



The Chief Elected Officials of Area 14 Workforce Development Board (WDB) met for a scheduled meeting on the 20th day of November 2019, at the Ohio University Inn, Athens, Ohio. A quorum was present.

- 1. Director Laurie McKnight opened the meeting and a quorum was established with the attendance of Perry County Commissioner, Jim O'Brien, Meigs County Commissioner, Randy Smith and Athens County Commissioner, Lenny Eliason. The meeting commenced at 9:03 am. Commissioner Eliason made a motion to approve the minutes from the August 21st, 2019 meeting and Commissioner O'Brien seconded. All were in favor. Mr. Eliason made a motion to approve the agenda. Mr. O'Brien seconded. All were in favor.**

Also, in attendance were Athens County JFS Executive Director Jean Demosky, Meigs County Executive Director Chris Shank, Area 14 Fiscal Agent/Perry County JFS Assistant Director Mendra Hupp, Vince Reiber Meigs County CFO, and Tracy Helber, Athens County CFO.

2. Discussion on the job fair and budget-Director McKnight:

Three quotes were presented to the CEO's for the upcoming job fair for Area 14. The Athens Community Center, which usually hosts the event, total event budget with food, and advertising should be around \$3300-\$3500 at this venue. Hocking College with food being purchased through them and adding in the outside advertising budget, came in at a total of \$4800-\$5000. Ohio University with food being purchased through them along with parking having to be purchased and the cost of outside advertising came in at a total of \$7560-\$7760.

Mr. Smith responded that in looking at the budget, the cheaper would be better and since it has been successful in the past, felt no change of venue was warranted. He questioned why other venues were being brought up.

Mendra Hupp responded that Perry County felt it would be a good partnership with the counties and Hocking College. She also stated that Perry County was going to bus people if this was an option since it is closer for Perry County.

Mr. Eliason moved to keep the same location. It was seconded by Mr. Smith. All were in favor.

Mr. Eliason made a motion to approve the budget of \$3300-\$3500 for this year's job fair. It was seconded by Mr. O'Brien. All were in favor.

3. Fiscal Report-Mendra Hupp:

Mendra passed out the fiscal update report. She explained that FY20 has not been reflected on the forms. Athens will get \$238,000, Meigs-\$145,000 and Perry-\$127,000 for the Adult/Dislocated programs. Athens will get \$109,000, Meigs-\$135,00 and Perry-\$77,000 for the Youth (In & Out of School Programs). These funds run

through 2021.

OWIP will be extended to June of 2020. There should be more placements and incentives to be paid out. She explained that this is for people on cash assistance who found employment.

OH30 is transitioning to OH32 in the last few weeks. All has been transitioned except the needed disposition of supplies. Administration funds could possibly be sent down. We will work with the agencies to make sure all the OH 30 funds get spent. The hope is to get the OH32 contract extended to as well so that we can make sure all those funds are spent. We have not had word on this yet.

Opioid Grant 3 was awarded totaling \$167,329 for Area 14 for the grant period of April 1st through March 31st, 2021. No funds have been drawn down yet.

RXQ is working on their 1st invoice. It is in liquidation and needs to be taken out by December 6th to be in line with the requirements.

Vince asked about final pay outs. Mendra stated that last pay outs will be 12/20/19 and those are for anything submitted by 12/16/19.

Mendra stated that no WIOA funding money was sent back to state at the end of the last fiscal year. Athens helped with moving funds to be able to use all the funds that would expire and have to be returned otherwise.

Mendra stated that with the additional grants, the Area fiscal budget was in good shape.

4. Provider Contracts-Director McKnight:

Service Provider contracts will need to be put out for bid in 2020. It was discussed and Director Boley believes that the CEO's attended and scored the bid opening. McKnight would like to schedule this for a date in April if the commissioners agree.

The last time this was done: Mr. Bartrum made a motion that the CEO group recommend to the Area 14 WDB that all 9 pieces (three programs across three counties-the includes the OMJ center, career and youth services) be procured under one RFP, with bidders having the option on which pieces they wanted to bid on.

Discussion was made on the date with Mr. Eliason asking that this take place prior to the CEO meeting on May 13th. All discussed if this gave enough time for the bidding process and implementation. Everyone agreed it would. McKnight will present the RFP to the commissioners at the next CEO meeting on February 12th for this to be voted on.

Mr. Eliason made the motion to approve the provider contracts including all 9 pieces and being procured under one RFP. Mr. O'Brien seconded. All were in favor.

5. Opioid Grants-Director McKnight:

Opioid Grant 3 has been received and all three counties have completed their local plans on how each county will be spending their monies. Each county was granted different levels of funding based on opioid related deaths and reports from Children Services on foster care. This grant goes to March of 2021.

There was a group discussion about what the counties were doing with the grant. Meigs is providing the grant money to the schools to use for student monitors. Athens is providing the grant money to Serenity Grove to help fund a peer support specialist. Perry will be contracting with a provider to fund a navigator to help with children

whose families have been affected by Opioid use.

6. Performance Measures-Director McKnight:

Performance Measures are now going to be adjusted. The current report was provided and is the unadjusted report. The adjusted report is due out sometime around the end of the year. The adjusted model will take participant characteristics into consideration such as highest grade completed, individuals with a disability, veterans, foster care and more. Then they will take economic factors into play such as total employment and unemployment rate. Ultimately, the adjusted model will adjust our performance goals. The first year, which has now ended essentially is your waiver year. The two years after this, will be counted. The State is indicating that areas will be given two years to improve if they are not passing. They will be offered training by OWD to help improve.

7. Veteran Policy-Director McKnight:

The Veteran policy has been updated and is in the board section. I included the link for the WIOA policy definitions and the references at the end. This way, we will not have to continually update all our definitions based on State changes and can look at the reference sections as needed.

8. Additional Business:

Mendra stated that Buckingham Coal affected 55 of the 115 people in Perry County. One person has started their CDL training with the possibility of 3-4 starting on Monday. They will possibly be doing a computer course. Displaced homemakers will also be looked at to see if they need or would like training as well if their spouse was the primary worker.

More will be presented on this at the Board meeting which is after this meeting.

Mr. Eliason asked if anything needed to be done about the audit report Mendra handed out. Mendra stated that no findings were given and the State award was presented at the last meeting, but this was the final report.

Mr. Eliason asked for clarity on the invoicing that Athens does for Director McKnight. He stated that since she is hired under Athens County, the board should be following Athens County policy which would allow for tips to be included in the travel reimbursement.

Mr. Eliason made a motion that Director McKnight will be under Athens County policy and procedures. Mr. O'Brien seconded. All were in favor.

A second discussion took place about how invoicing would be done. Mr. Eliason indicated that any changes need to be communicated with Director McKnight. Mendra stated that McKnight and the Perry Fiscal Supervisory would discuss what needs to be done to make this an easier process.

With no further business, Commissioner Eliason made a motion to adjourn. Commissioner O'Brien seconded the motion. With the motion passing, the meeting ended at 9:49am.