CEO Meeting of the Area 14 Workforce Development Board
10:00 a.m. on September 16, 2016
Athens Public Library – 30 Home Street  Athens, Ohio 45701


Present:
Meigs County Commissioners – Michael Bartrum
Perry County Commissioners – Ed Keister
Athens County DJFS – Tracy Helber
Perry County DJFS – Mendra Hupp
Perry County DJFS – Cheryl Boley
Meigs County DJFS – Vince Reiber
Meigs County DJFS – Chris Shank
Meigs County DJFS – Theresa Lavender
WDB Director- Scott Zielinski

The Workforce Development Board Area 14 Chief Elected Officials (CEO) met for a scheduled meeting on the 16th day of September 2016, at the Athens Public Library, 30 Home Street  Athens, Ohio 45701.  There were two members of the CEO group present so a quorum was established.

Michael Bartrum, chair of the CEO group, called the meeting to order.

1) Scott Zielinski discussed updates to the WIOA programs administered by this board, including the following:
-   The Area 14 Local Strategic Plan is being developed by a procured vendor (Thomas Miller and Associates) as part of a larger process for our Region (including Area 15 and 16) to create a Regional Strategic Plan. No action is needed at this time. A discussion was held on member and partner ability to contribute to our local plan. Scott relayed his understanding of the process – the vendor will be in contact with members and partners throughout the process and we should have optimum input into the final product.
-   The Area 14 Workforce Development Board has applied for "Initial Certification" from ODJFS. No timetable on when we can expect to receive notice if it was approved.
-   Scott has sent a request to ODJFS to negotiate the "WIOA Performance Standards" for Area 14. These are the metrics with which our WIOA programs are graded. No timetable on when we can expect to receive an answer. A discussion ensued regarding the success of this Area in past negotiation efforts due to the competent and thorough requests prepared by Meigs JFS when they were the "administrative entity" for the Area.

-        Future meeting dates specifically for the CEO group were discussed. We have had difficulty figuring out a way to bring the CEO's together for a schedule meeting due to varying schedules, travel time, etc. A discussion amongst the group indicated that the best method for setting meeting times for this group may be to propose several different dates well in advance and work with the CEO's to see which ones fit their schedules. Proper notice of these public meetings have been and should continue to be posted on the Area 14 website (www.ohioarea14.org).

2) A group discussion was held on procurement for the different programs/services under the umbrella of the Area 14 Workforce Development Board. Scott provided a chart showing the three different but overlapping pieces that may be procured (one-stop operations, career services, and youth programs) and the three different counties within the Area (Athens, Meigs and Perry counties). Scott presented information from the WIOA, as well as a policy letter from North Carolina and guidance from ODJFS regarding which pieces are required to be procured and which pieces are suggested to be procured. A discussion ensued to identify what strategy would be the best for the Area 14 customers with regards to procurement. Because of the uncertainty on which pieces will ultimately be required, and to promote collaboration across all three programs, Mr. Bartrum made a motion that the CEO group recommend to the Area 14 WDB that all 9 pieces (three programs across three counties) be procured under one RFP, with bidders having the option on which pieces they wanted to bid on. Mr. Keister seconded the motion, and both members were in agreement. Scott will present this to the full WDB at the next meeting for their approval.

With no other business to attend to, Mr. Keister made a motion to adjourn the meeting, and Mr. Bartrum seconded the motion. Both members were in agreement to adjourn. Next meeting will be scheduled at a later date.