

OMJ Ashtabula County.

Ms. Grubke-Barnard reported RESEA had 11 appointments last week but down to four this week, met with KSU-AC to discuss with admissions and fiscal to discuss the WIOA program, will be going to local high school to assist with mock interviews, and ABAWD had 199 appointments in November.

Old Business

Review of completed ADA survey/checklist and WDB reports for OMJ Center Certifications.

Mr. Sernik reported a contract was awarded to 4-Points Architectural, LLC who performed and completed the ADA survey/checklist. The NOC COG received an invoice from 4-Points in the amount of \$7130.44 which is over the amount that was quoted. The contract with 4-Points does state that if they need to be paid more the contract would need to be amended. The final cost will be split between the NOC COG and GCJFS. Mr. Sernik reviewed the ADA Survey/Checklist handout with all those present. One last item the OMJ-Geauga Center needs is an updated Disaster Plan to cover their new building. Would like to have the OMJ Center Certifications into the State by the end of this month.

Mr. Kozlowski moved to submit the OMJ Center Certifications once approval is received from the ODJFS Bureau of Civil Rights and have an updated Disaster Plan and to authorize amending the 4-Points contract to pay up to an amount of \$7,200.00. Mr. Dvorak seconded the motion which was approved by all members present.

New Business

Report of review committee for the RFP issued for the provision of business services for Portage County.

Mr. Sernik reported put out the bid with only one proposal received from Portage Development Board. The bid was in line even though it was found that competition was inadequate because the total bid for 18 month period was for \$75,000 which is consistent with what they have charged historically and what the market would bare if competition was received. It was the recommendation of the committee to accept the inadequate competition recommend awarding of the contract the WDB authorized a \$75,000 budget for an 18 month period and accepting their newly quoted hourly rates of reimbursement.

Mr. Kozlowski moved to authorize the provision of \$75,000.00, in Adult, Dislocated Worker, Youth, Business Resource Network and/or Special Grant Funds, pursuant to the terms and conditions of a written agreement with Portage Development Board, to provide for the provision of business services to Portage County businesses, for the term beginning January 1, 2023 through June 30, 2024. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Review of recommended Supportive Services Policy. Consolidated the three supportive policies for adult, dislocated worker, and youth into one local policy.

Mr. Kozlowski moved to eliminate existing supportive services policies A-04 (Adult and Dislocated Worker), A-12 (Special Grants) and B-04 (CCMEP/Youth) and combine and consolidate them into a singular new supportive services policy C-12, which will go into effect January 1, 2023. The material amended changes made as part of the consolidation of policies are identified within handout. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Review of recommended Incumbent Worker Training Policy. The State recognized their policy says when doing managerial skills to require all the people receiving managerial skills training to receive a raise or a promotion. Area 19 will define managerial skills training by if and when the managerial training is more than \$4,000 per individual, then in that case, we would require proof of either a one-time bonus or a raise. And if non managerial training and more than \$4,000 then the committee on a case by case basis may require the same.

Mr. Kozlowski moved to amend the Incumbent Worker Training Policy, A-07, by identifying certain types of training which are not allowed, and defining when managerial skill and/or other skill trainings would or might require proof of a raise, with said changes becoming effective December 8, 2022. The material amended changes made to Policy A-07 are identified within handout. Ms. Christian-Bennett seconded the motion which was approved by all members present.

Public Comment

None.

Adjourn the Meeting

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

Meeting Adjourned at 2:30 p.m.

Minutes prepared by Denise Gehring.