



## **Area 14 Workforce Development Board**

**Board Meeting: November 6, 2024**

**Board Members Present: Josh Rennison (proxy for Stephen Carson), Chris Quolke (proxy for Medea Loibl), Dave Brennan (Vice Chair), Trevis Thompson, Jeff Circle, Melissa Sheppard, Tracy Clark, Caley Boyden, Jennifer Pollard, Dave Hannum, Jennifer Kleski, Brent Patterson, Jessica Stroh, Robin Fowler, Buddy Malone**

**Guests in Attendance: Joe Frazier (Area 14 Director), Emily Boyer (Tri-County), Connie Altier (Tri-County), Mendra Hupp (Area 14 Fiscal Agent / PCDJFS), Vince Reiber (MCDJFS), Theresa Lavender (MCDJFS), Jean Demosky (ACDJFS), Lisa Radford (ACDJFS), Shawn Stover (ACDJFS), Tammy Goniea (PCDJFS), Shelly Adams (MCDJFS), Raeh Ledford (OWD), Sam Davidson (OWD).**

**The regularly scheduled meeting of the Area 14 Workforce Development Board (WDB) met on the 6th day of November 2024, in-person at the Innovation Center, and virtually via Zoom. A quorum was present with 15 of 19 Board Members present. Vice Chairman Brennan called the meeting to order at 10:06 AM. Director Frazier took attendance. Vice Chairmen Brennan started the meeting with a round of introductions.**

**Meeting Minutes for August 7, 2024, were presented for approval. Buddy Malone made a motion to approve the minutes and Chris Quolke seconded. Motion carried without opposition.**

**The agenda for November 6, 2024, was presented for approval. Jeff Circle made a motion to approve and Chris Quolke seconded. Motion carried without opposition.**

**Vice Chairman Brennan introduced guest speaker Connie Altier of Tri-County Career Center, who presented information regarding TCCC and their current programming.**

### **OhioMeansJobs Center Updates:**

**Athens County** – Shawn Stover presented updates for OMJ-Athens. Shawn provided insight on the Area's presentations at the OWA conference in September. Shawn discussed current partnerships with HRS for the OHMAS grant and how the OMJ is working to enroll customers in behavioral healthcare training. Shawn advised of a recent job fair, in collaboration with AOMC, that was a large success. Shawn advised workers are trying to manage caseloads efficiently and they are working to balance caseloads. Shawn advised that he was appreciative of Director Frazier setting up OMJ management meetings with other workforce area staff to share insights and best practices.

**Meigs County** – Shelly Adams gave the updates for OMJ-Meigs. She advised that they are currently back to enrolling for WIOA/CCMEP and no longer have a waitlist. Shelly shared about

their annual job fair in which over 113 students and 30 job seekers attended. OMJ is partnering with their local chamber to help with the annual Women in Business Conference. Meigs OMJ assisted with a veteran's event in which coats, haircuts, resources and meals were given out. Shelly advised they are working with Mark Porter to continue the Pre-Apprenticeship program and have five students from Meigs Local interested. Currently working with local schools on career development, resumes and soft skill assistance.

**Perry County** – Tammy Goniea shared updates for OMJ-Perry. Tammy shared about her presentations with local staff at OWA conference. Currently are serving 145 customers through their WorkPlus program. They are working hard to do more outreach with the local libraries and community locations to spread the word on OMJ services and assist community members. Perry County is doing a Hire a Vet campaign on social media. Currently have 3 WIOA D/W applications from the Rapid Response event at Post Holding and have enrolled 1 participant so far in training. Served a total of 33 individuals from the Post Holding closure. The UI pilot program is doing well so far, they are busy assisting customers and 18 customers were served this past week. OMJ-Perry is working with Perry Behavioral Health to deliver services under the OHMAS grant and they have hired an Outreach Coordinator for the grant.

#### **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.

3<sup>rd</sup> 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 Board.

### **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 2<sup>nd</sup> 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 Board 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 the meeting folder and also reviewed with Board members.

**Policy Updates:**

Director Frazier presented one policy update to the 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.

Jeff Circle made a motion to approve the policy and Dave Brennan seconded. Motion carried 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 certification process and asked permission to put together a certification team and work with ACDJFS staff to complete the process. Chris Quolke made a motion and Jeff Circle seconded. Motion carried without opposition.

### **2025 Meeting Schedule:**

Joe discussed plans for 2025 meeting schedule. Joe suggested that meetings 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. Joe advised he talked with the CEO Board and Commissioner Miller suggested the Blakesly Center to be the location of the November meeting, in Meigs County. Trevis Thompson made a motion and Buddy Malone seconded. Motion carried without opposition.

### **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 at today's meeting. Chair Ogden was not present for today's meeting, therefore this will be tabled for another meeting.

### **Motion to Adjourn:**

Motion made by Jeff Circle and seconded by Chris Quolke. Motion to adjourn was approved at 11:17 AM.

DRAFT