



The Chief Elected Officials of Area 14 Workforce Development Board (WDB) met for a scheduled meeting on the 13th day of May 2020, via Google Meet due to Covid-19. A quorum was present with Commissioner Eliason and Commissioner O’Brien present.

- 1. Director Laurie McKnight opened the meeting and a quorum was established with the attendance of Perry County Commissioner, Jim O’Brien and Athens County Commissioner, Lenny Eliason. The meeting commenced at 8:37am. Commissioner Eliason made a motion to approve the minutes from the February 12, 2020 meeting and Commissioner O’Brien seconded. All were in favor. Mr. O’Brien made a motion to approve the agenda. Mr. Eliason seconded. All were in favor.**

Also, in attendance via video or phone 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 Rob Ogden, WDB Chair, Meigs County OMJ Supervisor, Theresa Lavender.

2. Scoring Committee Recommendations-Director McKnight presented:

Due to Covid-19 there were some changes. Director McKnight allowed for drop-off of the RFP’s and this was posted to the website and bidders were notified as well. Receipts were provided. One of the scorers was not able to attend due to illness and at the time had not been tested yet so we decided to air on the side of safety. Tracy Clark attended remotely via video conference. Rob Ogden and Director McKnight met at the OU Inn. 1 proposal was received for each county OMJ. All bids were scored in occurrence with policy. All proposers received the maximum amount of points available for their proposals. The scoring committee recommended that Athens, Meigs and Perry JFS be offered the 2-year contract with the possibility of 2-1 year extensions for a total of 4 years.

A motion was made by Mr. Eliason to accept the bids and present for approval to the Area 14 WDB and seconded by Mr. O’Brien. All in favor.

3. Fiscal Report-Mendra Hupp:

Mendra emailed out the fiscal update report. OWIP will run thru June 30, 2020 and then will not be renewed.

There is administration money that could be used for OH-32 in each of the counties. Mendra would recommend to the CEO’s to transfer \$39,000 from administration for each of the counties totaling \$117,000. This will allow for the program to continue and clean-up to continue.

A motion was made by Mr. Eliason and seconded by Mr. O’Brien. All in favor.

The Office of Workforce Development is looking at what they are calling 3rd year money to see about being able to allow the Area's to keep their 2nd year money that is expiring. There has been no final memo sent out on this yet. Once there is, an executive committee meeting will need to be held accepting the allocations.

Opioid Grant 3 expires March 2021. The area has requested additional funding to expand programs. Athens-\$17,775 and Perry-\$125,000. No official award but were encouraged to move forward and work to implement or enhance the programs in the communities with the ideas that were submitted.

OhioMeansJobs centers were given money for center improvements that should enhance the customer's experience. Athens-\$25,187.02, Meigs-\$27,998.07, and Perry \$21,823.21 for a total of \$75,008.30. To be spent by September 20, 2020.

Hinkle system-Auditor of State financials due by May 31st. There was an extension, but we should meet the original deadline.

Initial information has been sent to Perry and Associates to begin this year's audit. This will cost just under \$10,000.

PY19 and FY 20 is on the current allocations list that is on the handout. This includes obligations or accruals as of March 31, 2020. These funds expire June 30, 2020.

4. RXQ & additional funding update-Director McKnight:

RXQ completed and was approved for their 2nd round of both Incumbent Worker Training funds though Athens County JFS and the Layoff Aversion plan with the Rapid Response department of the Office of Workforce Development. They are eligible for \$25,000 in dislocated WIOA Athens County funds and \$104,688 in State funds.

The Area has received funding from the Office of Workforce Development to make improvements to their resource rooms as mentioned in the fiscal update. This has only been given once before and it is with the understanding that upgrades will be built into charges in the MOU with the partners from now on. This is to be spent on computers or tablets for participant use, televisions, ADA compliant work stations, technology upgrades like internet, software purchases, copy/scan/fax machines, health and safety improvements that might be needed for COVID-19, furniture and OMJ signage both interior and exterior. Funds have been received and any purchases between October 1, 2019 to September 30, 2020 will be allowed under those categories.

Area 14 has also requested additional Opioid Grant 3 money that the OWD has said they will provide to us. They have not officially given us an award but have said that we can proceed in writing up contracts. The additional funding amount would possible be \$157,000.

A request for additional funds if other areas were not going to use all of theirs for the flood grants was made so our area can finish up needed work sites.

The Executive Committee voted to provide funds for to the scoring committee to have a meeting room and provide lunch for those in attendance. Votes of yes were received from Randy Smith, Sara Marrs-Maxfield and David Brennen. Fiscal abstained from voting since they were a bidder. The total cost for the May 4th meeting was \$92.00.

5. Performance Measures-Director McKnight:

The Effectiveness in Serving Employers report was presented. OWD started tracking this back in 2018. At the

time most of the counties were not entering this data. OWD and DOL will be using this data to show that employers are using our services and that they are coming back to received additional services or are employing our participants and keeping them employed which is the retention rate. Retention is measured by if they are still employed during the 2nd and 4th quarters. Numbers are low in this report, but these were our baseline rates. Improvements will happen now that staff have been trained. Area 14 was at 33.3% for repeat business, employee retention for adults was at 64.1%, 83.35 for dislocated workers and 59.1 percent for youth. Both the dislocated and youth are above the statewide percentages.

The unadjusted quarter 2 CCMEP and WIOA were shared. CCMEP is showing Employment 2nd quarter after exit is above the Statewide rates. Employment 4th quarter and Credential attainment are just slightly below the Statewide rate

The WIOA unadjusted the Area is meeting or exceeding in all the Adult categories. Area 14 missed in dislocated is employment 2nd quarter after exit by .2%. Median wage was at \$14,473. WIOA youth rates are exceeding in every category.

6. Policy Updates-Director McKnight:

Incumbent worker training policy updated to reflect what was discussed in the last CEO and board meetings. Revisions will allow for use of IWT funds for non-layoff aversion training such as six sigma and lean, as well as a per person cap for training at \$2000. A company cannot receive funding more than once every 5 years.

A motion was made by Mr. Eliason to present revisions to the board and seconded by Mr. O'Brien. All in favor.

The office of workforce development put out a memo to update their adult and dislocated eligibility policy for COVID-19. Draft of the Area 14 policy was presented to include their recommendations. This will allow for people laid off because of COVID-19 to receive training. They will only need to complete a self-attestation saying they were laid off due to COVID-19. It will also allow self-employed individuals the same liberty.

A motion was made by Mr. Eliason to present revisions to the board and seconded by Mr. O'Brien. All in favor.

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 9:01am.