

**WDA 16**

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

 **Minutes**

 **February 2, 2018**

 **Harrison County DJFS**

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

Don Bethel (Harrison Co: Chair)

**Visitors:**  Scott Blackburn, Kate Offenberger, Mike Schlanz, Lori Hawthorne, Jennifer Burns, Deb Knight, Rebecca Safko, Rob Guentter

1. **Call to Order:**

Meeting called to order by Chairperson, Don Bethel at 1:06pm

1. **Approval of Minutes:**

Motion made to approve the minutes from Sept 22, 2017, as written.

**Motion 01-2018 to approve 9/22/17 COG Minutes**

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

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

Motion made to approve the following reports:

1. Oct 2017 Financial Report
2. Oct 2017 Allocation /Expense Report

**Motion 02-2018 to approve Financial Report**

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

1. **Funding Transfers:** None
2. **WIOA Update (Rob)**
3. Reviewed new requirements for One-Stops to have an MOU with local libraries. Process is underway.
4. Three (3) bids have been received for social media training for One-Stop staff, funded by a state grant in WDB15. Training will occur in March/April.
5. Rob reported good progress with the Operators under the One-Stop agreement. SOP is done, all sites are now certified, and common Board/COG report is being used.
6. Business Resource Network (BRN) Coal-BURN effort: The WDB16 has approved the area to be a part of a three state initiative to establish BRN services in our area, funded with ARC grants. ARC has released an RFP and the 3 state group is meeting yet this month to finalize an application. If funded, work could begin around Oct 2018.
7. Youth Service Procurement: The WDB16 has authorized procurement of Youth Services in each county to address any needs, based on their assessment of the 14 WIOA youth service priorities. Bidding begins in February and the RFP will be posted on [www.WDB16.com](http://www.WDB16.com)
8. CORSA Insurance now has COG as primary, with WDB16 as “Additionally Insured”. Rob is working to get Youth Council also listed as “Additionally Insured” on the same policy.
9. **2018 COG Meeting Schedule:**

Rob asked the COG to consider meeting on Fri March 23, Fri June 15, Fri Sept 21, and Fri Dec 7, 2018. These dates align with likely annual decision points.

**Motion 03-2018 to approve the above COG 2018 meeting dates**

**1st- Mark Thomas, 2nd- Lewis Mickley Discussion that March 23 date may be a problem. Rob will make sure this works or reset the date, meeting Sunshine requirements. Motion Carried**

1. **Policy and Agreement Revisions**

**Motion 04-2018 to approve revised Intergovernmental Agreement.**

**WDB16 approved Motion EC05-2017.**

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

**Motion 05-2018 to approve revised Local Governance Agreement.**

**WDB16 approved Motion EC06-2017.**

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

**Motion 06-2018 to approve Sub Grant Agreements, one (1) for each County.**

**WDB16 approved Motion EC07-2017.**

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

Now that the COG has approved these Sub-Grant Agreements, Rob will forward them to each JFS Director, for individual County Commissioner approval, authorizing the County JFS Directors to sign their County specific agreement.

**Motion 07-2018 to approve revised WDB16 Bylaws**

**The WDB16 approved the WDB16 Bylaw revisions in Motion EC08-2017.**

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

 **Motion 08-2018 to approve revised WDA16 COG Bylaws**

 **The WDB16 approved the COG Bylaw revisions in Motion EC09-2017.**

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

Approval of Youth Council By-laws revisions will be presented once the Youth Council reviews and approved said revisions, and the CORSA Youth Council coverage issue is resolved.

1. **County Updates:** One Stop client data information was distributed at the meeting using the new common WDA16 reporting format.
2. *Belmont Co:* Mike Schlanz spoke about working on CCMEP, the OU driven STEM initiative in Belmont Co, and noted the Belmont Co Job Fair is set for April 4 at the St Clairsville Mall.
3. *Carroll Co:* Kate shared that she is working closely with Jennifer to get her up-to-speed. Workshops have been going very well and that their One Stop has been working to fill shortages in nursing home staff. They are also working on an invocative CCMEP project with Brown Local Schools.
4. *Harrison and Jefferson Co:* Lori spoke about a recent contract with Bloomberg News regarding the opioid epidemic in the area. They are aggressively looking for more youth work sites for both counties. She also shared that her office was doing some data research on how they can engage the 16,000 plus local working age residents who are currently on public assistance. With the growing demand for employees, we need to figure out a way to help the population get into the workforce.
5. **Additional Business**

**Master Service Agreement:** JobsOhio has asked each WDB to enter into an agreement for services. Rob and the other state directors are reviewing the document.

**In-demand Jobs Week**: The Governor’s office to Workforce Transformation is asking each area to promote In-Demand Jobs Week of May 7-11, 2018. Rob will meet with the Operators to discuss options.

**Sector Strategy Plan:**

Rob indicated that Area15 has grant funding to implement a Sector Strategy for our workforce region. He requested that the RFG Associates Inc. WDB16 contract be modified to include $14,000 for this planning effort. The WDB16 approved this (Motion 45-2017) and the state has agreed it is ok as well. The Sector Strategy Plan must be completed by June 30, 2018.

**Motion 09-2018 to approve expanding the RFG Associates Agreement by $14,000 to include Sector Strategy Planning, to be reimbursed to WDB16 by grant funding from WDB15.**

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

1. **Next Meeting: Friday (TDB) at 1pm at Harrison County DJFS.**
2. **Motion to Adjourn at 1:51pm**

**Motion 10-2018 to Adjourn 1st- Mark Thomas 2nd Lewis Mickley Motion Carried**

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**Board Chair Date**