



Area 14 Workforce Development Board
CEO Meeting: November 6, 2024

The Chief Elected Officials of the Area 14 Workforce Development Board (WDB) met for a scheduled meeting on the 6th Day of November, 2024, both in-person at the OU Innovation Center and virtually via Zoom.

Commissioner Miller opened the meeting, and a quorum was established with the attendance:

- Lenny Eliason, Athens County Commissioner**
- Shannon Miller, Meigs County Commissioner**

The meeting commenced at 9:02 AM. Commissioner Eliason made a motion to approve the minutes from the August 7, 2024 meeting and Commissioner Miller seconded. All were in favor. Commissioner Eliason made a motion to approve the agenda for August 7, 2024, Commissioner Miller seconded. All were in favor.

Also in attendance were: Meigs CDJFS Director Theresa Lavender, Area 14 Fiscal Agent / Perry CDJFS Interim Director Mendra Hupp, Athens CDJFS Fiscal Director Tracy Partee, Meigs CDJFS Deputy Director Vince Reiber, Athens CDJFS Executive Director Jean Demosky and Area 14 WDB Director Joe Frazier.

Fiscal Update:

Mendra Hupp presented the fiscal update. Fiscal documentation was provided and added to the meeting folder. Mendra provided a breakdown of terms commonly used, for ease of interpretation.

Fresh Start: No cost extension approved by DOL – ends and liquidates March 31, 2025.

Currently on track to expend all funds by November 30, 2024. Working with OWD to request further funding opportunities through DOL.

Business Outreach BRN: Ends June 30, 2024 and liquidates September 30, 2024. Area fully expended on this grant, and will not be renewed, per OWD. Funding was utilized to connect counties with local businesses and make for more efficient business service delivery.

RESEA: Ends March 31, 2024 & Liquidates September 30, 2024. Received \$38,144 original PLUS additional \$50,000.

3rd year Funding / State Special Projects: Received a total of \$198,779.85 and are currently 100% spent on that funding project. Can request additional funding for special projects on an as needed basis.

QUEST: Total award for Area 14 \$667,739, DOL approved OWD's request for a no-cost extension through June 2025. Joint application including Area 14, Ohio University and Hocking College. Purpose is to enhance the public workforce system's ongoing efforts to empower America's unemployed and underemployed workers through worker and business engagement, to elevate equity and to connect jobseekers with high-quality jobs. HAPCAP – Broadband

Coordinator subgrant agreement from an RFP. Amendments to subgrant agreements were completed – either extension or extension and change in ceiling.

OMJ Rebranding: Funding ends on June 30, 2024 and liquidates on September 30, 2024, however an extension was given by OWD through December 31, 2024. Each county received \$4,000 and the Area received \$1,000 in administrative funding, for a total of \$13,000. So far Athens and Meigs 100% spent. Perry still working to spend funds.

OHMAS Grant: Received grant award of \$649,390 to partner with community behavioral health centers to build up and further the workforce. Working with OHMAS to secure funds and be able to distribute to Athens and Perry Counties for service delivery. Currently PCDJFS and ACDJFS are subgrantees to deliver the services.

ODJFS Fiscal monitoring is currently in progress as well as Auditor of State Audit, with HINKLE Financials submitted on May 30, 2024. Audit is currently in the final stages. Cost estimate to be no more than \$10,000 for the single audit.

WIOA Updates:

Director Joe Frazier presented WIOA and grant updates to the CEO Committee.

Policy Updates:

Director Frazier presented one policy update to the CEO Board.

Limited Funds Policy:

Currently there is no formal policy on limited funding. There was a previous policy under WIA, however we do not have a formal process for customer application processing, during times in which counties have enrolled participants and their expected expenditures are expected to be equal to total allocations. Policy outlines requirements to set up a waiting list and the priority of service on the waiting list, as well as how long applications will be held.

Commissioner Eliason made a motion to approve the policy to go before the Board and Commissioner Miller seconded. Policy was approved to move forward without opposition.

ACCCRC OMJ Certification:

Joe advised that ACDJFS recently opened a new location in Nelsonville. They are seeking to provide OMJ services at this facility and receive an affiliate certification. Joe explained the process for certification process and asked permission to put together a certification team and work with ACDJFS staff to complete the process. Commissioner Miller made a motion and Commissioner Eliason seconded. Motion carried with opposition.

2025 Meeting Schedule:

Joe discussed plans for 2025 meeting schedule. Meetings to remain on the first Wednesday of February, May, August and November. Joe suggested each county hosting a Board meeting. Joe suggested February 5, 2025 meeting to be held at ACCCRC in Nelsonville, May 7, 2025 to be held at Perry County Opportunity Center, August 6, 2025 to be held at OU Inn and November 5, 24 to be held in Meigs County. Commissioner Miller suggested the Blakesly Center to be the

location of the November meeting. A motion was made by Commissioner Eliason and seconded by Commissioner Miller to approve 2025 schedule. Motion carried without opposition.

Grant Updates:

Director Frazier presented updates on grants.

QUEST – Extension through DOL Granted through June 30, 2025. Working with subgrantees to move funds around and exploring adding in new training providers. So far have covered 25 eligible participants in training programs. Completed CIPS with OWD, had an issue with participant eligibility, however Joe was able to find an area In policy that would deem the customer able to be funded through QUEST, allowing us to keep the participant under QUEST and not have to spend WIOA Adult funds to correct the issue, saving the Area over 3,200.00 in WIOA Adult funds.

RESEA – Pilot program is in full swing, OMJ Centers are meeting and exceeding all numbers in this program.

Fresh Start – Running out of funds, should be spent by end of November 2024. Awaiting word from OWD on their proposal to DOL to continue programming into 2025 with their new grant application. Joe advised he submitted a proposal to OWD that Area 14 would like to participate if any further funds are awarded to OWD from DOL.

OHMAS – Received funding from OHMAS. Perry County is working with PBHC on the grant and Athens is working with HRS. Currently have 6 participants enrolled in training in Athens County to be funded under the grant. Have a mental health worker in Athens OMJ once per week to meet with interested participants. Have signed OJT contract with HRS to assist with support services and salary costs for newly hired participants.

BRN – Closed out, submitted last report to OWD and completed exit meeting. OWD seemed to be pleased with our results and reports.

Area 14 Program Monitoring – Sharon Parry has completed monitoring on all three counties. No eligibility concerns noted in files reviewed and positive feedback provided.

Athens CCMEP / WIOA Monitoring – OWD conducted monitoring of Athens OMJ files. 3 CIPS finds, all on very correctable items. CIPS were in relation to source documentation, completion of assessments for participants and ensuring contact attempts are documented. Joe advised the OMJ has worked with him to correct these issues, and Joe submitted the Area's plan of action to remediate the findings.

Performance Negotiations – Joe completed this with OWD, completed negotiated metrics are in the meeting file. Joe was able to negotiate a \$250.00 decrease in all 2nd quarter after exit wages, due to statistically lower pay in Area 14 counties.

Joe submitted a letter of interest for ARC Ready to Grow grant. This will be due in February; Joe's initial proposal was to hire a Grants and Special Projects Coordinator to assist in bringing in additional funds to the Area. Joe will be working on this proposal over the next few months.

Performance Reports:

PY2023 Annual unadjusted reports were recently sent out to Areas. Joe advised the full report was in the meeting folder and also presented metrics to the CEO's during the meeting, via slide

show. Joe noted that the Area is on track to meet all metrics in WIOA Adult and WIOA/CCMEP Youth. Current concerns are related to D/W as with small cohorts, only a few negatives will drastically affect metrics. Joe advised he is working with OMJs to increase D/W enrollments via RESEA participants and advised the recent enrollments of Rapid Response customers will increase the Area's D/W cohorts and hopefully improve metrics.

Unemployment Numbers:

Joe discussed current unemployment rates and advised that it does appear that the job market is beginning to pick back up, as job postings are increasing Area-wide.

Athens: 5.3

Meigs: 6.0

Perry: 4.5

Job postings in September – 1,095

OMJ Quarterly Reports:

Joe advised quarterly reports are in meeting folder and covered a few key points.

Total Customers Served: 2,813

Employment reported: 60

Staff assisted resumes: 157

Average WIOA customers: 102

Average D/W customers: 10

Average OSY customers: 72

Average ISY customers: 64

Help Wanted Jobs Report:

1,095 jobs posted in Area 14 in the month of September. Joe advised this report was in meeting folder and also reviewed with CEO's.

2025 Strategic Goals:

Joe advised that in response to the OWD training recently presented, Joe wanted to have Board members vote on their four highest priorities for 2025. Joe advised he had eight different ideas for 2025 goals, and he would send out via an anonymous survey for members to select their top four or suggest others. Joe advised he would take this information and develop a plan to further discuss in February's meeting.

Other Business:

Board Subcommittees was tabled at the August meeting as Chair Ogden could not make the meeting. Joe advised he planned to present to the Board, if Chair Ogden was in attendance. Joe would like to put together one subcommittee as a pilot for potential growth into other areas.

Motion to Adjourn:

Motion made by Commissioner Miller and seconded by Commissioner Eliason. The meeting was adjourned at 9:30 AM.

DRAFT