

AREA 19 WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES
April 17, 2023
10:00 a.m.

Geauga County Offices, Meeting Room B167-B168
12611 Ravenwood Drive
Chardon, Ohio 44024

MEMBERS PRESENT: Monica Bricker-Thompson, Erick Davis, Mike DeLuke, Jonathan Forbes, Ryan Keegan, Phil Rath, Ned Sherry, Mark Trushell, Brad Ehrhart, Gregory King, Judith Barris, William Moore, Rose Dolance, Anthony Lignetta, David Flautt, Michelle Bertman, Dr. Angela Spalsbury, Lynn Hartman, Eladio Yenderrozos, Teresa Simons, Kelley Hollander, Dawn Farrell.

MEMBERS ABSENT: Christian Klein, Gina Hofstetter, Keith Wyatt, Scott Wludyga, Greg Myers, Joel Domino, Kenny Lohr, David Shea, Mark Frisone.

Others in Attendance: Hattie Grubke-Barnard (OMJ-Ashtabula), Angel Brandner (PCJFS), Mandy Minnick (OMJ-Portage), Patrick Arcaro (ACJFS-Director), Margo Reda (OMJ-Geauga), Kim Brown (OhioGuidestone), Sue Brannon (PCJFS), Jodi Clute (GCJFS), Andrew Kelner (Auburn Career Center), Dean Margaret Shadduck (KSU), Lique Coolen (KSU), Douglas Delahanty (KSU), Craig Sernik (Area 19 Director), Denise Gehring (Area 19).

Mr. Sherry called the meeting to order at 10:00 a.m.

Approval of Past Business

Approval of Minutes from December 7, 2022.

Mr. DeLuke moved to approve the Minutes from December 7, 2022 as presented. Mr. Davis seconded the motion which was approved by all members present.

Approval of Motions of the NOC COG since last meeting.

Motions approved by the NOC COG on Motions approved by the NOC COG Board on January 25, 2023.

Motion to approve the Area 19 Executive Director to submit an application to the State requesting \$394,000.00 additional youth funding.

Motion to amend the WIOA CCMEP Youth Agreement with Family & Community Services, Inc. for the period from October 1, 2022 to September 30, 2023, by changing the language to allow wages for work experience to be set between the required federal/state minimum wage and \$13.00 per hour, with actual wages to be set upon an agreed upon formula established by PCJFS, with

exceptions allowed on a case-by-case basis by the CCMEP case managers, with no work experience to exceed 40 hours a week.

Motion to transfer the remaining \$35,000.00 of BRN Grant unobligated budget funds to Portage County.

Motion to amend the WIOA CCMEP Youth Agreement with GCJFS for the period from April 1, 2022 to September 30, 2023, an increase of \$19,230.00 in WIOA funding, with their contract not to exceed \$35,000.00 in compensation.

Motion to amend the CCMEP OhioGuidestone for the period from April 1, 2022 through September 30, 2023, so that total compensation and Article Budgets are as follows:

TOTAL COMPENSATION

CCMEP TANF	\$320,000.00
Simply Summer	\$19,494.00
Regular TANF	\$58,838.61
CCMEP WIOA	<u>\$280,000.00</u>
Total	\$678,332.61

ARTICLE BUDGETS

Article 1	\$224,193.35	
WIOA		\$ 97,210.24
TANF		\$126,983.11
Article 2	\$301,325.41	
WIOA		\$116,529.67
TANF		\$106,463.13
Simply Summer		\$ 19,494.00
Regular TANF		\$ 58,838.61
Articles 3, 4, and 5	\$152,813.85	
WIOA		\$66,260.09
TANF		\$86,553.76

Motion to authorize the Area and OMJ Center Managers to enter into discussions in relation to hosting customer service technology at their centers.

Motion to accept the resignation of Andrew A. Juhola, Molded Fiber Glass Companies, represented Business for Ashtabula County, from Area 19 Workforce Development Board.

Motion moved to accept the resignation of Leslie Smetana, Geauga Mechanical, represented Business for Geauga County, from the Area 19 Workforce Development Board.

Motion to approve the Slate of Re-appointments to the Area 19 Workforce Board:

- Kenny Lohr, SpringSeal, representing Business for Portage County.
- Jonathan Forbes, ACMC, representing Business for Ashtabula County.

Motions approved by the NOC COG on Motions approved by the NOC COG Board on March 22, 2023.

Motion to approve one year agreement with Local Government Services (LGS) to perform the GAAP Conversion for the NOC COG Office.

Motion to approve the Slate of Nominations for WDB memberships with one clarification of Keith Webb pending the receipt of the 7 questions and a biography after receiving these documents approval to be placed on the board.

Those that have submitted the answers to the 7 questions and a biography

- a) Mark A. Trushell, Mantaline Corporation, Business for Portage County
- b) Phil Rath, Compass Packaging, Business for Portage County
- c) Rose Dolance, MAC LTT, Inc., Business for Portage County
- d) Ryan Keegan, Exscape Design LLC, Business for Geauga County
- e) Greg King, Plastpro, Business for Ashtabula County
- f) David Flautt, Edward Jones, Business for Ashtabula County
- g) Keith Wyatt, Grand River Rubber & Plastics, Business for Ashtabula County.

Those we are waiting to receive answers for the 7 questions and a biography:

- a) Keith Webb, SPIRE, Business for Ashtabula County

Mr. DeLuke moved to accept the motions of the NOC COG report from November 16, 2022. Mr. Davis seconded the motion which was approved by all members present.

Administrative and Fiscal Reports

Mr. Sernik reviewed the Administrative and Fiscal Report handout with all those present.

Reports of County OMJ Centers

OMJ Ashtabula County.

Ms. Grubke-Barnard reported received 11 job orders from 10 employers for the past month, collected 18 applications for the City of Ashtabula, the ASPIRE partner had in the month of March 126 individuals to do the high school equivalency, 19 individuals visited the OMJ Center in March, approved two adults for cdl training, and planning the Summer Manufacturing Camps to be held the week of July 10th, July 17th, and July 24th. The CCMEP program as of April 13th currently has 612 youth with 134 in follow-up, and doing mock interviewing in the schools with a number of job fairs coming up in the schools.

OMJ Portage County.

Ms. Minnick reported the Benefit Bridge Pilot program has 20 participants, working on expanding the Connections Program to the other units within the division, and currently working with Brad Ehrhart, Portage Development Board, with job fairs within the school districts. Looking at ways to connect SNAP E&T participants to WIOA, and currently working on a processing guide for all of the programs and services for newly hired staff. The Manufacturing Program is in its sixth cohort and has graduated seven participants. The first Re-entry Fair will be held at the OMJ Center on May 18th from noon until 4:00 p.m., working on the Back to School Voucher Program, and doing school mock interviewing with the schools.

OMJ Geauga County.

Ms. Brown with OhioGuidestone reported they have a youth who took and passed the IBEW exam and is now waiting for an interview date. Cardinal School District will be hiring a teacher for next year for the middle school to work with the students on career exploration. The summer

employment programs will not have prearranged job sites but instead will ask each youth individually what they want to do and then find those positions for them within the community. Ms. Reda reported the OMJ Center did mock interviewing at Harvey High School with 18 sophomores and also at Cardinal High School with 18 students, Auburn Reverse job fair will be held on April 20, 2023 from 8:30 a.m. until 10:30 a.m., held a job fair for the Ohio Highway Patrol in which 20 candidates showed with another 12 candidates that were referred afterwards, and partnered with Kent State University-Geauga and Geauga Growth Partnership for an open house held in January showing high school students different sector opportunities around the area. A job fair/career fair will be held on May 5th at Cardinal High School with 40 businesses to be present and expecting approximately 500 students. A rapid response was held for a layoff of 13 individuals at the county level with the Health Department.

Discretionary Reports of Economic Developers on the WDB

Geauga County. Ms. Bricker-Thompson reported working with TeamNEO who has revised the distressed communities which now includes Huntsburg and Middlefield zip codes for a particular grant through JobsOhio and will do marketing outreach to manufacturers first and then to other industries within the JobOhio priority industries. Coordinating a sustainability and supply chain event for the fall season.

Portage County. Mr. Ehrhart since the beginning of the year have conducted 59 outreach visits of which 31 resulted in workforce referrals and did 47 other types of referrals including to JobsOhio, Small Business Development Center, and APEX. Currently have 34 active projects. JobsOhio has designated the Kent zip code as a distress zip code which makes Kent eligible for the JobsOhio Inclusion Grant. Did an email blast in March to 35 companies that met the criteria for the Inclusion Grant and received five leads of which three have turned into approvals. Have gotten two other projects to success with JobsOhio one is a loan for an existing company which is acquiring an existing building in Aurora for expansion and a tech company in Kent that is expanding was able to get them training dollars through JobsOhio. Did some financing through Neighborhood Services for a small company in Mantua Township. Currently working on two major projects one is for a new location in the city of Streetsboro that will be a Port Authority project, and another is a company that is looking to locate in the county. Working with OMJ-Portage on Career Days at James A. Garfield School District's Middle School on May 17th and did a workshop on workforce on March 24th with 64 participants held at the Kent State Hotel.

Old Business

Presentation and Discussion Regarding Area 19 Workforce Plans. The updates to both the Regional NOW plan and the Local Area 19 plan are posted on the NOC COG website for public comment.

New Business

Presentation Regarding Joint Application Proposal Submitted by Kent State University, Tri-C, and Area 19 WDB for a QUEST High Speed Internet/Broadband Grant. The proposal that was submitted is for KSU, Tri-C, and Area 19 to partner and become a note for 5G and Broadband in workforce development in the TeamNEO Region. Three main goals to the proposal, 1) to establish and provide education and workforce training; 2) is to expand awareness for this workforce and career opportunities; and 3) to further tap into funding opportunities for this type of training. The

training programs will be provided by Tri-C and KSU and have short-term plans and have identified training programs that can be offered immediately. And can train the workforce within weeks towards different career tracks that are really high needs within the region. Have also put in some intermediate and long-term goals including to develop training programs that are in high school graduation pathways that will lead to this type of workforce development as well as development of two and four year degrees. Tri-C will deliver a part of the curriculum and also be delivered by KSU Will utilize a mobile unit to not only have participants trained on-line in a hybrid format but to move a mobile unit truck that has a laboratory in it to provide hand-on experience as well. The grant was made in the amount of \$1.2 million. The goal is to take 100 individuals who are long-term unemployed dislocated workers coming from the 18 counties across the TeamNEO region. The workforce budget estimate is \$350,000 going towards tuition, \$50,000.00 for supportive services, and \$150,000.00 for wrap around services. And a portion was put into the proposal to focus on the re-entry program.

Amend the budgets and contracts of Ashtabula CCMEP WIOA Youth Providers in Ashtabula County.

Mr. DeLuke moved to amend the budget and contract with Ashtabula County Job & Family Services by increasing their current WIOA CCMEP budget \$20,000.00 from \$40,000.00, to \$60,000.00 for the period ending September 30, 2023. Mr. Forbes seconded the motion which was approved by all members present.

Roll Call:

Judith Barris – Yes

Michelle Bertman – Yes

Monica Bricker-Thompson – Yes

Eric Davis – Yes

Nicole Deligianis – Yes

Mike DeLuke – Yes

Rose Dolance – Yes

Brad Ehrhart – Yes

Dawn Farrell – Yes

Lynn Hartman – Yes

Ryan Keegan – Yes

Gregory King – Yes

Anthony Lignetta – Yes

William Moore – Yes

Phil Rath – Yes

Ned Sherry – Yes

Teresa Simons – Yes

Mark Trushell - Yes

Motion passed.

Mr. DeLuke moved to amend the budget and contract with A-Tech by increasing their current WIOA CCMEP budget \$320,000.00 from \$270,000.00 to \$590,000.00 for the period ending September 30, 2023. Mr. Forbes seconded the motion which was approved by all members present.

Roll Call:

Judith Barris – Yes

Michelle Bertman – Yes

Monica Bricker-Thompson – Yes

Eric Davis – Yes

Nicole Deligianis – Yes

Mike DeLuke – Yes

Rose Dolance – Yes

Brad Ehrhart – Yes

Dawn Farrell – Yes

Lynn Hartman – Yes

Ryan Keegan – Yes

Gregory King – Yes

Anthony Lignetta – Yes

William Moore – Yes

Phil Rath – Yes

Ned Sherry – Yes

Teresa Simons – Yes

Mark Trushell - Yes

Motion passed.

Discussion Regarding Opportunity to Amend Incumbent Worker Training (IWT) Policy. Mr. Sernik reviewed the Attachment 7 Proposed Changed Amendments to the Area 19 Local Policies A-07 and C-05. Question: Clarification on the IWT, if an individual took a class and there was no certification offered that would be okay. Mr. Sernik responded in the affirmative. Question: What happens if the worker gets test anxiety and fails the first time are we requiring for the individual to take the test a second time? Mr. Sernik responded for the employer to be reimbursed, the individual will need to sit and take the test, pass or fail we will still pay.

Mr. Davis moved to amend the Area 19 Incumbent Worker Training (IWT) Policy as presented in the Attachment 7 Handout. Mr. DeLuke seconded the motion.

Roll Call:

Judith Barris – Yes

Michelle Bertman – Yes

Monica Bricker-Thompson – Yes

Eric Davis – Yes

Nicole Deligianis – Yes

Mike DeLuke – Yes

Rose Dolance – Yes

Brad Ehrhart – Yes

Dawn Farrell – Yes

Lynn Hartman – Yes

Ryan Keegan – Yes

Gregory King – Yes

Anthony Lignetta – Yes

William Moore – Yes

Phil Rath – Yes

Ned Sherry – Yes

Teresa Simons – Yes

Mark Trushell - Yes

Motion passed.

Public Comment

None.

Mr. DeLuke moved to adjourn the meeting. Mr. Forbes seconded the motion which was approved by all members present.

Meeting adjourned at 12:13 p.m.

Minutes prepared by Denise Gehring.