

**WDA 16**

A proud partner of the

American Job Center network

**Workforce Development Board Meeting**

**March 30, 2018 9:30 am**

**Puskarich Public Library**

**200 E. Market St. Cadiz OH**

**Meeting Minutes**

1. **Call to Order** Meeting called to order by Board Chair, Tammy Sanderson at 9:44am
2. **Roll Call** by Rob Guentter

**Board Member Attendees:** Mark Manheim, Stephen Carson, Alison Kerns, Tammy Sanderson, Bob Hendricks, Jim McMullen, Rich Milleson, and Karla Martin

Quorum established.

**Non-Member Attendees:**  Rob Guentter, Mike Schlanz, Rebecca Safko, Deb Knight, Mike McGlumphy, Kate Offenberger, Jennifer Burns

1. **Approval of 12/15/17 Minutes**

Motion 01-2018 Motion to approve 12/15/17 Meeting Minutes

1st Rich Milleson 2nd Marc Manheim All in Favor

1. **Financial/Participants Reports**

Rob Guentter and Rebecca Safko reviewed the February 2018 Financial/Participant Reports.

Motion 02-2018 Motion to approve Feb 2018 Financial Reports

1st Jim McMullen 2nd Bob Hendricks All in Favor

Vince and Rebecca were recognized by the Board for another perfect WIOA WDA16 State Audit!

1. **Transfer for Funds: :**

Administrative Funds to cover: Jefferson Co Youth $858.47 (IN $214.62, OUT $643.85), Adult $770.40, DW $861.13 Total $2,490.00; Harrison Co Adult $24.49, DW $32.78, and Youth $86.73 Total $144.00

Motion 03-2018 Motion to approve Transfers

1st Bob Hendricks 2nd Jim McMullen All in Favor

1. **Subcommittees**

* Youth Council- Meeting scheduled for 4/17/18
* Executive Committee- Meeting scheduled for 4/16/18
* Outreach/Marketing Committee- Meeting scheduled for 5/3/18
* Workforce Regional Committee- No meetings

1. **WIOA Update**

Rob Guentter provided a written report covering the following:

* Social Media RFP/Training set got WDA16 staff on 4/19/18
* Youth Services Procurement- Out, Youth Council review of proposals on 4/17/18
* BRN update- Grant submitted in April. WDA16 requesting $149,628/$15,380 WIOA cash match.
* Rapid Response Plan State approved
* Ohio Workforce Leadership Forum set for 4/11-12 at Mohican Lodge. Rob, Tammy and Mike M. will be attending to represent WDA16.
* Master Service Agreement with JobsOhio is under review. Rob will meet with APEG.
* ASPIRE/ABLE grant review. Rob will provide input to the state, on behalf of WDA16, by 4/27/18
* WIOA PY18 State Performance Standards for WDB16 (due 6/30/18)
* WIOA Performance Report Q1 PY 2017 (July 1-Sept 30, 2017)
* In-Demand Occupations Week May 7-11, 2018. Carroll Co is having their Job Fair in that window.
* OhioMeansJobs Readiness Seal- New initiative by the state
* Rob updated the Board on the status of the Regional Sectors Strategy.

1. **Local Policy updates**

**WDA16 Monitoring Policy**

Motion 04-2018 to adapt Local Policy Letter 01-2018 Monitoring Policy, replacing Policy Letter 14-2004.

1st Steve Carson 2nd Alison Kerns All in Favor

1. **County Updates**

Each County provided a written update and highlighted their report to the Board.

1. *Belmont Co:* Mike Schlanz spoke about the upcoming Job Fair in Belmont Co set for April 4. It will be the largest ever with over 138 businesses registered (including 30 oil and gas businesses). He also shared that a Veteran “mystery shopper” had a good experience at the Belmont One-Stop.
2. *Carroll Co:* Jennifer shared that Carroll Co is having a Job Fair on May 9 at the County Fairgrounds. This falls within the Governors’ Workforce Transition Offices In-Demand Jobs Week celebrations. She also said they were going out to area schools to recruit CCMEP students for the summer.
3. *Harrison Co:* They reported that their CCMEP program is full for the summer with 25 students (new signups on hold until we see actual funding availability).
4. *Jefferson Co*: Hosting their Job Fair on May 16 at Florian Hall. Summer CCMEP has 65 signed up and 180 new applicants.
5. **Additional Discussion**
6. Library MOUs- The state has encouraged areas to add MOUs with local libraries, to further extend workforce related services in our communities. Mike Schlanz has secured MOUs from 2 Belmont Co. libraries for approval by the Board. They are the Barnesville Hutton Memorial Library and the Belmont Co Library System.

Motion 05-2018 to accept and approve MOUs with the Barnesville Hutton Memorial Library and the Belmont Co Library System.

1st Rich Milleson 2nd Karla Martin All in Favor

1. The next meeting will be held on Friday **May 18, 2018** **at 9:30am** at the Puskarich Public Library, Cadiz OH
2. **Motion to Adjourn**

Motion 06-2018 Motion to adjourn

1st Marc Manheim 2nd Jim McMullen All in Favor

**Adjournment- 11:48 am**

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**Board Chair Date**