

## Area 14 Workforce Development Board

### Board Meeting Minutes

11/10/2021

Board Members Present: In-Person: Jeff Circle, Stephen Carson, Mollie Fitzgerald, Medea Loibl sitting in for Julie Francis. Via Zoom: David Brennan, Ted Linscott, Jessica Stroh, Misty Milstead, Jennifer Kleski, Robert Ogden, Laura Davidson, Tracy Clark, Melissa Shepard, and Brianna Edwards.

Guests Present: In-Person: Laurie Gribble-McKnight, Area 14 Director; Jean Demosky, Athens JFS; Dean Pidcock, Athens OMJ; David Hansen, Perry OMJ; Brooke Haberkamp, Perry OMJ; Tami Collins-Athens JFS  
Via Zoom: Chris Shank, Meigs JFS Executive Director, Theresa Lavender-Assistant Director Meigs JFS, Shelly Adams, Meigs OMJ; Mendra Hupp, Perry JFS/Area 14 Fiscal, Ginger Gagne-Hocking College Aspire, Mike Bump, Athens JFS Assistant CFO, Vince Reiber, Meigs JFS CFO, Kate Lindsey, OWD.

The regularly scheduled meeting of the Area 14 Workforce Development Board met both in person at The OU Innovation Center and via Zoom on November 10<sup>th</sup>, 2021. A quorum was present with 15 of 19 Board members present.

Chairman Robert Ogden called the meeting to order at 10:05 AM. Laurie McKnight took attendance.

**Meeting Minutes (August 11th, 2021) were presented for approval.**

**1<sup>st</sup> – Jeff Circle; 2<sup>nd</sup> – Stephen Carson**

**Motion carried without opposition.**

**Agenda (May 12, 2021) was presented for approval.**

**1<sup>st</sup> – Jeff Circle; 2<sup>nd</sup> – Stephen Carson**

**Motion carried without opposition.**

#### **Introductions:**

Rob Ogden welcomed Medea Loibl who will be sitting in for Julie Barnhart for Aspire. Julie has granted her voting rights. Chair Ogden also recorded for the record that Mollie Fitzgerald would be leaving the meeting at 10:30am and that Kate Perani would then be granted voting rights in her place.

Rob welcomed guest speaker Connie Altier-Superintendent for Tri County Career Center in Nelsonville, Ohio who joined via zoom to present.

- **County OhioMeansJobs Center Updates:**
- ***Athens County*** – Dean Pidcock
  - Athens OMJ is now taking CCMEP volunteers to expand the program.
  - Hired 2 new employment services counselors for a total of 3. They help with resume and mock interviewing and additional career services.
  - Mini Job Fair today with 4 employers. The OMJ is hoping to have targeted mini job fairs each month.
  - OMJ Mobile Unit is going to festivals and libraries on a regular basis.
  - The JFS has a CPL for victims of Domestic Violence to help with supportive services totaling \$1500.
- ***Meigs County*** – Shelly Adams

## Area 14 Workforce Development Board

### Board Meeting Minutes

11/10/2021

- The Meigs OhioMeansJobs Center has seen an increase in traffic both in person and virtually.
  - The OMJ hired the Jenkins Firm to help with business outreach.
  - They have 3 seniors doing the pre-apprenticeship program with Mark Porter. HUB grant is covering tools, drivers license, etc.
  - They are doing a resume writing class for Rio Grande students and providing them information on the WIOA program in hopes to reach more participants.
  - They started a new OJT with a local employer.
  - 2 Child Support Obligors have gained employment.
  - 5 referrals received from Southern Local School district for help with student.
  - Theresa Lavender presented:
  - Meigs JFS was 1 of 6 pilot areas for the Benefit Bridge program to help lessen the impact of loss of benefits.
  - They are also working with Meigs High School, Buckeye Hills and Rio Grande to bring short term training programs to the high school. They are offering a Phlebotomy Class that is full.
  - They are also working with Adena to develop training programs with the workforce needs of the county in partnership with Buckeye Hill Career Center.
  - Their Public Transit is set to launch January 3<sup>rd</sup>. They have 4 vehicles through ODOT and hope to get 2 more by that date.
- **Perry County** – David Hansen
    - David introduced Brooke Haberkamp. She is the new public information officer for the OMJ.
    - Perry OMJ would like to enlarge the program by reaching out to schools and also employers especially for summer youth. They also hope to get employers to engage in more coaching and more of the future job beyond just summer employment.
    - Graduation Requirements and diploma seals/OMJ readiness seal is needed to help the schools. Mentors needed and looking to employers to help with these.
    - Pre-apprenticeship-Auto tech started. Manufacturing sector significant so Mid East will be joining the HS youth first with auto tech and then expanding into manufacturing. There will be a briefing call the first full week of December between OMA and ApprenticeOhio hopefully.
    - Recovery friendly workplace continues. Worker friendly marketplace is so good right now that it's been good getting workers jobs after intensive post treatment Bootcamp. Bootcamp offers essential skills and employment along with engaging employers and getting them to become a recovery friendly workplace by helping to develop out their HR policies, etc.
    - Business outreach funds being used to engage with business on I-70 corridor to find good employers outside of the county offering good wages.

#### **Fiscal Report** – Mendra Hupp

Mendra passed out the fiscal update report, and it was added to the folder.

FY21 Federal Funds for Adult and DW that are allocated to start 10/2021 are not included as we report on the quarter close, and these were not received as of that date.

## Area 14 Workforce Development Board

---

### Board Meeting Minutes

11/10/2021

Opioid Grant 3 was extended to March 2022. The Area has spent most of the initial allocation and project to spend all by the end of the grant period. All counties have continued to work on their plans and programs with the new extension. Shut down will be 2/2022. All counties and fiscal are aware.

Business Outreach funds have been extended to December 31, 2021. Unspent Admin funds will be divided 50/50 between Athens and Perry. Meigs did not need any additional funds at this time.

RESEA grants. Each county received \$7399.54, and all that money has been spent. Additional funds were requested by the Area and after June quarter closed, we received \$65,931.46 to cover expenses already incurred. \$24,000 in additional funding was requested for a total of \$116,000. This total will be spent by the December. We will continue to work with OWD and request additional funding as needed.

The Perry and Associates audit should have been completed; however, the auditor left the agency. This has put the audit on a delay. Perry and Associates stated this is not a problem. Cost expected to remain under \$10k, but was unable to be invoiced for FY20.

Apprenticeship Grant funds were received for a total of \$260K. Participant funding was \$216K. with an additional \$52K in WIOA 3<sup>rd</sup> year special projects funding for RMS costs. We are projected to serve 40 participants in a 2-year span. Subgrants to the county career centers for \$37K are being sent out for signatures based on the original grant application.

Close out for PY20-Area has sent back 18% of its youth funds, 5% of adult funding and 4.1% of dislocated worker funds back to the State for a total of \$280,000. Serving youth proved to be very difficult during the pandemic, but we hope to do better this year. All counties worked together to move funding around and spend as much of these funds prior to having to return.

#### **Director McKnight:**

#### **Executive Committee Updates:**

Meeting policy-the board voted and approved the board meeting policy to allow for virtual meetings with an in-person location for people wanting/needing to attend in-person and then making August's meeting an in-person event to go over the yearly financials and budget. Commissioner Owen, David Brennan and Kate Perani voted yes. Director Boley and Chair Ogden did not vote.

Roll call is a consensus vote with anyone opposing needing to state their name for the record. Everyone who entered from the board and stated their name, they will be counted as a yea.

Vote and approved \$1500 out of set aside under the BRN grant for advertising on the Fall 2021 Job Fair at Hocking College. Spent about \$1300 of the \$1500. Over 85 businesses and 30 public and 200 students attending.

## Area 14 Workforce Development Board

---

### Board Meeting Minutes

11/10/2021

#### **Center Certifications:**

Perry's Phase 1 certification went well. It was on site and the committee consisted of Rob Ogden, Dean Pidcock and Director McKnight. The Perry OMJ provided a great overview of the center.

Athens Completed both their Phase 1 and Phase 2 certification as well. It was also onsite with the committee consisting of Jeff Circle, David Hansen and Director McKnight Athens OMJ provided an in depth look of their center and practices. In Phase 2, Athens scored a 73.5 out of a possible 78.

The recommendation from the review team is that the OhioMeansJobs-Athens County center pass their Phase 1 and 2 certifications. The Committee recommends that the OhioMeansJobs-Perry County center pass their Phase 1 certification. The committee recommends sending these approvals to OWD to request certifications.

The chair asked if there were any questions. No questions were asked. He then called for a vote.

**1<sup>st</sup>- Stephen Carson**

**2<sup>nd</sup>-Dave Brennan**

**Motion carried without opposition.**

#### **Apprenticeship Update:**

Area received \$260,427.50 from ApprenticeOhio and \$50,000 in additional WIOA funds for the OMJ staff to deliver the services.

We were the first Area of the 4 that were approved for this HUB grant that have received our certificate of recognition and have completed and have had approved our operating plan.

We are working on getting Mid East Career Center signed on and approved for their auto body, tech and diesel programs. We will then begin to look at businesses in Perry County needing this help.

Since we started this fall, we have added on Don Wood, Hugh White, InTown Body Shop, Kelly's Body Shop, Ray's Body Shop and Hocking Hills Collision.

We have a total of 12 students enrolled in the program. Since there are no requirements as far as income, every student who wants to participate and is doing well in school, is accepted into the program. For those students who might not have the grades or attendance needed, we have told them if they work hard this first half of the school year, we will look at them to see if they qualify in the second half.

#### **Workforce Innovation & Opportunity (WIOA) Update:**

There will be a 2<sup>nd</sup> round of BRN funding that the Area could apply for by December 3<sup>rd</sup>. Director McKnight sent the information out to the counties and requested they look at what they would like to do with the funds this time and come up with costs proposals and a summary of their plan and submit by December 1<sup>st</sup>. Dir McKnight will combine the plans to submit to OWD.

## Area 14 Workforce Development Board

---

### Board Meeting Minutes

11/10/2021

#### Policy Updates:

The training services policy needed to be updated to reflect the ability of the OMJ's to use things such as grade cards, ACT/SAT scores and other nationally recognized test scores as part of the determination for eligibility if those are within the last 6 months. Director McKnight discussed this with OWD policy, and they advise that even though it says equivalent, it would be best to define it. Highlighted on the policy are the changes. There are also some word changes as we will switching case management systems so all the policies will need to be changed to reflect this as well.

Director McKnight also would like to request from the board allowing the language change from OWCMS to the online case management system on all policies that contain this language so that we are up to date.

The chair asked if there were any questions. No questions were asked. He then called for a vote to allow for the policy changes.

**1<sup>st</sup>- Kate Perani**

**2<sup>nd</sup>-Jeff Circle**

**Motion carried without opposition.**

#### Unemployment Update:

Per Director Damschroder, UI claims are now back down to pre-pandemic levels. Included in the folder the report from the week ending 10/23/21 showing the steady decline of claims since September.

#### Performance Reports:

##### Attached Documents

- **Unadjusted Performance Measures for PY20 Annual Report** for both WIOA and CCMEP  
The counties have done extremely well on their unadjusted performance reports for both WIOA and CCMEP. The adjusted annual report will be out around April which I believe will only improve our measures since this takes into account the amount of people that we serve with barriers. In our area, there are many barriers to employment that we have to work through so congratulations to our case managers.
- **OhioMeansJobs Quarterly Reports**  
Current reports are in the file and are showing a good upward trend of people entering training, completing training and increased traffic into the OMJ centers across the board.
- **Job Postings for our Area** the reports show that there are plenty of jobs out there. This is a job seekers market right now. Also include time are the job posting for the State of Ohio as a whole. Both reports reflect that CDL's and Healthcare continue to lead in most post both locally and statewide.

**Area 14 Workforce Development Board**

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**Board Meeting Minutes**

**11/10/2021**

**Other Business**

- None

**Motion to Adjourn at 11:00 AM**

**1<sup>st</sup> – Jeff Circle**

**2<sup>nd</sup> – Stephen Carson**

**Motion carried without opposition**