

**WDA 16**

A proud partner of the

American Job Center network

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

 **Minutes**

 **November 30, 2018**

 **Harrison County DJFS**

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

Don Bethel (Harrison Co: Chair)

**Visitors:**  Vince Gianangeli, Scott Blackburn, Mike Schlanz, Betty Ferron, Jennifer Burns, Mike McGlumphy, Tammy Sanderson, Lori Hawthorne, Rebecca Safko, and Rob Guentter

1. **Call to Order:**

Meeting called to order by Chairperson, Don Bethel at 1:12pm

1. **Approval of Minutes:**

Motion made to approve the minutes from June 15, 2018, as written.

**Motion 26-2018 to approve June 15, 2018 COG Minutes**

**1st- Lewis Mickley, 2nd- Don Bethel Motion Carried with Josh Meyer abstaining**

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

Motion made to approve the following reports:

1. September 2018 Financial Report
2. September 2018 Allocation /Expense Report

**Motion 27-2018 to approve Financial Report**

**1st- Lewis Mickley, 2nd- Josh Meyer Motion Carried**

Rob added that the revised year 2 WDA16 MOU has been fully executed by the three (3) partner agencies impacted by having a larger share of the Year 2 MOU over Year 1. The entire MOU will be renegotiated for July 1, 2019.

1. **Funding Transfers:**
2. $50,000 of unencumbered Admin funding toward Outreach project for Jan 2019 to June 2019. (Recommended by WDB16 24-2018)

 **Motion 28-2018 to approve this Fund Transfer**

 **1st Josh Meyer 2nd Lewis Mickley Motion Carried**

1. Approval to move NEG (Flood Grant) funding between Belmont, Harrison, and Jefferson Co as needed to address state draws and individual county project cash flow needs.

(Recommended by WDB16 34-2018)

**Motion 29-2018 to approve fiscal flexibility to move NEG funds between counties as needed**

**1st Lewis Mickley 2nd Josh Myer Motion Carried**

1. **WIOA Update: Staff Report (Rob)**
* WDA16 WIOA Performance Negotiations with State have been completed and approved. The final performance targets should position WDA16 well to be in full compliance over the next 2 years. Rob thanked Mike Schlanz and Tammy for their help negotiating with the state.
* Board Certification and Area16 Certification- Both have been completed and state approved. Comprehensive sites (Belmont and Jefferson Cos) will go through another level of certification which is due by June 30, 2019.
* Rapid Response Plan (RACI) Update: The plan has been updated and approved by the state.
* Master Service Agreement with APEG (JobsOhio): No real progress with APEG. The Jefferson Co project is in neutral. Rob shared that no other areas in Ohio have been able to execute any firm agreements with JobsOhio either.
* Outreach/Marketing Committee WDB16: The WDB heard 2 presentations from vendors who bid on the Outreach RFQ. Action on this is latter in the agenda.
* Ohio Opioid Grant opportunity update: Long discussion about Area16s potential uses and issues with this funding. The meeting consensus was to not participate in State Round #3 of opioid funding as we currently have limited dislocated worker clients, we have had difficulties finding dislocated workers for the current NEG Flood grant, and our workforce team really lacks technical knowledge around the opioid crisis and potential mitigation activities. Rob will draft and forward a letter to the state with this conclusion not to participate. The planned December 12, 2018 discussion meeting with potential partners has also been cancelled.
1. **Youth Elements Contracts** (WDB16 Exec Committee and JFS Directors reviewed, approved by WDB16 Motion 35-2018)

 **Youth Elements Rebid for Belmont and Carrol Counties**

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

 (Up to 4 years total).

**Belmont Co:**

Element #1 (Tutoring, Study Skills, Dropout Prevention)

Belmont Co CAC $26,925 (30% WIOA)

Element #8 (Adult Mentoring of not less than 12 months)

1. Belmont Co CAC $22,238 (30% WIOA)
2. East Central Ohio-ESC $58,600 (30% WIOA)

**Carroll Co:**

Elements #3 (Work Experience):

Jefferson Co CAC $195,981, up to $75,000 WIOA, combined with all other Carroll Co elements,

based on client eligibility

Element #5 (Education and Workforce Prep):

Jefferson Co CAC $0-Included with Element #3

Element #6 (Leadership Development):

Goodwill $54,109 combined with Element 11, up to $75,000 WIOA, combined with all other Carroll Co elements, based on client eligibility

Element #8 (Adult Mentoring of not less than 12 months):

Jefferson Co CAC $0 Included in Element #3

Element #11 (Financial Literacy):

Goodwill $54,109 Combined with Element 6, up to $75,000 WIOA, combined with all other Carroll Co elements, based on client eligibility

Element #14 (Transition to post-secondary education):

Jefferson Co CAC $0 Included in Element #3

**Motion 30-2018 to approve all of the above Youth Element contracts in Belmont and Carroll Counites.**

**1st Josh Meyer 2nd Lewis Mickley Motion Carried**

1. **Contract for Local Flood Grant Site Inspection Services**

Contract amendment with RFG Associates Inc. to perform site inspection services, as required by, and paid for from the Disaster National Dislocated Worker (Flood) Grant, in the amount of $5,625.00

(Approved by WDB16 Motion 27-2018)

**Motion 31-2018 to approve RFG Associates Inc. to perform local site inspections for the**

**NEG (Flood grant) for a fee not to exceed $5,625.00**

**1st Lewis Mickley 2nd Josh Meyer Motion Carried**

1. **One Year Contract Extension for RFG Associates Inc**., at the same terms and conditions as 2018-19 contract, to provide Staff to the Board services from 7/1/19 to 6/30/20. (Approved by WDB16 Motion 41-2018)

The COG discussed this contract extension and raised concerns that the original RFP only allowed for a three (3) year contract. Vince and Tammy will work on developing a four (4) year new RFP for WDB16 approval in February. They hope to have this process completed, and a new contract awarded by the second WDB/COG meeting cycle in 2019, well in time for a July 1, 2019 start date.

**Motion 32-2018 to table this action. 1st Lewis Mickley 2nd Josh Meyer Motion Carried**

1. **Contract with Mobilize360** to perform Outreach services as per Outreach RFQ and their proposal (Approved by WDB16 Motion 40-2018)

**Motion 33-2018 to award a contract to Mobilize360, not to exceed $100,000, for outreach services as per the Outreach RFQ and their proposal.**

**1st Lewis Mickley 2nd Josh Meyer Motion Carried**

1. **County Updates**
* Belmont Co: Mike presented center data and noted that the next Belmont Co Job Fair is set for April 24, 2019.
* Carroll Co: Jennifer discussed the forthcoming implementation of new Youth Service contracts and the recent plant layoff in the county. Serving GM Lordstown laid-off workers, who reside in Carroll Co, was also discussed.
* Harrison Co: Lori noted that they are looking to transfer dislocated worker funds to the adult category to better utilize the funding.
* Jefferson Co: 18 job seekers attended the recent Adult Workshop and the center helped with a recent Cabela’s Job Fair. No current waiting lists for dislocated or adult worker programs.
1. **2019 COG Meeting Calendar**

Fri Feb 22, 2019, Fri May 31, 2019, Fri Sept 20, 2019, and Fri Dec 6, 2019

1. **Election for 2019 COG Chair**

Don shared that he has enjoyed his time serving as COG Chair, but it is time for someone else to handle these duties.

**Motion 34-2018** **to nominate and select Lewis Mickley as COG Chairperson for 2019 beginning Jan 1, 2019. 1st Josh Meyer 2nd Don Bethel Motion Carried**

1. **Next Meeting: Friday February 22, 2019 at 1pm at Harrison County DJFS.**
2. **Motion to Adjourn at 2:04pm**

**Motion 35-2018 to Adjourn 1st-Josh Meyer 2nd Lewis Mickley Motion Carried**

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**Board Chair Date**