



**The Chief Elected Officials of Area 14 Workforce Development Board (WDB) met for a scheduled meeting on the 13th day of June 2018, at the Ohio University Innovation Center, Athens, Ohio. A quorum was present.**

- 1. (Former) Director Jean Demosky opened the meeting and a quorum was established with the attendance of Athens County Commissioner, Lenny Eliason, Perry County Commissioner, Jim O'Brien, and Meigs County Commissioner, Mike Bartrum. The meeting commenced at 10:00 am. Commissioner Bartrum made a motion to approve the minutes from the March 16th, 2018 meeting and Commissioner Eliason seconded. The motion carried.**

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

## **2. Replace the Workforce Development Director Position:**

With former director Jean Demosky accepting the position as Executive Director of Athens County Job and Family Services, a new Workforce Development Board Director will need to be searched. The CEOs discussed their options for replacing the position and decided to maintain the current arrangement where the Athens County Commissioners' Office administers the role's payroll, benefits, and general supervision. Since oversight authority had been previously approved by the CEOs, a new motion was not needed as there are no changes. Athens will appoint an interim director to provide separation of duties and signing authority between the WDB Director and the Athens County JFS Director.

Director Boley asked that a duty be added to the WDB Director role. She requests a new person will be responsible for summarizing the effects lengthy emailed changes have on the OMJs and the agencies. Jean will make that a part of the new director's training.

## **3. New Workforce Development Board Members:**

Jean advised the CEOs that there are several board member terms expiring/resignations. Whereas the local Workforce Development Board members will be appointed by the respective Boards of County Commissioners in compliance with WIOA section 107(c), each Board of County Commissioners will appoint the proper replacement members to comply with WIOA requirements as outlined in WIOA section 107(b)(2).

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#### **4. Area Designation/Redesignation**

Jean reported that Area 14 has a window of time to ask the state to redesignate the counties/region that make up the area. After brief discussion, the CEOs decided to keep Area 14 as is, and instructed the WDB director to refrain from petitioning a change.

#### **5. Area 14 Workforce Development Board Recertification**

Jean explained the Board's current 2-year certification is good through September 2018 so the verification and paperwork will need to be filed with the state in order to become recertified through 9/2020. (WIOAPL 16-04) Part of the certification process is to ensure the board make up is in compliance with WIOA requirements as outlined in WIOA section 107(b)(2). Jean said she would work with the new WDB director to accomplish this by the deadline.

#### **6. Continuance of OhioMeansJobs Operator Contracts**

Jean recommended the three county OMJs continue to be operated by the local JFSs. The current contract for services is good through 6/30/18. The CEOs have the option to renew the contract for the upcoming year (ending 6/30/19). Commissioner Bartrum made a motion to renew the contract for the three counties' operation of the three county OMJs. Commissioner O'Brien seconded the motion and with all in favor, the motion carried. Each county's Board of Commissioners will also approve their county's individual contract extension.

#### **7. SE Ohio Workforce Region Sector Strategy Study and Survey**

Jean presented an update to the SE Ohio Workforce Region Sector Strategy Study and Survey report. The group reviewed and looks forward to more information that can hopefully be compared with similar information from the other regions across the state.

#### **8. Fiscal Report**

Mendra Hupp, Area 14 Fiscal Officer presented the area fiscal report which showed we are on track for spending. She also reported an RFP was sent out for proposals to administer the disaster relief work related to the National Dislocated Workers Grant each county of Area 14 was awarded for the recent flood damage. A 3-county team has been formed to review the proposals. While the amount awarded has not been finalized, she is fairly confident each county will have money to hire workers for clean-up projects. This grant is similar to the one counties in our area were awarded for wind damage a few years ago. Mendra also reported auditors will be onsite sometime in the month of August.

#### **9. Adjournment**

With no further business, Commissioner Bartrum made a motion to adjourn. Commissioner O'Brien seconded the motion. With the motion passing, the meeting ended at 11:00 am.