

**WDA 16**

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**AREA 16 Council of Government (COG)**

**Minutes**

**June 15, 2018**

**Harrison County DJFS**

**Present:** Mark Thomas (Belmont Co.), Lewis Mickley (Carroll Co.) and

Don Bethel (Harrison Co: Chair)

**Visitors:**  Vince Gianangeli, Scott Blackburn, Kate Offenberger, Mike Schlanz, Jennifer Burns, Deb Knight, Mike McGlumphy, Tammy Sanderson, Rebecca Safko, Rob Guentter

1. **Call to Order:**

Meeting called to order by Chairperson, Don Bethel at 1:01pm

1. **Approval of Minutes:**

Motion made to approve the minutes from April 6, 2018, as written.

**Motion 15-2018 to approve April 6, 2018 COG Minutes**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

1. **Financial/Participant Reports (Rob)**

Motion made to approve the following reports:

1. April 2018 Financial Report
2. April 2018 Allocation /Expense Report
3. 2018 WIOA Final Allocations by County

**Motion 16-2018 to approve Financial Report**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

1. **Funding Transfers:** $10,000 from Carroll Co WIOA Youth to Harrison Co WIOA Youth, recommended by WDB16 09-2018

**Motion 17-2018 to approve this Fund Transfer**

**1st Lewis Mickley 2nd Mark Thomas Motion Carried**

1. **WIOA Update (Rob)**
2. Rob reviewed his written staff report and highlighted that WDB16 Board recertification is due to the State by August. He thanked the Commissioners for getting new Board appointments approved so quickly.

He also highlighted the work being done by the WDB16 Outreach and Marketing Committee. The State will be providing a free consultant to guide the project, but some concerns were raised about being careful not to waste valuable WIOA resources on outreach, at the expense of direct service to individuals. Rob said they would incorporate impact measures into the plan to help determine if it is effective, and that we would work within whatever firm budget was established by the WDB16 and COG.

Rob also shared the latest state performance report, provided a written summary of the recently completed Sectors Strategy Plan, reviewed the timeline for rebidding certain Youth Service Elements for Belmont and Carroll Counties, and discussed needed changes in the County MOUs, resulting from state staffing changes and Aspire (ABLE) budget cuts.

1. **Adult and Dislocated Worker Design and Framework Contracts**

(Year 1 July 1, 2018 to June 30, 2019 with up to 3 annual renewals based on performance and funding)

Jefferson Co: $646,284 to Jefferson Co Community Action Council Inc.

Harrison Co: $184,132 to Jefferson Co Community Action Council Inc.

**Motion 18-2018 to approve Adult and Dislocated Worker Design and Framework for Jefferson and Harrison Counties as detailed above.**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

1. **Youth Design and Framework Contracts**

(Year 1 July 1, 2018 to June 30, 2019 with up to 3 annual renewals based on performance and funding)

Jefferson Co: $212,423 to Jefferson Co Community Action Council Inc.

Harrison Co: $82,642 to Jefferson Co Community Action Council Inc.

**Motion 19-2018 to approve Youth Design and Framework for Jefferson and Harrison Counties as detailed above.**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

1. **Staff to the Board Contract** with RFG Associates Inc. $102,420.00

(Renewal Year 3: July 1, 2018 to June 30, 2019)

**Motion 20-2018 to approve Staff to the Board contract between WDB16 and RFG Associates Inc. as above with WDB16 changes noted and additional language changes by the WDB16 Board to be agreed upon by both parties.**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

1. **Youth Elements Contracts** (Youth Council and JFS Directors reviewed)

All 1 year with up to 3 years of renewal based on performance and available funding.

**Belmont Co:**

* Element #3 (Work Experience) to Community Action Commission of Belmont Co

Total $377,168 WIOA share 35%: $132,009

* Element #6 (Leadership Development) to Community Action Commission of Belmont Co

Total $37,235 WIOA share 35%: $13,032

* Element #11 (Financial Literacy) to Community Action Commission of Belmont Co

Total $37,235 WIOA share 35%: $13,032

* **Reject** ECO ESC elements #3 and #6 proposals
* **Rebid** Elements #1 (Tutoring, Study Skills, Dropout Prevention ), and #8 (Adult Mentoring of not less than 12 months)

**Carroll Co:**

* **Reject** ECO ESC elements #3 and #6 proposals
* **Rebid** Elements #3 (Work Experience), #5 (Education and Workforce Prep), #6 (Leadership Development), #7 ( Supportive Services ), #8 (Adult Mentoring of not less than 12 months),

#9 (Follow-up Services for a min 12 months), #11 (Financial Literacy), and # 14 (Transition to post-secondary education)

**Harrison Co:**

* Element #3 (Work Experience) to Jefferson Co Community Action Council Inc.

Total $173,519 WIOA share TBD based on final TANF allocations to the County

* Element #4 (Occupational Skills Training) to Jefferson Co Community Action Council Inc.

Total $51,381 WIOA share TBD based on final TANF allocations to the County

* Element #7 (Supportive Services) to Jefferson Co Community Action Council Inc.

Total $0- fee was included in Youth Services Design/Framework proposal WIOA share $0

* Element #9 (Follow-up Services) to Jefferson Co Community Action Council Inc.

Total $0- fee was included in Youth Services Design/Framework proposal WIOA share $0

**Jefferson Co:**

* Element #3 (Work Experience) to Jefferson Co Community Action Council Inc.

Total $677,880 WIOA share TBD based on final TANF allocations to the County

* Element #4 (Occupational Skills Training) to Jefferson Co Community Action Council Inc.

Total $102,762 WIOA share TBD based on final TANF allocations to the County

* Element #7 (Supportive Services) to Jefferson Co Community Action Council Inc.

Total $0- fee was included in Youth Services Design/Framework proposal WIOA share $0

* Element #9 (Follow-up Services) to Jefferson Co Community Action Council Inc.

Total $0- fee was included in Youth Services Design/Framework proposal WIOA share $0

**Motion 21-2018 to approve recommended Youth Element bids for contracts, rejected bids, and rebids as detailed above for Belmont, Carroll, Harrison, and Jefferson Counties.**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

1. Intergovernmental Agreement (Revised)

Passed by WDB Motion16-2018

**Motion 22-2018 to approve revised Intergovernmental Agreement for signature by the COG members.**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

1. County-by County Sub Grant Agreements (Rescind EC07-2017, COG Motion 06-2018)

Passed to rescind by WDB Motion 17-2018.

**Motion 23-2018 to rescind, without replacement, the above referenced County-by-County Subgrant Agreements as unnecessary for the operation and administration of WDA16.**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

1. **County Updates** (Written reports provided by each County):
2. *Belmont Co:* Mike Schlanz spoke about the very successful Job Fair held in Belmont Co on April 4. It was the largest ever with 141 businesses registered.
3. *Carroll Co:* Jennifer shared that Carroll Co had their Job Fair on May 9 at the County Fairgrounds. This fell within the Governors’ Workforce Transition Offices In-Demand Jobs Week celebrations.
4. *Harrison and Jefferson Co:* Mike McGlumphy shared that Jefferson Co had their Job Fair on May 16 at Florian Hall. They also reported that their CCMEP program is full for the summer.
5. **Additional Business**

**National Flood Grant-Belmont, Harrison, and Jefferson Counties**

**Motion 24-2018 to authorize the pursuit of a National Dislocated Worker Flood Grant to serve the FEMA determined eligible counties of Belmont, Harrison and Jefferson.**

**1st- Mark Thomas, 2nd- Lewis Mickley Motion Carried**

**Update on POWER Grant:**  The state is reallocating $700,000 from the Jefferson Co POWER Grant (to serve coal related dislocated workers) to Adams County OH to assist with a recently announced coal power plant closure. Jefferson Co will retain $200,000 for the grant for any additional local services until September 30, 2018.

1. **Next Meeting: Friday September 21, 2018 at 1pm at Harrison County DJFS.**
2. **Motion to Adjourn at 1:46pm**

**Motion 25-2018 to Adjourn 1st-Mark Thomas 2nd Lewis Mickley Motion Carried**

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**Board Chair Date**