

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

May 24, 2023

11:00-AM

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

MEMBERS PRESENT:           Commissioner Sabrina Christian-Bennett  
  Commissioner Jim Dvorak

MEMBERS ABSENT:           Commissioner Casey Kozlowski

OTHERS IN ATTENDANCE:   Hattie Grubke (OMJ-Ashtabula), Alissa Drees (ACJFS), Mandy  
  Minnick (OMJ-Portage), Susan Brannon (PCJFS), Angel  
  Brandner (PCJFS), Brian Boykin (PCJFS), Alyssa Parnaby  
  (GCJFS), Craig Sernik (Area 19 Director), Denise Gehring  
  (Area 19)

Mr. Dvorak called the meeting to order at 11:06 a.m.

Minutes

**Ms. Christian-Bennett moved to approve the meeting Minutes from April 26, 2023, as presented. Mr. Dvorak seconded the motion which was approved by all members present.**

Administrative Report

The Career Navigators program made it through the house budget bill and will now need to make it through the senate bill. This would provide approximately \$3 million a year for two years to do pilots to some of the workforce development boards around the state. This is the first year for the new Industry Recognized Pathway which allows an individual to graduate through obtaining the minimum credits the school district requires, an industry recognized credential, and the OMJ Readiness Seal. This is a positive for individuals who are not post-secondary school bound after high school. An application was submitted for the Business Resource Network Grant which will be for one year. The OWA is currently working on a September training program for OMJ Center staff. ODJFS recently reviewed our area’s RESEA of which the area achieved a 100 percent engagement rate of individuals who are eligible.

Fiscal Report

Mr. Sernik reported he received a notice from ODJFS regarding cash on hand requirements. For two quarters in a row, as an area, we had 31 days of cash on hand and the rule is to be 30 days or less. Mr. Sernik will write back stating he discussed with the three sub-area fiscals. Mr. Sernik

reviewed the CFIS Over/Under handout with all those present. The Board asked what the Fresh Start Grant funds are being spent on. Mr. Sernik responded he and Ms. Reda met with the Geauga County Drug Court and today he and Ms. Grubke-Barnard will meet with Glenbeigh. Ms. Minnick responded that OMJ-PC partnered with Hope Town Recovery to connect individuals when they're ready to the OMJ Center who then will enroll the individuals into the Fresh Start. Mr. Sernik reviewed the handout outlining the new PY23 Allocation for the area that will arrive July 1, 2023. Mr. Sernik reported an application for Special Grant funding was submitted for resources for improvements to the OMJ Centers. We received \$43,970 for Geauga and Portage OMJ Center technology improvements but will need to resubmit a separate application for the OMJ-Portage security build out.

### One Stop and Youth Reports

*OMJ Portage County.* Ms. Minnick reported the Re-entry fair was the first one held at the OMJ Center which focused on jobs and resources to assist justice-involved individuals to get back to work. This event had over 80 attendees. Getting ready to do another cohort for the Manufacturing Internship program in the fall, focusing on building the Benefits Bridge program, and hired someone whose primary focus will be out at the schools working in all the districts. The Crestwood superintendent High School is trying to develop and create a pre-apprenticeship program specific to agriculture for Crestwood High School.

*OMJ Ashtabula County.* Ms. Grubke-Barnard reported OMJ Center had 572 come through its doors, GED graduation for ASPIRE will be on June 21<sup>st</sup> at 6:00 p.m. at A-tech, busy with SNAP ENT 36 appointments in April and 142 in May, CCMEP total enrolled is 65 in April, had 17 individuals in for TABE in April, and in contact with Ashtabula Leadership and A-tech working on a day to get teachers out to businesses. Currently have 613 youth with 115 WIOA, 318 are TANF, 34 are dual, and of the 613 only 146 are in follow up.

*OMJ Geauga County.* Mr. Sernik reported the Cardinal High School event was a success, the Auburn Career Center Reverse Job Fair went well, and the Ohio State Patrol event at the OMJ Center was a success. The Trade Group Union that showed up was a hit at the Cardinal job fair.

### Old Business

None.

### New Business

*Discussion regarding status Portage Leadership CCMEP Contract.* Mr. Sernik reported Kurt has left Portage Leadership. Ms. Christian-Bennett stated a new individual has been hired to replace Kurt and suggested scheduling a meeting with the new individual soon to discuss the CCMEP contract.

*CCMEP contract with OhioGuidestone:*

**Ms. Christian-Bennett moved to Amend the OhioGuidestone contract as presented:**

	<u>Current Budget</u>	<u>Add</u>	<u>Amended Budget</u>
CCMEP TANF	\$320,000.00	\$11,185.16	\$331,185.16
Regular TANF	\$ 58,838.61	\$ 0.00	\$ 58,838.61
Simply Summer 22	\$ 19,494.00	\$ 0.00	\$ 19,494.00
Simply Summer 23	\$ 0.00	\$21,617.00	\$ 21,617.00
CCMEP WIOA	<u>\$280,000.00</u>	<u>\$ 5,000.00</u>	<u>\$285,000.00</u>
<b>Total</b>	<b>\$678,332.61</b>	<b>\$37,802.16</b>	<b>\$716,134.77</b>

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

*Discussion regarding the BRN Grant for PY23.* Mr. Sernik asked the OMJ Managers to each prepare a budget for \$67,200.00

**Ms. Christian-Bennett moved to divide BRN PY23 grant the following way as presented:**

Administrative Budget	\$ 22,400.00
Portage	\$ 50,000.00
Ashtabula	\$ 50,000.00
Geauga	\$ 50,000.00
Reserve T.B.D. prior to Jan 1. 2024	<u>\$ 51,600.00</u>
<b>Total</b>	<b>\$224,000.00</b>

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

*Discussion regarding RESEA PY2023 grant.*

**Ms. Christian-Bennett moved to table to waive Portage's return of the \$35,000.00 PY22 RESEA funds advanced to it by Ashtabula (\$20,000.00) and Geauga (\$15,000.00), and to divide up PY23 RESEA allocation in the following way:**

	<u>Estimated Approximate Value</u>
Administrative Budget (10% of total award)	\$ 20,225.00
Portage 50% of Program Funds	\$ 90,000.00
Ashtabula 30% of Program Funds	\$ 54,000.00
Geauga 20% of Program Funds	<u>\$ 36,000.00</u>
<b>Total</b>	<b>\$220,225.00</b>

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

*Discussion regarding special provision of \$33,610.00 of SFY23 State Special Project Funds, closes June 30, 2023, and must be re-coded with PY22 or FY23 expended funds by or before June 30, 2023.* Mr. Sernik reported this money needs to be spent/moved on expenditures made on grants received last July and re-coded by June 30<sup>th</sup>. The only county in a position to do this is Portage.

Option #1: If the state allows, we just reject the funding and ask that it be given to another Area.

Option #2: Award it all to Portage County, as they are the only county that currently has PY22/FY23 expenditures.

Portage County after consulting with Ashtabula and Geauga County should decide. The reason we might want to reject is there might be enough existing PY21/FY22 grants to cover Portage County's advanced expenditures.

**Ms. Christian-Bennett moved to authorize Area 19 and Portage County to accept the Special Grant provision of \$33,610.00 of SFY 23 State Special Project Funds. Mr. Dvorak seconded the motion which was approved by all members present.**

*Discussion regarding special provision of \$52,710.00 of PY22 D.W.* Mr. Sernik reported the State has given the area \$52,710.00 in dislocated worker. The intent of the State is to assist those Area's that lost dislocated worker funding in the new allocation. Geauga gained dislocated worker so the intent is to divide the provision up between Portage and Ashtabula who both had a decrease in dislocated worker and have a year to expend.

**Ms. Christian-Bennett moved to divide the Special Grant provision of the \$52,710.00 of PY 22 Dislocated Worker funds in the following way:**

<b>Administrative Budget</b>	<b>\$ 5,271.00</b>
<b>Portage</b>	<b>\$22,300.00</b>
<b>Ashtabula</b>	<b><u>\$25,139.00</u></b>
<b>Total</b>	<b>\$52,710.00</b>

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

*Program Year 2023-2024/2024-2025.*

Mr. Sernik stated an extension for the MOU was requested and ODJFS honored it.

**Ms. Christian-Bennett moved to authorize the Area 19 WDB, the NOC COG, and the selected OMJ Operators into a Two-Year Memorandum of Understanding (MOU) along with the negotiated Worksheet D Budget with the OhioMeansJobs Center partners for each of the Area's three OhioMeansJobs Centers. Mr. Dvorak seconded the motion which was approved by all members present.**

**Ms. Christian-Bennett moved to authorize the Area 19 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. Mr. Dvorak seconded the motion which was approved by all members present.**

**Ms. Christian-Bennett moved to authorize the inclusion of the following voluntary (non-mandated partners) at the OMJ Centers listed below:**

- a) Goodwill Industries of Ashtabula, Inc. (OMJ-Ashtabula)
- b) SquareOne Health (OMJ-Ashtabula)

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

*WDB Membership Re-appointments:*

**Ms. Christian-Bennett moved to approve the Slate of Re-appointments to the Area 19 Workforce Board:**

- a) Nicole Deligianis, Laborers' Local 245, Labor for Ashtabula County
- b) Bradford Ehrhart, Portage Development Board, Economic Development for Portage County
- c) Scott Wludyga, Ashtabula County Technical & Career Center, ASPIRE for Ashtabula County
- d) Mark Frisone, Family & Community Services, Youth Provider for Portage County.
- e) Greg Myers, Growth Partnership for Ashtabula County, Economic Development for Ashtabula County.
- f) Judith Barris, Ashtabula County Community Action Agency, Community Organization for Ashtabula County.
- g) David Shea, Community Action Council of Portage County, Inc., Community Organization for Portage County.

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

**Ms. Christian-Bennett moved to approve entering into a 1-year Lease effective July 1, 2023 through June 30, 2024, with a 90 day out clause for office space with the Geauga Metropolitan Housing Authority. Mr. Dvorak seconded the motion which was approved by all members present.**

*Discussion whether to amend vacation policy for Area 19 staff, allowing staff to carryover a certain amount of vacation time.*

Mr. Sernik asked surrounding workforce areas for their vacation carryover policy and received four responses. One area does not have a carryover and three do. Discussion commenced. Discussion concluded.

**Ms. Christian-Bennett moved to amend vacation policy for Area 19 staff, allowing staff to either carryover 80 hours of vacation time for one year or cash out vacation time. Mr. Dvorak seconded the motion which was approved by all members present.**

Public Comment

None.

Adjourn the Meeting

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

Meeting Adjourned at 12:32 p.m.

Minutes prepared by Denise Gehring.