

LORAIN COUNTY WORKFORCE DEVELOPMENT BOARD
August 30, 2018
Meeting Minutes

Members Present

Jacqueline Boehnlein	Dave Larson	Nick Ross
Jim Cordes	William Moore	Kevin Stitak
Frank DeTillio	Kevin Nelson	Barbara Tamas
Tim King	John Roberts	David Updegraff

Members Absent

Marcia Ballinger	Sandra Burtscher	Homer Virden
Jeffery Bommer	Larry Kerr	Marc Zappa

Staff Present

Mike Longo	Linda Masterson	Mary Murphy
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Guests

None

Call to Order Frank DeTillio called meeting to order 9:00 a.m.

Roll Call: Linda Masterson indicated that a quorum did exist.

Approval of Minutes

Frank asked for a motion to approve the minutes from the May 31, 2018 meeting. A motion was made by Jim Cordes and seconded by David Updegraff. The motion passed.

WDB Chairperson Report

Frank introduced John Roberts who is replacing Paul Magnus as the representative from our partner Vantage Aging.

GEWB Update

Board members were provided with the materials from the Governors Executive Workforce Board meeting that took place in June. Frank highlighted

- Continual enhancements that are being made to the OhioMeansJobs.com application

- The copy of the “Workforce Transformed” newsletter that is being published by the Governor’s Office of Workforce Transformation.
- An overview of the partnerships that were highlighted between the libraries and the public workforce systems around the state, including a presentation that was made on the Avon Lake Public Library.

Subsequent Workforce Area Designation

Frank shared that our area has received notice from the Ohio Department of Job and Family Services that we have met requirements for subsequent designation to continue as a stand-alone workforce area. Frank reminded the members that our initial designation was for a two-year period and that the state is required to review every two years. The factors that were included in the review included; the local area meeting or exceeding all program measures for the past two program years, maintaining fiscal integrity and completion of the regional plan. The requirements for the next subsequent designation will be formally reviewed again in Winter 2020.

Recertification of Workforce Development Board

Frank informed the members that WIOA also requires that the state completes a recertification of the workforce boards every two years, which includes a review of the composition of the workforce board members to make sure all requirements have been satisfied. Our board was initially certified in October of 2016 and is scheduled for a review by the end of October this year. Frank advised that we do have some vacancies in the area of business representatives that will need to be filled in order for us to satisfy the recertification process. He mentioned that he is working with Jim to identify potential candidates to be considered and that if any members know of business leaders in our community that might be a good fit to let him know. Kevin Nelson responded that he knew of some individuals that may be good fits and that he would follow up accordingly.

Memorandum of Understanding WFI

Frank reminded the members that the board approved for the Workforce Institute to assume the responsibility of serving as staff to the board which requires involvement with a variety of activities that need to happen throughout the year. With this responsibility, nothing was ever put into place to allow for WFI to recapture the costs that would be incurred to fill this role. Frank directed the members to the section of the binder that includes a copy of a Memorandum of Understanding that highlights the responsibilities that WFI will assist with and the hourly reimbursement for staff time that will be spent with the assistance.

Frank asked for a motion to approve the Memorandum of Understanding with WFI. A motion was made by Jim Cordes and seconded by David Updegraff. The motion passed.

OhioMeansJobs Update

Work Ready Lorain County Update

Mike shared with the board that he was pleased to announce that Lorain County has become the 2nd Certified community in Ohio as we have met all of the goals that ACT had in place for our area. He did share that Lucas County actually completed the goals slightly ahead of our area, however, we requested certification sooner than their community. Mike expressed that our work isn't over yet, as we now will need to maintain our status which includes new goals that must be achieved in the next two years. These goals include;

- Continuing to assess individuals in the 3 categories (current, transitioning and emerging workforce)
- Getting new employers and/or having employers that already supported our initiative to re-pledge their support
- An additional category that allows a choice between;
 - Improving certificate levels of those who earned a National Career Readiness Certificate (NCRC) over the past 12 months
 - Conducting five (5) job profiles
 - Working with LCCC to consider offering college credit for those who earn Gold or Platinum NCRC's

Mike expressed that the first option in the last category is the option we should move forward with as we are already working with our participants in many instances in helping them to improve their scores to earn higher level certificates. He also informed that he has shared information with LCCC on the process that is in place through the American Council on Education (ACE) to consider the granting of college credits.

Supportive Service Policy

Mike informed the board that he has updated the language in the draft policy as suggested at the last meeting. He also provided information that highlights the categories and caps, when applicable, that are presently in place by the other workforce areas in our region. Jim Cordes asked why we are so much higher than many of the areas, and Mike responded that it is the board's decision on the caps they want to put in place. He also mentioned that many of the areas have smaller allocations, and Jim responded that they also serve less participants because they are smaller. We need to establish why we might have higher limits (e.g. weaker transportation system). Kevin Nelson asked if we could provide additional details on the number of individuals being served in each area. Mike will provide that information for the next meeting.

Jim asked if we are referring those needing assistance with medical and/or eye care to Job & Family Services as they may be eligible for their assistance. Mike responded that individuals are being referred on when appropriate. Jim shared that we also need to be looking at referrals to the Lorain Clinic.

Barbara shared that her agency is currently reviewing the caps that they have in place through their Prevention, Retention & Contingency (PRC) services for automobile repair assistance and \$1500 seems to be right in line with what their looking at offering.

Comprehensive Case Management & Employment Program (CCMEP)

Mike provided the Board with a copy of the revised plan that has been submitted for our area. He advised that his staff is continually working with the staff from Lorain County Department of Job & Family Services in improving the procedures that are being used for the programming. We are waiting on final feedback from ODJFS to see if our revised plan has been approved.

Program Year 17 Training Report

Mike provided the board with a summary of the Individual Training Accounts that were approved during PY 17 (July 1, 2017 – June 30, 2018) that identified the training providers that ITA's were approved for, the number of ITA's issued for each school, total funds and average cost per ITA. Some discussion took place about caps that are in place.

Monthly Statistical Reports

Members were provided with current reports in binders. Mike mentioned that for this meeting he also included a copy of a Special Initiative Report that is provided by ODJFS. This report highlights some percentages we are expected to achieve in our CCMEP programming including; use of in-school vs. out-of-school funding and percentage of funds being spent on work experience activities. The report also highlights payments that have been made to the workforce areas through the Ohio Works Incentive Program (OWIP).

Jim asked if we are on target to hit the required percentages, which Mike responded we are. Mike mentioned that there are funds from the work experience that occurred for many during the summer that have not hit the report yet. Jim asked if the board could be provided with a report showing the placements that occurred for next meeting.

Mary advised that some of the participants served during the summer will be participating in the Fire Fish Festival. Mike shared that this was a unique relationship with LCCC allowing those assigned to learn

Partner Updates

William provided the board with an overview of the Functional vs. Formal Supervision pilot that Lorain County was chosen to be part of and that this is an opportunity to better engage state staff into the OMJ center. The tentative date to roll out the pilot is October 1st. State staff will be provided with training later this month on their new roles. Mike shared that we are excited

Public Comments

Jim wanted to congratulate Mike on helping our area in meeting certification through the ACT initiative.

Jim also shared information on the levy drive that is out this Fall on addition services. Jim expressed that he will be reaching out to many individuals over the next couple weeks as we really need to do something to address the issue as a community. This issue is having a huge impact on workforce and we must work to get the public on board to support the levy.

Frank made a motion to adjourn the meeting.