

**AREA 19 WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES**

September 4, 2019

Geauga County Offices, Board of Health Meeting Room,
470 Center Street, Building #8
Chardon, Ohio 44024

MEMBERS PRESENT: Judith Barris, Dr. Jerome Brockway, Eric Davis, Michelle Delgross, Joel Domino, Jonathan Forbes, Richard L. Jackson, William Moore, Lisa Shank, David Shea, Brad Ehrhart, David Favorite, Dean Susan Stocker.

MEMBERS ABSENT: Elizabeth M. Barry, Monica Bricker-Thompson, Dan Brubaker, Nicole Deligianis, Mike DeLuke, Mark Frisone, Lynn Hartman, David Hyre, Lee Imhoff, Renee M. Klaric, Kenny Lohr, Greg Myers, Sandy Nelson, John R. Ringer.

Others in Attendance: Kim Brown (OhioGuidestone), Margo Reda (OMJ-Geauga), Alyssa Parnaby (GCJFS), Hattie Grubke-Barnard (OMJ-Ashtabula), Michelle Tisdale (ACDJFS), Ron Smith (ACDJFS), Mandy Berardinelli (OMJ-Portage), Angel Brandner (PCJFS), Patrick Arcaro (ACDJFS-Director),

Mr. Jackson, Chair of the WDB called the meeting to order at 10:11 a.m.

Approval of Past Business

Approval of Minutes.

Dr. Brockway moved to approve the minutes from June 5, 2019. Mr. Domino seconded the motion which was approved by all members present.

Approval of Motions of the NOC COG since June 5, 2019 WDB meeting.

Motion to approve the PY2019-2020 Administrative budget as presented.

Motion to give the NOC COG Fiscal Officer the ability to move up to 20% amongst line item as it relates to the NOC COG's administrative budget not having the ability to touch personnel costs after 6 months and to report back to the NOC COG Board.

Motion to approve entering into a one-year lease effective July 1, 2019 through June 30, 2020 for office space with the GMHA.

Motion to execute contracts for both the phone lease and copier lease based on the recommendation of the Executive Director.

Dean Stocker moved to accept the motions of the NOC COG report from June 5, 2019. Ms. Delgross seconded the motion which was approved by all members with Dr. Brockway abstaining from the vote due to conflict of interest.

Election of Officers

Mr. Jackson, Mr. Favorite, and Dr. Brockway volunteered to serve on the Nominating Committee for the Election of Officers in December.

Administrative

Mr. Sernik reviewed the Administrative Report handout with all present.

State Workforce Issues.

Secondary school efforts with new pathways to graduation including K-12 industrial credentials, support for secondary STEM and Career Technical Education, and the continuing of CCMEP. Post-secondary school efforts will be the Complete to Compete program, an expansion of the Choose Ohio first Scholarship with an additional \$12 million provided for scholarships for students pursuing STEM education, and the Ohio Tech Cred budget bill is for 10,000 In-Demand credentials per year funded at \$15 million a year for two years of that \$12 million for incumbent worker training and \$3 million for new hires. The new administration will continue to focus on industry sector partnerships, Ohio Tech Cred initiative, and more support with expanding apprenticeship.

Program Monitoring/Auditing.

ODJFS will be performing fiscal monitoring in the next 30 days of PY17 and PY18 with a focus on Ashtabula County Job & Family Services. The GAAP conversion will be completed in October/November with the audit beginning in January.

Performance Measures.

Mr. Sernik reviewed the Preliminary Performance Measures handout to all those present.

OhioMeansJobs One Stop Report

OMJ-Portage County.

Ms. Berardinelli reported Portage Development Board is hosting the “Produced in Portage County” event on October 1st. As of July, the OMJ Center had 235 youth enrolled in CCMEP. The newly developed IMPACT program will begin in October called which will build a bridge to the CSEA obligors that are behind in their child support. The OMJ Adult and Dislocated Worker Unit has changed the ITA process to a training session in the fall and another in the spring. Beginning the third cohort for the manufacturing program on September 16th with 30 individuals on the list. The partnership with Stark State to do the STNA program will begin with 16 individuals. The Children Services Division has a partnership with Family & Community Services that they’ve built a transitional house for families to place youth that are in care back with their families that are in recovery sooner. The Grant #3 opioid money will be used to serve those families with training needs workforce wise. The OMJ re-entry team has been working with the Portage County jails, Paris Linen, and Hope Village Recovery Center with a work

release program and will be working with them regarding the opioid grants to offer supportive services, transportation, clothing, etc. The courts have arranged it so that the money the individuals earn will pay court fines, back child support, and remainder banked. Business Services last quarter did 331 job orders, served 139 employers with 508 employer services, and have increased visits with employers by 60 percent. Rapid Response events held for Cooper Standard that is relocating to Delaware and another for Alsico. The OMJ Center Job Fair will be held November 7th gearing it towards veterans and the reentry population. In-Demand Jobs week will be May 4th through May 10th and the Career Connections Expo will be during the In-Demand Jobs week.

OMJ-Geauga County.

Kim Brown with OhioGuidestone reported youth worked 10 weeks this summer, 60 individuals enrolled in CCMEP, 42 employed for summer, 9 youth hired for year round employment from certain worksites, and Job Club will begin on September 12th with Auburn Career Center presenting and then the youth will view the new PBS documentary "American Graduate Getting To Work: The Career Path Less Taken." The Senior Night Program will be monthly assisting high school seniors with what they want to do. A cohort for out-of-school youth is held every Thursday afternoon for youth to learn skills such as omj.com and bring your "A" game to work. Total summer wages for the youth was \$112,927 with a total of 8,695 hours worked. Ms. Reda reported Kent State-Geauga asked the OMJ Center to participate in a Flash Fair new student orientation. The OMJ Center shifted focus to inmate jail population and instituted the Geauga Citizen Circle which is a group of local professionals and community residents who meet with currently incarcerated populations to give them an understanding of resources that are available in the community. The first session will be held in September afterwards meeting on the third Wednesday of each month at the Geauga Public Library Administrative Center. An OMJ Center staff member visits the jail every other week to talk with the inmate population regarding job readiness. On October 11th the OMJ Center will be taking high school teachers to local businesses to make them more aware of what is going on in the manufacturing industry. Three Job Readiness workshops were provided at the West Geauga Library. Decided to move forward with another Summer Manufacturing Camp next year.

OMJ-Ashtabula County.

Ms. Grubke-Barnard reported in the month of July, 13 employers ran 21 job orders and collected 61 job applications. Rapid Responses were done for Perkins in Conneaut and Alloterra that is moving to Michigan affecting 39 employees. Summer yO! was at 829 of the 1729 that came into OMJ Center, case load for July is 86 with a lot of individuals in follow-up, approved four LPN trainings and two CDL training, and one electricity and HVAC. The first Summer Manufacturing Institute was held in Ashtabula County with 65 youth participating in the program. As of August 9th, the youth program served 822 youth and 501 are active, and 60 businesses participated in the summer work program employing 200 youth. Had 150 youth recognized for academic, employment and personal successes at third annual awards ceremony.

Economic Development Reports

Geauga County.

David Favorite reported the Geauga Economic Department received approval from the state for an extension to continue the PY17 grant programs that were not finalized last year and approved for PY19 grant application. Met with NOACA who wanted to introduce one of their new focuses on workforce and where people live and work. The Community Improvement Corporation is planning the 49th annual salute to business on Oct 3rd.

Portage County.

Brad Ehrhart reported 30 plus either active expansion or new location projects. Atlantic Water Gardens based in the Village of Mantua was bought by a German company and needed 150,000 sq. ft. to accommodate operations coming into Ohio from Oklahoma, Tennessee, and Florida. Worked with JobsOhio and identified a building in the City of Aurora for the company who then signed the long-term lease. This is a total of 24 jobs impacted and a payroll of \$1.2 million. Another company expansion is EasiBuy in Hudson, Ohio that will be moving to the City of Kent which will be nine jobs retained for Ohio plus another 14 created over the next three years. Outreach and retention visits conducted in 2019 in August year-to-date is 118, made 2 new visits, and 13 referrals of which 5 were workforce related. Will hold the Produced in Portage event on the morning of October 1st from 9 a.m. to 11 a.m. So far 10 companies and 9 schools districts have signed up for the event.

Ashtabula County.

Mr. Jackson reported Growth Partnership for Ashtabula County has the Kennametal project in Orwell and pig iron plant project that is going in close to the Ashtabula Harbor that will bring in approximately 150 new jobs.

New Business

Report by RFP review committee for RFP issued for Portage County WIOA CCMEP services: Independent Living Skills (Job Club), Leadership, and Post-Secondary Education, Career Pathway Exploration Activities.

Mr. Sernik explained three youth services were put out for bid, put purchase through the large purchase process in early August and received one proposal. Under Area 19 local policy it states if and when only one proposal is received under the large bidder proposal it is considered inadequate competition, however, the area is allowed to move to the small purchaser policy that states as long as everyone on the bidders list was invited to bid and at least six bidders on the list the one single proposal may be accepted assuming it was within the cost analysis. It is the recommendation of the Review Team to award the contract in an amount not to exceed \$43,000.00 to PCJFS.

Dr. Brockway moved to declare the receipt of only one proposal to perform these services, by PCJFS to constitute inadequate competition. Pursuant to Local Policy D-4 on Procurement contracts may still be awarded even where there is inadequate competition if at least 6 potential providers on the bidders list were notified and offered a chance to propose. Mr. Domino seconded the motion which was approved by all members present.

Dr. Brockway moved to authorize the executive director to negotiate a written agreement awarding to PCJFS the provision of these services in an amount not to exceed \$43,000.00, with said amount to be included as part of the PCJFS WIOA CCMEP budget set forth in the motion identified as "PCJFS." Mr. Domino seconded the motion which was approved by all members present.

CCMEP Youth Budgets for New Contracts:

Mr. Shea moved to approve a WIOA CCMEP budget to support an agreement with ACDJFS for CCMEP services in the amount of \$30,000.00 for the FY20 fiscal year from October 1, 2019 to September 30, 2020. The total budget shall support the following line items budgets. Mr. Davis seconded the motion which was approved by all members present with Dr. Brockway abstaining from the vote.

Mr. Shea moved to approve a WIOA CCMEP budget to support an agreement with GCJFS for CCMEP services in the amount of \$22,500.00 for the FY20 fiscal year from October 1, 2019 to September 30, 2020. Mr. Davis seconded the motion which was approved by all members present.

Mr. Shea moved to approve a WIOA CCMEP budget to support an agreement with PCJFS for CCMEP services in the amount of \$43,000.00 for the FY20 fiscal year from October 1, 2019 to September 30, 2020. Mr. Davis seconded the motion which was approved by all members present.

Mr. Shea moved to approve a WIOA CCMEP budget to support an agreement with ATECH for CCMEP services in the amount of \$360,000.00 for the FY20 fiscal year from October 1, 2019 to September 30, 2020. Mr. Davis seconded the motion which was approved by all members present with Dr. Brockway abstaining from the vote due to conflict of interest.

Mr. Shea moved to approve a WIOA CCMEP budget to support an agreement with CATHOLIC CHARITIES for CCMEP services in the amount of \$4,000.00 for the FY20 fiscal year from October 1, 2019 to September 30, 2020. Mr. Davis seconded the motion which was approved by all members present.

Mr. Shea moved to approve a WIOA CCMEP budget to support an agreement with OHIOGUIDESTONE for CCMEP services in the amount of \$200,000.00, for the FY20 fiscal year from October 1, 2019 to September 30, 2020. Mr. Davis seconded the motion which was approved by all members present.

Mr. Shea moved to approve a WIOA CCMEP budget to support an agreement with FAMILY & COMMUNITY SERVICES, INC. for CCMEP services in the amount of \$193,700.00 for the FY20 fiscal year from October 1, 2019 to September 30, 2020. Mr. Davis seconded the motion which was approved by all members present.

ODJFS – Data Sharing and Confidentiality Agreement D-2021-15-0276.

Mr. Favorite moved to authorize the NOC COG CEO and Executive Director to enter into and execute the Data Sharing and Confidentiality Agreement D-2021-15-0276 with ODJFS effective upon the signature of ODJFS Director through June 30, 2021. Mr. Domino seconded the motion which was approved by all members present.

ODJFS – Wage Pathways Program Subgrant Agreement G-2021-15-0237.

Mr. Davis moved to authorize the NOC COG CEO to enter into and execute the Wage Pathways Program Subgrant Agreement G-2021-15-0237 with ODJFS effective from July 1, 2019 through September 30, 2019. Mr. Moore seconded the motion which was approved by all members present with Dr. Brockway abstaining from the vote due to conflict of interest.

Area 19 Local Policy Updates: Special Grant Policy A-12 and Special Grant Supportive Services A-13.

Mr. Sernik reported two opioid grants are available. Area 19 has been given Grant #3 which is spread out over the next two years received in thirds for a grant total of \$300,000 and is a National Emergency Grant. The focus on spending this grant money will be traditionally how the area spends its adult and dislocated worker monies and adopting a broad ranging supportive services policy. There is also a state opioid response grant that areas can go after. These funds on case by case basis with \$2 million available this quarter and another \$2 million available October 1st. The area can pursue these monies as soon as the MOU agreements are in place with agencies that are working with individuals who are diagnosed as having opioid syndrome and collecting the surveys associated with this grant. Policy A-12 outlines how the OMJ Centers will reach out to those referral connections and enter into MOUs to then use the money on items that are allowable. Question was asked is this a reimbursable grant or is it an outright money grab. Mr. Sernik responded the opioid Grant #3 is money that actually dropped into our account, but the area would pursue the State Opioid Response monies which are reimbursable. Discussion commenced. Discussion concluded.

Mr. Ehrhart moved to adopt retroactively as of August 1, 2019, the Area 19 Special Grant Policy A-12. Mr. Domino seconded the motion which was approved by all members present.

Mr. Ehrhart moved to adopt retroactively August 1, 2019 the Area 19 Special Grant Supportive Services Policy A-13. Mr. Domino seconded the motion which was approved by all members present.

Public Comment Period

None.

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

Meeting adjourned at 12:06 p.m.
Minutes prepared by Denise Gehring.