



Area 14 Workforce Development Board

Board Meeting Minutes: February 7, 2024

Board Members Present: Jeff Circle, Stephen Carson, Jessica Stroh, Robert Ogden, Medea Loibl, Brent Patterson, David Brennan, Buddy Malone, Jennifer Kleski, Ron Cooley, Caley Boyden, Melissa Sheppard, Laura Davidson, Jennifer Pollard

Guests Present: Joe Frazier, Director Area 14 WDB; Suanne Simpson, AOS Office; Tami Collins, Athens OMJ; Shawn Stover, Athens OMJ; Chris Quolke, Ohio University; Kendra Wilson, Perry JFS; Jean Demosky, Executive Director Athens JFS, Mendra Hupp, Assistant Director/Fiscal Agent, Perry JFS; Mike Bump, Athens JFS; Terri Ingles, Meigs JFS; Theresa Lavendar, Executive Director Meigs JFS; Shelly Adams, Meigs JFS; Tammy Goniea, Perry JFS; Cheryl Boley, Executive Director Perry JFS; Lenny Eliason, Athens County Commissioner;

The regularly scheduled meeting of the Area 14 Workforce Development Board (WDB) met on the 7th day of February 2024, in-person at the Innovation Center, and virtually via Zoom. A quorum was present with 14 of 19 Board Members present.

Chairman Ogden called the meeting to order at 10:04 AM. Joe Frazier took attendance.

Meeting minutes for August 9, 2023, were presented for approval.

1st – Dave Brennan; 2nd – Jessica Stroh. Motion carried without opposition.

Agenda for February 7, 2024, was presented for approval.

1st – Meda Loibl; 2nd – Jessica Stroh. Motion carried without opposition.

Speaker: Chris Quolke, Project Manager with Ohio University, ASCENT Project

Guest Presenter: Susanne Simpson with AOS Keith Faber's Office. Presented AOS Award to Area 14 WDB.

OhioMeansJobs Center Updates:

Athens: Shawn Stover gave update for Athens. He advised they are enrolling lots in WIOA and are about max capacity with caseloads. ASPIRE remains busy at OMJ and have been giving lots of TABE tests. Employment Counselors have been doing lots of resumes and serving the universal customer. Unemployment Pilot is going well and they are seeing 15 – 20 customers per week, when the UI worker is at the OMJ. Center working on hiring new staff, short a WIOA worker and an Employment Counselor. Shawn shared they have two SEP workers who have been doing very well and are gaining employment skills!

Meigs: Shelly Adams gave update for Meigs. She shared that they are very busy with universal customers this quarter. Doing a lot of job search and assisting with UI questions. Hired a new staff member to assist with the Resource Room and work with universal customer. They have a reverse job fair on 2/23 with Southern Local and an Apprenticeship Day on 3/16 at the Meigs Fairgrounds.

Perry: Tammy Goniea presented for Perry County. Tammy advised they received further BRN funds on 11/27 and used them to do postcard mailers about hiring events and hosted two successful job fairs after



sending mailers out. Perry OMJ is tracking layoffs with a local employer and has had two events to support affected workers. They have another job fair on 2/26 and are assisting with the recruitment for the Area job fair in April. They will be getting an UI representative, one day a week to assist customers as another part of the UI pilot program. Working with Perry County Court U-Turn program, meeting with youth in the court system and providing OMJ services to them.

Fiscal Report – Mendra Hupp

Mendra Hupp presented the fiscal documentation, and it was added to the meeting folder. Mendra also shared the fiscal updates virtually via screen sharing and in-person participants were able to view reports in real-time as Mendra covered the updates.

Fresh Start Grant: March 1, 2022 through March 31, 2024. Ends and Liquidates March 31, 2024. Requested amount \$600,000 for the Area – New total \$670,000. Received \$70k previous quarter. Received \$200k of 3rd final increment (in Jan 2024) o OWD has submitted a request to DOL for a 1-year grant extension through March 2025.

Business Outreach Funds: Business Resource Network Round 3, ends June 30, 2024 and liquidates September 30, 2024. Received full allocation of award. The outcome of the funds is to promote workforce development and develop customer-focused partnerships to deliver effective and efficient business services. Each county is responsible for spending their budget and in the categories approved by OWD project managers.

RESEA – PY 22, ends and liquidates March 31, 2024. Area received \$38,144 original plus an additional \$50,000 for total award of \$88,144. Area received total of \$38,036.85 for PY 23 which ends and liquidates September 30, 2024.

Pre-Apprenticeship program was extended, it ends and liquidates March 31, 2024. Area was awarded a total of \$260,427.50. Due to the short notice of extension, Area was not able to enroll further participants. Subgrants were 82% spent overall, Tri-County 100% Spent, Meigs Career Center 97% Spent, Mid-East Career Center 100% Spent.

3rd Year funding requests end 6/30/24 and liquidates 9/30/24. Athens is currently 51% spend and Perry is 0% spent, but will spent be by end of period.

ODJFS Program monitoring was completed, conducted by ODJFS, Office of Fiscal and Monitoring. Completed monitoring on NDWG – COVID 19 and PY 21 and PY 22 Fresh Start Grant, PY21-PY22 WIOA/CCMEP.

Local program monitoring completed with Sharon Parry through the contract with the Area. Completed both program and fiscal annual monitoring with no issues at the county level.

Area received QUEST Grant funding and has reached subgrant agreements with local training centers to provide Broadband training to customers. Subgrant in place with HAPCAP to cover the salary of Broadband Coordinator to determine participant eligibility.

ODJFS Fiscal Monitoring: completed o Conducted by ODJFS, Office of Fiscal and Monitoring. Perry County PY2021 – 2022, NDWG –COVID 19 and PY21 – PY22 Fresh Start Grant. No observations noted ODJFS – contacted Area FA in December 2023, start of review for PY22-PY23 (7/22-12/23)



Auditor of State (AOS) Audit: completed January 2022 - December 2022 Auditor of State: HINKLE Financials submitted by deadline of May 31, 2023. Cost \$8,200 paid to AOS for single audit. No observations or recommendations. Accepted by ODJFS – letter dated 1/12/2024.

DOL Audit: with ODJFS & Area WDB OH32 Flood (2021) Last communication received was in December 2023.

Director Frazier:

Annual Report

Director Frazier presented the 2023 Area 14 Annual Report. This has been added to the meeting folder for review. Joe reviewed stats and program numbers for the 2023 year and advised the OMJ centers did a great job serving customers.

Broadband – QUEST Policy

Director Frazier provided information about QUEST grant and the goal to provide broadband and 5G training to eligible participants. HAPCAP will be doing the case work and eligibility determination through subgrant agreement with the Area. Currently have subgrants in placed with 5 local training providers, TCCC, Hocking College, BHCC, Mid-East CC, and WCCC. Area 14 has enrolled first participant in QUEST in the state. Received marketing information from OWD and will be distributed to the 25 county node. Receiving \$12,000 in additional funds for VR headsets for the node to do career exploration activities in Broadband and 5G. A new policy was developed to assist case worker to determine eligibility. Follows federal and state guidance, regarding QUEST policy and WIOAPL 23-01. Policy was part of the meeting folder for review.

Director Frazier asked the Board for a motion to adopt Policy - Area 14.23-01 QUEST Round One NDWG. Dave Brennan moved the motion and Jeff Circle seconded the motion. Motion carried without opposition. Policy will be adopted and followed in regard to QUEST participant eligibility and enrollment.

OMJ Branding

OWD released new branding guidelines for OMJ Centers. Director Frazier presented new logos for Area 14 and OMJ Centers from OWD. Board will utilize new logo from OWD.

Grant Updates

Quest grant is in full swing. Working with 5 training centers in the area, who were the subgrantees. The area is overseeing the program for 25 southeast OH counties. HAPCAP is the subgrantee for case management services. Area was awarded 1.2 mil for the grant to provide training services in broadband and 5g. We have had one participant complete training. Currently working to enroll others in training



programs now. Completing outreach to the community. Receiving \$12,000 in funds for VR headsets for the node for career exploration from OWD.

Fresh Start grant ending 3/31, OWD has applied for an extension to the program, still awaiting further guidance from the state to determine if further funding will be obtained.

Apprenticeship grant ends March 31, 2024. Due to short time frame for the extension, Area was not able to enroll any further participants.

Athens OMJ still awaiting the completion of their mobile unit. OWD has asked for metrics for the utilization of BRN funds, will be working with the OMJs to provide these numbers to OWD.

Met with Federal Monitors for NDWG OH 32. They are working on wrap up on the monitoring, needed a few further documents from the Area. Have not received any correspondence since December 2023.

RFP OMJ Centers

Director Frazier advised the contracts with OMJ Centers are set to expire July 1, 2024. Director Frazier advised the Board will need to procure OMJ Center Operator, Adult and Dislocated Worker Services and Youth Services. Will be 2-year contracts, with the option to renew for an additional 2 years. Director Frazier needs Board approval to take resolution to each county Commissioners Office for approval to put RFP out. Director Frazier will also put together a scoring committee to score the RFP submissions. Scoring committee will consist of Board member from each county.

Director Frazier asked the Board for a motion to seek RFP in each Area 14 county. Brent Patterson moved the motion and Jeff Circle seconded. Motion carried without opposition. Director Frazier will seek the RFP with each County Board of Commissioners.

RFP Monitoring Contract

Director Frazier advised contract with Real Workforce Solutions is set to expire in March 2024. Joe will work with the fiscal team to issue a new RFP. Director Frazier advised we are required to have a monitor for fiscal and program monitoring purposes.

Unemployment Information

Director Frazier provided UI numbers for each of the three counties in Area 14. Athens – 4.1, Meigs – 5.3, Perry – 3.8. Perry OMJ currently working with affected workers from a local plant that will be closing in 2024, have already had hiring events for the affected workers. Asked Board members to advise of any layoffs they receive word of, so the affected workers and employers can receive services.

Performance Reports

Performance reports were provided in the meeting folders. Director Frazier advised that the PY 2022 unadjusted numbers were good for the Area. OMJs continue to serve high caseloads and do a good job.



OMJ Reports

Director Frazier shared OMJ quarterly reports in the meeting folder. Director Frazier advised the OMJ are seeing high participation numbers and have been very busy, as evidenced by the quarterly stats reported.

Help Wanted Jobs Report

Director Frazier showed the November and December 2023, job postings report for Area 14. 1000 jobs were posted in November and 991 in December. This report is in the meeting folder.

2024 Job Fair

2024 job fair planned for April 25, 2024. BRN Funding is already set aside for the event. Director Frazier advised he is seeking at least 70 employers and will be working with OMJ to have a great turnout.

Other Business

No other business was shared at this time.

Motion to Adjourn at 11:05 AM.

1st – Jeff Circle

2nd – Medea Loibl

Motion carried without opposition.