



The Area 14 Workforce Development Board (WDB) met for a regularly scheduled meeting on the **26th day of October 2017**, at the Ohio University Inn, Athens, Ohio. A quorum was not present.

**1) Vice-Chair David Brennan opened the meeting, introductions followed**

Stephanie Cleland was introduced as the Meigs County replacement representative needed because of the resignation of Kelley Hill. Welcome Stephanie! She is an administrator at the Overbrook Rehabilitation Center in Middleport and will begin her term 10/26/17.

**2) Approval of previous meeting minutes**

With no quorum, minutes will be presented at next meeting for approval.

**3) Approval of amended agenda**

With no quorum, agenda will be presented at next meeting for approval.

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

**Perry-** OMJ Center completed their state certification review. They wish to thank the review team including board members Kelly Hatas, Troy Nash, and Patti Smith as well as local business owner, Steve Thompson. It was a good experience and Cheryl commended the OMJ team for their thorough and informative presentations as well as Angela and Ben for their prep work.

OMJ Center has initiated monthly workshops. A sort of “WIOA 101” approach to things like resume building.

Perry County OMJ staff took their “mobile OMJ center” RV to a local Resource Rally where employers set up tables to provide information and to recruit.

OMJ- Perry participated in the annual Trunk-or-Treat event where they gave out toothbrushes and toothpaste.

The OMJ Re-entry program has established Re-entry Fridays for walk-in traffic.

**Athens-** OMJ Center is focusing on being a “resource center” for employers. Last month they hosted the Carpenters’ Union where job-seekers came to hear about becoming a carpenter apprentice. This coming month they are hosting the Department of Corrections so that job-seekers will learn about jobs in the prison system.

The Athens OMJ Center hosted a meeting with Julie Mettler, Apprenticeship Service Provider for Athens, Meigs, and Perry counties. Julie gave an overview of the apprenticeships program and answered questions for the 3 county representatives. All three counties are interested in developing apprenticeships within their county.

Joe pointed out the WIOA Annual Performance Report PY 2016 (in meeting information packets) for Area 14 is quite impressive. The area exceeded standard goals in all but two performance measures categories (meets). In one of those categories, the area fell short of “exceeds” by less than 1%. This certainly speaks to the quality of service WIOA customers are receiving in the Area 14 OMJ Centers.

The CCMEP program has been very successful.

The OMJ Center – Athens has started advertising ASPIRE and GED options because enrollment seems to have fallen. There are two new graduation pathways the team is investigating <http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements/Earning-an-Ohio-High-School-Diploma-for-the-Class#pathways>

**Meigs-** OMJ Center completed their state certification review. They wish to thank the review team including board members Kelly Hatas and Jeff Circle, and OMJ Athens staff member Kim Hobbs. It was a good experience and Theresa commended the OMJ team for their thorough and informative presentations as well as staff member Rich Wamsley for his work with her on the prep work. Rich also worked with Jean Demosky on the state’s ADA Facility Checklist which needed to be completed before the certification review since the OMJ moved to a new building since the last checklist was approved in 2009.

Vice Chair Brennan asked Theresa to talk a little about the Summer Youth Program and CCMEP. It was very successful with 38 of 40 youth completing the program. This takes a lot of case management with 19 currently still in school, but worth it because it is very effective. The program offers more than school and a job—it helps to remove barriers (including rent and transportation) that would otherwise keep a student from work and studies.

In addition to the official CCMEP program for youth, JFS Director Chris Shank asked his team to take a CCMEP approach to case management of the adult population on TANF. The goal is to remove similar barriers in the adult population by applying the same CCMEP principles and methods.

Meigs OMJ is participating in a new program called Careerapalooza for Meigs County schools (grades 6-12). Southern HS is taking the lead on this career fair by offering attendance to the fair in lieu of classes. The focus is going to be on careers requiring middle skills rather than higher ed. 4-year, although HE will be represented.

Meigs OMJ is now offering Workforce Wednesday to highlight employers and programs like apprenticeships for job-seekers' information.

#### 4) Director's Report

##### A) Director Jean Demosky provided updates and business

**NOTE: Without a quorum, recommendations will need to go to the Executive Committee.**

- Findings for State of Ohio Phase I Certification Review (Due 11/01/17)
  - OhioMeansJobs Center – Perry County
  - OhioMeansJobs Center – Meigs County
  - **Need motion to “Inform the OMJ Center – Perry County of their successful completion of the Phase I certification process, and to authorize the WDB Director to submit this recommendation to the State of Ohio Department of Job and Family Services on behalf of the LWDB.”**
  - **Need motion to “Inform the OMJ Center – Meigs County of their successful completion of the Phase I certification process, and to authorize the WDB Director to submit this recommendation to the State of Ohio Department of Job and Family Services on behalf of the LWDB.”**
- Policy additions- The state ODJFS distributed a matrix listing the WIOA-related policies and whether or not a local policy is required. Jean will work with OMJ staff to review and develop needed Area 14 policies, then make recommendations to WDB.
- Approval of the OMJ CCMEP Plans deadline extended to 12/31/17. Jean is working with the Area 14 OMJs on finalizing the CCMEP plans.

##### B) General News from Director Jean Demosky

- Apprenticeships Update
  - Conference- very informative! 4 Athens OMJ staff + Jean attended
  - Carpenter Union Presentation at the Athens OMJ- Excellent presentation to job-seekers. Board member Jeff Circle was accompanied by Jeremy Welch, Representative of the Indiana/Kentucky/Ohio Regional Council of Carpenters. Jeff is looking forward to working with area OMJ staff to encourage apprenticeships.
  - Next Steps- Jean will work on assembling an Apprenticeships Sub-Committee of the WDB. Board members Jeff Circle, Gary Arnold, and Brent Patterson will participate. Jean will solicit OMJ staff representation. The sub-committee's tasks will be to collect information, set goals for area apprenticeships, and provide guidance and support for area programming.
- Board Appointments
  - Conflict of Interest Statements- as terms are renewed, Jean is asking for board members to complete a new Conflict of Interest Statement.
  - Sub-Committees
    - Apprenticeships (see above)
    - Employer Relations (this would be to generate ideas and sponsor employer activities and communications)
    - Regional Plan Progress (this is outlined in the Regional Plan documentation)
    - Other ideas? Jean is open to creating other sub-committees in order to further engage board members and OMJs.

## 5. Fiscal Report

The fiscal report was presented by Mendra Hupp, fiscal agent for Area 14. She passed out current documents for WDB members to review (see attached). Mendra noted the numbers are preliminary since this quarter's meeting was scheduled earlier than usual.

## 6. Documents for Review

The director passed out the following documents for WDB members to review:

Matrix from Office of Workforce Development regarding Implementation Activities requirements for all OMJ centers (Area 14 complete with the successful certification of Meigs & Perry OMJs).

Matrix from Office of Workforce Development regarding policy requirements for LWDB areas. JobsOhio Regional Network – SEO Industry Projection Report 2012-2022.

A PY 2016 WIOA Final Estimated Annual Performance Report for Youth, Adult and Dislocated workers.

A help wanted online job postings document for Area 14.

A document showing OMJ usage statistics for the July, August and September 2017 quarter.

## 7. Adjournment

The meeting ended at 11:45am

Gary Arnold  
Jeff Circle  
Patti Smith  
Kelly Hatas  
Jamie Bartee  
Sara Marrs-Maxfield  
Stephen Carson  
Misty Milstead  
Brent Patterson  
David Brennan (Vice-Chair)  
Paige Cleek  
John Hoback  
Mandie Grueser  
Robert Ogden (Chair)  
Troy Nash  
Adam McDaniel  
Cheryl Dodson  
Ethan Frank-Collins  
Stephanie Cleland

Lenny Eliason  
Mike Bartrum  
James O'Brien

Scott Zielinski  
- Susan Douglas  
Chris Shank  
Cheryl Boley  
- Ben Taylor  
Joe McGowen  
Theresa Lavender  
Angela McCord  
Vince Reiber  
Mendra Hupp  
Tony Brooks