



The Area 14 Workforce Development Board (WDB) met for a regularly scheduled meeting on the **20th day of February 2019**, at the Ohio University Inn, Athens, Ohio. A quorum was determined not to be present.

**1) Chair Robert Ogden opened the meeting at 10:06am.**

Commissioner Randy Smith (not present) was introduced as the new CEO for Meigs County as Mike Bartrum is leaving.

**2) Meeting minutes and agenda could not be approved as no quorum was present.**

**3) Guest speakers:**

1<sup>st</sup> speaker-George Arnott with Gallia-Meigs Community Action Flood Grant program-Meigs. George said both crews were full, but 2 people left so they are filling those spots. They are having trouble getting a full week in due to the weather. Shade river watershed is their concentration right now. Commissioner Adkins asked what other work they were doing when flooded out. George said they are cutting fallen trees along the road way to get them out of the flood plain.

2<sup>nd</sup> Speaker-Jessica Stroh with HAPCAP for the Flood Grant program-Athens and Perry counties. Athens and Perry both have two crews. Athens lost a few participants, but they will be hiring for those spots soon. They were able to get a car out of the river that had been stuck there during the last flood. They have 5 women working on the flood crews which is more than any other participating counties she believes. She spoke on how one person has found a job and one person who came from drug court has got her drivers license reinstated since working and now has visitation with her daughter. The Junction city site had gone 1 ½ feet as a result of the clean up efforts. One person is being considered for an electrical apprenticeship.

Due to the weather our third speaker, Julie Mettler from State could not make the meeting. She will be speaking at our May meeting.

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

**Athens-** The 15<sup>th</sup> annual job fair will be held for the area at the Athens Community Center on 4/17.

There will be a focus on apprenticeships this year. They have made a few referrals to Logan for their apprentice program.

They had their business before hours this morning thru the Athens Chamber of Commerce. It was successful with about 15 people coming in.

Employers are now starting to come to them more. They sent about 100 applicants to Steak and Shake when they were hiring for their opening.

They would like to see more referrals for trainings.

**Meigs- OMJ** staff will be participating in the Career Palooza at Southern Schools on Friday. This will be for 6-12 graders. There will be 16 different occupations present to talk with kids about what it takes to be in that career. All the occupations are in in-demand fields. They are expecting to have about 600 students. They will have schools and training/apprenticeships in the gym at the end of the day for students to talk to as well.

The OMJ will be partnering with the University of Rio Grande extension. Rio Grande has received a \$55K grant to pay for short term training. They have decided to use it to pay for CDL's. They will work with the OMJ's to see if people might be eligible for WIOA so they can extend the money they have and maximize the potential of getting the most people trained. They did find 5 eligible to get WIOA funding in the first round. They had 67 people show up at Rio extension for the open house!

**Perry-** OMJ center has started working on their summer youth program. They are getting applications out to the schools and children services, etc. HAPCAP is working on hiring the job coaches.

They met with OSU extension and will be having a cooking matters class for CCMEP and SNAP participants. It is a 6-week class where they will be taught to buy ingredients and make healthy meals on a budget. After each class they will be given a bag of groceries that were used to make the meal they learned to make or given vouchers to purchase those items to make at home.

Acenet will be providing small business classes at the Perry library as part of the MOU with the library.

They are working on ideas for the upcoming in-demand job week.

## **5) Director's Report**

### **Director Laurie McKnight provided updates and business**

- All the policies have been completed except procurement. The State reviewed them and then Laurie revised by making changes suggested by the State. Those will be presented along with the procurement policy at the Board meeting in May for a possible vote.
- The Regional Plan modification for Areas 14, 15, and 16 was approved by the State through 2020.

- 1<sup>st</sup> quarter performance report was presented. Director McKnight feels confident in the results thus far.
- We are working to fill board spots. Gary Arnold left, but AFSME has not replaced him yet. Laurie has a call in to them to see if they will nominate someone else. We have an open spot in Athens and would like to try and get a manufacturing representative on the board.
- Athens OMJ center will need to complete their Phase 2 certification by 6/30/2019. The team has been contacted and a 4/9/2019 at 9am date has been set for this certification review and scoring.
- Social Media Report Card and Partner feedback was presented to the board. All three OMJ's passed and the partner surveys all came back positive.
- Director McKnight applied for and was approved to be on the Family Centered Employment Community of Practice (FCE CoP) for the NAWB. We are one of only 15 areas throughout the United States that are part of this FCE CoP. A stipend was award so that Director McKnight could attend the NAWB conference (The Forum) in Washington DC to be held 3/23-3/26 of this year.
- Job Fair budget was presented by Director McKnight. The Job Fair committee is requesting an additional \$500 this year for a total budget of \$3500 to allow for additional advertising and the purchase of four banners to be hung outside the OMJ's and on East State Street. CEO's voted to approve the budget.

## **6) Fiscal Report**

- Mendra went over the 4 observations the Area received as a result of the ODJFS WIOA Audit. None were monetary and all were responded to. The responses were approved by the State. The 4 findings were:  
Lack of Supporting documentation for Accruals and Obligations. This is due to the new system and has been corrected. Incorrect Allocations of Costs to OMJ Partners and this has been corrected. Incorrect Application of Costs to WIOA Administrative Grants again due to system changes and this has been corrected and updated. Inadequate Procurement Procedures which has been due to past changes and new policy that will be completed.
- Ohio Works Incentive Program (OWIP) is through June. No word on if this will be continued. We have had no new placements, but Athens has some current.
- National Dislocated Workers Grant 2<sup>nd</sup> increment will be released soon. We are requesting that this program be extended another 6 months to 1 year. The State has indicated that there will be no additional monies, but this will allow the program to complete more work and also liquidate easier

## **7) Board Discussion/Feedback**

Board member Stephen Carson let the board know that DOL will be adding Vietnam Veterans onto the list of those a DVOP can serve. There are no additional requirements other than they are a Vietnam veteran. He said the State is starting to fill the Labor Exchange Workforce Specialist position and Athens will be getting one. The posting will go up in the next month or so. This person will work to get businesses into the OMJ's and will hopefully be able to go to the other counties as well.

Sara Marrs-Maxfield stated that with the unemployment levels so low and several of her clients/businesses have talked with her about getting people. She said she refers them to the OMJ's, and she feels they are becoming more open to going to the OMJ's now.

Theresa Lavender said that they OMJ's are doing a better job at outreaching to businesses as well. She said they are getting about 1 employer every week using the offices for open interviews.

Both other OMJ supervisors agreed.

Stephen Carson said that Area 16 hired a marketing firm to help with TV, Radio and newspaper spots.

## 8) Documents for Review

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

A help wanted online job postings document for Area 14.

The quarterly reports for Athens, Meigs and Perry OMJ's for the October, November and December 2018, 2nd quarter.

1<sup>st</sup> quarter CCMEP and WIOA report.

Partner Feedback Letter and Survey Results from the State

Social Media Report Card from the State

Approval Letter from State for the Regional Plan modification

Letter of acceptance for the NAWB-FCE CoP

## 9) Adjournment – The meeting ended at 10:57am

Jeff Circle

Patti Smith

Jessica Stroh

Sara Marrs-Maxfield

Stephen Carson

Harold Gilbert

Misty Milstead

Brent Patterson

David Brennan (Vice-Chair)

Jean Whobrey

John Hoback

Tracy Clark

Robert Ogden (Chair)

Cindy Jackson

Brianna Edwards

Stephanie Cleland

Julie Francis

Lenny Eliason

Mike Bartrum

James O'Brien

Charlie Adkins

Vince Reiber

Angela McCord

Cheryl Boley

Joe McGowen

Theresa Lavender

Mendra Hupp

Tami Collins

Jean Demosky

Brian Howard

Hannah Kilbride

Laurie McKnight

George Arnott

Raeh Ledford

Kim Hobbs

Chris Shank