



The Area 14 Workforce Development Board (WDB) met for a regularly scheduled meeting on the **2nd day of February 2017**, at the Ohio University Inn, Athens, Ohio. A quorum was established by sign-in.

**1) Chair Robert Ogden opened the meeting, introductions followed.**

**2) Approval of previous meeting minutes**

Jeff Circle made a motion to approve.

Brent Patterson seconded the motion.

No discussion.

Motion passed.

**3) Updates from the three Ohio Means Jobs Centers**

**Meigs-** Talked about a recent success story. A person came through the Comprehensive Case Management Employment Program (CCMEP). She successfully completed an On-the-Job-Training program at Kimes Nursing Home. She is now making \$11 an hour and is no longer in need of public assistance.

**Perry-** Recently assisted a client with little work experience and multiple barriers to employment. Through CCMEP, Perry County was able to work with this individual and help her overcome the employment barriers. She has an interest in working in the veterinary field and will be starting college in August to pursue that interest.

OMJ - Perry had a mystery shopper. All went well and shopper felt like he was provided with correct and useful information.

ABLE is now on site at the OMJ - Perry center.

Passed out material Perry County uses for outreach to promote the OMJ center.

**Athens-** Discussed the 13<sup>th</sup> annual job fair. It will be April 19, 2017.

The Senior Community Service Program is now under Goodwill Industries. This program serves those 55 years of age and older.

The re-entry program is serving many individuals who have been released from prison. Demand has exceeded capacity, so OMJ - Athens is primarily focusing on those released within the last 12 months.

OMJ - Athens reports over 1000 customers coming through the doors each month for a variety of OMJ services.

OMJ - Athens enrolling people through WIOA and steering them to in-demand occupations.

#### **4) Director's Report**

**A)** Scott Zielinski, passed out a document titled "Understanding the Procurement of the One Stop Operator, Career Services and Youth Services for Area 14." This is a plain language document which explains the Request for Proposals process and time lines.

He also informed the WDB that the County Commissioners Chief Elected Officials (CEOs) consortium reviewed the RFP and approved it.

He asked for a motion to accept the recommendation of the CEO consortium and issue the RFP for One-Stop Operations, Career Services and Youth Services for Area 14 on February 3, 2017.

Ethan Frank-Collins made the motion.

Gary Arnold seconded the motion.

There was no discussion.

Motion passed.

**B)** As for scoring the proposal, a committee was already in place for procurement. It was suggested that the same committee become the scoring committee. Current members are Scott Zielinski, Misty Milstead and Patti Smith.

Sara Marrs-Maxfield made a motion to name the above to the scoring committee and to authorize the Chair, Robert Ogden, to add members as needed.

Patti Smith seconded the motion.

There was no additional discussion.

Motion passed.

**C)** The director discussed the local and regional plan. The plan consists of Area 14 (Athens, Meigs and Perry) Area 15 (Monroe, Morgan, Noble and Washington) and Area 16 (Belmont, Carroll, Harrison and Jefferson). The consultant is ready to issue the draft plan and it will be sent out to members shortly. After reading, WDB members are encouraged to give feedback to the director.

#### **6. Fiscal Report**

The fiscal report was presented by Mendra Hupp, Assistant Director for Perry County Job and Family Services, fiscal agent for Area 14.

She passed out a variety of documents for WDB members to review.  
She also gave a preliminary report on the last audit. The early word from the auditors is positive and she does not anticipate any issues.  
Gary Arnold made a motion to approve the fiscal report.  
Kelly Hatas seconded the motion.  
There was no discussion.  
Motion passed.

## **7. Contract, Chris Innis for monitoring services**

Gary Arnold made a motion for Area 14 to enter into a contract with Innis Consulting for the purpose of monitoring.  
Brent Patterson seconded the motion.  
There was no discussion.  
Motion passed.

## **8. Documents reviewed.**

The director passed out the following documents for WDB members to review.  
A report from the Governor's Executive Workforce Board.  
A PY 2016 Quarter 1 "What if" performance outcomes for Adult and Dislocated workers.  
A help wanted online job postings document for Area 14.  
A document showing statistics for the October, November and December 2016 quarter.

## **9. Adjournment**

Ethan Frank-Collins made a motion to adjourn.  
Gary Arnold seconded the motion.  
Motion passed.  
Meeting adjourned.