

Area 14 Workforce Development Board

Executive Meeting Minutes

2/10/2021

Board Members Present: David Brennan, Stephen Carson, Jeff Circle, Laura Davidson, Mollie Fitzgerald, Jennifer Kleski, Julie Francis, Misty Milstead, Robert Ogden, Brent Patterson, Jessica Stroh, Melissa Sheppard

Guests Present: Laurie Gribble-McKnight, Area 14 Director; Teresa Garey, ODJFS Area 14 Workforce Specialist; Theresa Lavender, Meigs OMJ; Jean Demosky, Athens JFS; Tami Collins, Athens JFS; Jason Terry, Athens OMJ; Dean Pidcock, Athens OMJ; Cheryl Boley, Perry JFS; Ben Taylor, Perry OMJ; Mendra Hupp, Perry JFS/Area 14 Fiscal; David Hansen, Perry JFS; Angela McCord, Perry OMJ; Lenny Eliason, Athens Commissioner; Shannon Miller, Meigs Commissioner; Scott Owen, Perry Commissioner

The regularly scheduled meeting of the Area 14 Workforce Development Board met virtually on February 10, 2020. A quorum was present with 12 of 19 Board members present.

Chairman Robert Ogden called the meeting to order at 10:06 AM. Laurie McKnight took attendance.

Meeting Minutes (November 4, 2020) was presented for approval.

1st – Jeff Circle; 2nd – Stephen Carson

Motion carried without opposition.

Agenda (January 10, 2021) was presented for approval with Fiscal Report

1st – Brent Patterson; 2nd – Jeff Circle

Motion carried without opposition.

Introductions:

- Rob Ogden welcomed new CEO's Shannon Miller, Meigs Commissioner, and Scott Owen, Perry County Commissioner.
- Welcome Speaker – Jessica Strohl, Hocking Athens Perry Community Action – Topic "OH32 Flood Grant Update"

County OhioMeansJobs Center Updates:

- **Athens County** – Jason Terry
 - Introduction of Dean Pidcock, recently appointed Workforce Advancement Manager at the OhioMeansJobs Athens Center
 - OhioMeansJobs Center continues to be closed to walk-in services; however, offering all services by appointment only. Some staff remain working remotely.
 - Resource Room is open by appointment only and is being utilized daily
 - Q4-2020 OMJ visits were approximately 1000 with an additional 1700 telephone calls
 - Success Story – WIOA Youth Case Manager worked with an individual who expressed an interest in Heavy Equipment. The individual had numerous barriers including being introverted, shy, of low self-esteem, never previously employed, and a fear of failure. Through the mentoring and support of the Athens WIOA Case Manager, this individual graduated one semester earlier than anticipated from Hocking College's Heavy Equipment Program and obtained a Class A

Area 14 Workforce Development Board

Executive Meeting Minutes

2/10/2021

Commercial Driver's License. The individual started his first full-time job at \$29.75/hour and is now earning a \$44/hour wage.

- Dean Pidcock addressed the Board expressing his appreciate of the warm welcome and that he looks forward to working with the Board.

- **Meigs County** – Theresa Lavender

- The Meigs OhioMeansJobs Center has remained open throughout the COVID pandemic. Staff continue to rotate days working in the office and remotely.
- OMJ traffic is steadily increasing and they would like to remind the community that they are available to assist them
- Community Action's Flood Grant Program had 17 job openings to fill. Meigs OMJ chose to use their resource room upgrade funds to purchase the equipment and applications needed to support a virtual interviewing platform. The positions were posted on Facebook with individuals scheduling appointments hourly. 25 Individuals utilized the platform, all of which expressing that this was their first virtual experience. Community Action stated they enjoyed the experience. Meigs OMJ will market to other employers as a recruitment option.
- Public Transportation – Meigs is in the process of developing procedures in preparation to apply for the ODOT Grant soon. They have hired their first Non-Emergency Transportation Driver.

- **Perry County** – Angela McCord

- The OhioMeansJobs Perry County moved to the Hocking College – Perry Campus in December 2020. The location is ideal for participating in events at the county fairgrounds, such as clinics, food drives, Back to School Bash, and fair events.
- Individual tours available in person or virtually, contact Angela to schedule
- The Perry OMJ is preparing for recertification
- Distributing bags, job fair flyers, transit, and OMJ service information at Food Drive this Friday
- OMJ encourages appointments but continues to be open to walk-in customers
- Noted increase in Resource Room assistance with UI Fraud Reporting
- Hosting the first 2021 in-person interview event with Asphalt Services of Ohio soon
- Update on the OPIOID Grant – The previously reported Opioid Bootcamp conducted in partnership with Perry Behavioral Health Center serviced 9 men with 5 remaining in the program. The Bootcamp provides housing, career counseling, training, and other WIOA services for individuals in recovery on a voluntary basis in conjunction with the Perry Co Drug Court. The program also partners with Hocking College and the Ohio University's Community Healthcare Worker Program.
- David Hansen addressed the Board regarding the collaborative effort with Project RISE to begin a Perry County Business Advisory Council. Perry OMJ is partnering with Hannah Kilbride, Athens Meigs Educational Service Center to connect high school students with OMJ Youth Services and transition them into OMJ Adult Services and Post-Secondary Training. They have identified 2 issues with the current BAC coverage.
 1. Gaps – The school's regular summer break creates a gap in skill advancement which could be met with CCMEP Summer Work Programing

Area 14 Workforce Development Board

Executive Meeting Minutes

2/10/2021

2. Silos – There are six Business Advisory Councils represented in Perry County, each of which covers different schools and areas. Seeking to align all BACs to promote employer attendance at one event.

Fiscal Report – Mendra Hupp

- WIOA Area 14 Fiscal Update – February 10, 2021 Report submitted to the Board (See Attached)
- OWIP – Ohio Works Incentive Program
 - Ends March 31, 2021; no new participants after June 30, 2020, only incentives until close of program. No plan to extend.
 - 726 Total Placements; 365 90-Day Incentives; 168 180-Day Incentives
- **National Disaster Grant - NDWG OH32 Flood**
 - Increased to \$1,981,763 including Admin for Area 14 for the 4/1/2019-6/30/2021 grant period, 291,345.40 remaining balance.
 - Amended the GMCA contract to extend through 6/30/2021
 - Amended the GMCA contract to include additional funding received in total \$201,300
 - Athens and Perry programs ended 12/31/2020
 - Requesting approval to amend Perry contract to reduce ceiling and free up funds since contract is in final reconciliation. Amount to decrease by \$23,494.95
 - Requesting approval to amend Athens contract to increase ceiling to cover allowable expenditures as contract is in final reconciliation. Amount to increase by \$5,179.96
 - Requesting approval to amend Athens contract to increase ceiling to help with operational expenses through June 2021. Amount to increase by \$18,314.99
- **Opioid Grant #3**
 - Original Area 14 Award of \$167,329.00 for grant period April 1, 2019 through March 31, 2021 with \$142,775 additional funds awarded.
 - Total Spent \$111,711.52; Total Remaining \$164,886.09
 - Incremental funding has been received and distributed to the counties and admin. All counties are continuing in their approved plans within their respective counties.
 - After paying out January & February 2021, we are working with the State on the next increment or distribution of funds to Area 14.
 - Awaiting response from OWD regarding request to extend grant period through 12/31/2021
- **Business Outreach Grant**
 - \$200,000 Awarded to Area 14
 - \$60,000 per county distributed to each county
 - \$20,000 Area 14 Business Outreach
 - Total Spent \$22,123.05; Remaining Balance \$177,876.95
- **Rapid Response**
 - Total award of \$116,320.00 allocated in 4 increments of \$29,080
 - Ends Sept 30th, 2020, Liquidation December 31, 2020
 - Expenditure through September 30, 2020 equal \$60,716.05
- **RESEA – Reemployment Services & Eligibility Assessments Grant**
 - Award Total \$19,979.62 (\$6,659.87 per county)
 - Area Admin Total \$2,219.00

Area 14 Workforce Development Board

Executive Meeting Minutes

2/10/2021

- Requested approval to reallocate admin funds to program funds resulting in \$79.67 to be distributed to each county, totaling \$7,399.54 per county
- **Area 14 Audit – Final Results 2019**
 - Perry & Associates completed the Area 14 Audit
 - No findings related to the financial statement
 - No finings in the federal awards
 - A desk review of the audit has been accepted by the Ohio Auditor of State and require no modifications
 - ODJFS Completed a review of the Area 14 WFB single audit for year ending 12/31/2019, based upon the Perry & Associates report which resulted in no administrative findings, no uncorrected previous year findings, and no management letter recommendations related to the programs passed through ODJFS. Audit resolution process is complete.
 - Total Audit Cost \$7,950 to Perry & Associates
 - Total Audit Cost \$110.70 to Auditor of State
 - Awards Received from AOS
 - Outstanding Achievement in Open and Transparent Government
 - Ohio Auditor of State Award
- **ODJFS Audit & Monitoring**
 - Audit commenced for PY 18 & PY 19 (July 2018 – June 2020)
 - Audit has been extended to include PY20 through 12/31/20
 - Selected
 - Athens County CCMEP
 - Perry County WIOA Programs
 - Fiscal Agent

Director McKnight:

2020 Area 14 Annual Report presented (See attached PowerPoint presentation)

- Perry OMJ Moved to Hocking College – Perry Campus in December 2020
- Athens moved to Union Street, Athens in 2019
- Director Highlights
 - Attended BB of Opportunity 2020 Virtual Conferenced
 - Attended National Department of Labor Webinar which was attended by all 50 states and Puerto Rico
 - Attended Meigs and Athens Chamber events
 - Served on two Ohio Office Workforce Committees
 - Operations Restoration Committee
 - OMJCU Training Committee
- Career Pathway Numbers
 - Apprenticeship collaboration with Project Rise, Tri-County Career Center, and 3 OMJs presented to 80 students, 18 teachers, 4 community members

Area 14 Workforce Development Board

Executive Meeting Minutes

2/10/2021

- Monthly Career Panel presented to 15 students, 3 teachers, 2 community members
- Business Advisory Councils in all 3 OMJ Centers
- Universal Customer and Special Program Results for 2020
 - 17716 OMJ Assisted Individuals
 - 491 Resume Assistance
 - 613 Registered in OMJ
 - 40 OH-32 Flood Grant Participants
 - 117 Summer Youth
- Training Program Numbers
 - See Attached Presentation
- Employer Assistance
 - 29 OJTs
 - 31 Incumbent Worker Training Contracts for one employer
 - 182 employers received Rapid Response Services during COVID
- Additional Funding
 - See Attached Presentation
 - Business Outreach Funds received to increase outreach to community
 - OMJ Improvement Funds provided much needed technology improvements in OMJs
 - Opioid Grant received additional \$142K
 - OH-30 Grant returned \$130K
 - OH-32 Grant requested additional funds from DOL

Executive Committee Updates

Meigs Flood Grant

- Received additional funding which will allow program to operate through June 2021. The following were approved by the Executive Committee:
 - November 2020 received \$60,000
 - December 2020 received \$141,300

Work Experience Policy

- The executive committee voted and approved an increase to the hours and weeks that participants can work in our Work Experience Program to allow participants to gain more job experience and allow employers to more opportunity to determine whom they may want to hire based on a participants work ethic.
- Increases from 4 weeks to 8 weeks and/or 320 hours

Director's Office Relocation

Area 14 Workforce Development Board

Executive Meeting Minutes

2/10/2021

- The current office location will be closing soon. Space has been found at the Ohio University Innovation Center which will allow me to work with new start-up companies.
- Cost of \$247 per month which includes wifi, janitorial services, and access to a public conference room. First month's rent and deposit total \$494
- If needed, copier and hard wired computer total approximately \$3200/year.
- Relocation approved by Executive Committee

Appalachian Ohio Manufactures' Coalition Membership

- Recommend that Area 14 member become a Member of the **Appalachian Ohio Manufactures' Coalition** headquartered in Marietta. This is collaboration of Southeastern Ohio manufacturers to give voice to and find solutions to issues regarding supply chain and workforce opportunities that allow them to advance or expand their facilities.
- Government Institution Annual Fee totals \$250.

Current WIOA Policy Memos

Meaningful Assistance

- Awaiting clarification from the State regarding what Meaningful Assistance looks like in the OMJs

Opioid Grant Hours

- Requested approval to increase Opioid Grant worker's hours from 2040 to 4080 hours. The request was made at the same time as the extension request of the DOL grant to March of 2022. Awaiting response.
- This allows Perry and Athens to pursue the opportunity to partner with Ohio University on their HRSA Grant which is an apprenticeship opportunity for both Community Health Workers and Peer Support Workers resulting in free training through OU and placement in an Apprenticeship with our local behavioral health partners. If participants are eligible for the OPIOID grant, the OMJ's would be able to pay for the wages of the first group of cohorts in this apprenticeship.

Transitional Jobs Policy

- We have the opportunity to pay for up to 26 weeks of employment for people who qualify under the **Transitional Jobs Policy (TJP)**. The Transitional Jobs Policy is similar to the Work Experience Policy, however you can only use 10% of the Area's allocation, but allows for additional weeks along with 100% reimbursement of wages.
- If a participant did not qualify under the Opioid Grant or when that grant ends, the TJP would allow us to continue partnering with OU and businesses to help our participants gain work experience where they have had little to no experience, resulting in experience in higher wage jobs.
- We are seeking clarification of where the 10% comes from exactly due to the noted increase in substance abuse during COVID.

Area 14 Workforce Development Board

Executive Meeting Minutes

2/10/2021

Discussion - None

Motion to approve the TJP Updates as described above.

1st – David Brennan; 2nd – Molly Fitzgerald

Motion passed without opposition

Unemployment & Stimulus Plans

- Expecting an increase in initial applications as claimants who are exhausting unemployment benefits will now be given another 11 weeks of federal unemployment. ODJFS thinks there are 134,000 people that will be eligible to apply for and receive the additional 11 weeks of Federal UI.

Covid-19 Dislocated Worker Grant

- Our Covid-19 Dislocated Worker Grant is going well. The OMJs have a number of people who are out of work due to the pandemic in training programs for in demand job fields.
- Opportunity to request additional funds if needed and possibly receive any leftover year end excess funds from another area.

First Virtual Hiring Fair

- Area 14, Athens, Meigs, and Perry OhioMeansJobs Centers are partnering with JobsOhio/OhioSE and HireBoom to host our first on 2/24/21.
- Challenge to recruit employers and participants to register. Currently 25 employers registered
- Requesting everyone share our flyer with their networks and post on social media (Flyer Provided)
- Concerns are broadband / internet connectivity and digital literacy
- Future Virtual Job Fairs – We have not found the Brazen platform, nor the limit that JobsOhio has placed on our ability to invite the employers across all industries to be an issue.
- Currently researching and requesting 3 quotes from other virtual platforms
- Premier Virtual, an American, Veteran Owned company is being used by other WIBs for \$13,500 for a one year contract, which is less than Brazen. Premier allows unlimited number of job fairs which would allow us to partner with training centers to offer a training fair or internship fair. Also allows us to offer one-day, one-employer fairs. The opportunities are unlimited
- The Executive Committee voted and authorized Director McKnight to seek 3 quotes and proceed with contracting the best vendor.

Governor's Budget

- See information provided regarding the Governor's budget as it pertains to workforce development and continued small business support, both go hand in hand for the next year in order to help our businesses recover. We will continue to work with our area Chambers of Commerce, Economic Development, and the Lt Governor's Office to make sure our area businesses are informed and assisted if needed.

TechCred Program

Area 14 Workforce Development Board

Executive Meeting Minutes

2/10/2021

- See information provided regarding the **Tech Cred** for businesses. \$55 million has been earmarked for the next three years to help businesses upskill their staff with tech-focused credentials. I receive notice of any business that applies and does not qualify or partially qualifies, allowing OhioMeansJobs Center the opportunity to use other funds to upskill candidates.

Attached Documents

- **Unadjusted Performance Measures for PY20 QTR 1** for both WIOA and CCMEP
 - Area is doing well for the first Quarter which is hard as numbers are typically low and skills gains don't typically get reported until graduation.
 - We are meeting most categories and the ones that we are currently having a hard time with are very close to meeting especially once we have larger numbers of participants in the following quarters.
 - The measurable skills gains is low, but many of our participants are in 1-2 year trainings and won't be completing those until April. Measurable skills gains are entered yearly and must be entered by June 30th of each year which will result in an increase.
- **OhioMeansJobs Quarterly Reports**
 - Reports that we are still seeing a steady stream of customers using our centers. We have a good number of people participating in trainings which is great to see.

Other Business

- No Other Business Reported

Motion to Adjourn at 11:07 AM

1st – Jeff Circle; 2nd – Laura Davidson

Motion carried without opposition

Next meeting May 12, Location TBA