

**WDA 16**

A proud partner of the

American Job Center network

**Workforce Development Board Meeting**

**September 21, 2018 9:30 am**

**Puskarich Public Library**

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

 **Meeting Minutes**

1. **Call to Order** Meeting called to order by Ed Good at 9:40am

Tammy Sanderson, Board Chair, arrived shortly thereafter and then ran the meeting.

1. **Roll Call** by Rob Guentter

**Board Member Attendees:** Rebecca Kurtz, Ed Good, Dom DeFelice, Sherri Lewis, Alison Kerns, Tammy Sanderson, Stephen Carson, Bob Hendricks, Jim McMullen, Lynn D’Anniballe for Karen D’Anniballe, Marc Manheim, and Clint Powell

Quorum established. Board members introduced themselves to the new Board members.

**Non-Member Attendees:**  Rob Guentter, Lori Hawthorne, Rebecca Safko, Mike Schlanz, and Jennifer Burns

1. **Approval of 5/18/18 Minutes**

Motion 22-2018 Motion to approve 5/18/18 Meeting Minutes

1st Jim McMullen 2nd Bob Hendricks All in Favor

1. **Financial/Participants Reports**

Rebecca Safko reviewed the August 2018 Financial/Participant Reports.

Motion 23-2018 Motion to approve August 2018 Financial Reports

1st Jim McMullen 2nd Clint Powell All in Favor

1. **Transfer for Funds: :**

Allocation of $50,000 unspent administrative funds to support selected Outreach RFQ vendor from Jan 2019-June 2019.

Motion 24-2018 Motion to approve $50,000 allocation of unspent Administrative funding to the Outreach initiative.

1st Dom DeFelice 2nd Marc Manheim All in Favor

1. **Subcommittees**
* Executive Committee- Meeting of 6/20/18
* Outreach/Marketing Committee- Meeting of 7/19/18

Motion 25-2018 to approve both Executive Committee and Outreach/Marketing Committee Minutes from 6/20/18 and 7/19/18 respectively.

1st Steve Carson 2nd Marc Manheim All in Favor

1. **WIOA Update**

Rob Guentter shared the following updates:

* WDB16 Board recertification by the state was approved on 9/4/18
* BRN update: 2nd try application was submitted to ARC for 1 WDA16 Business Specialist. Grant results will be known by the fall.
* JobsOhio is looking to contract with WDB16 for business services. Rob is working with the JFS Directors and Operators to create a structure for net positive fee contracts with JobsOhio/APEG.
* The state has reassigned staff at our One Stop offices. Belmont and Jefferson OMJ sites now each have one (1) Employment Services rep.
* A new round of state required OMJ Certifications is due to the state in 2019.
1. **Youth Elements Rebid for Belmont and Carrol Counties**

Rob shared that we received bids from five (5) different vendors, who are all highly qualified and submitted excellent proposals. Since these awards will blend WIOA and TANF funding, the WDB16 Board needs input from the County JFS Directors before moving forward on recommending contracts to the COG. Kate and Vince are working to provide that guidance. The WDB16 Board will need a special meeting to vote on these new Youth Service contracts. Rob thanked the Executive Committee for their time reading and scoring the proposals.

1. **Library MOUs**

The state is requiring Library MOUs for each County, not just one per area as originally understood. Approval of the following library MOUs will achieve this requirement. Library participation in area MOUs has not historically been required, but we expect the state to add it to the MOU process and requirements in future years.

Motion 26-2018 to Approve Library MOUs between WDB16 and:

* St. Clairsville Public Library (Belmont Co)
* The Public Library of Steubenville and Jefferson County (Jefferson Co)
* The Puskarich Public Library System (Harrison Co)
* Carroll Co Library System (Carroll Co)

 1st Steve Carson 2nd Marc Manheim All in Favor

1. **Disaster Recovery National Dislocated Worker Grants, Contract for Site Inspection Services**

Motion 27-2018 to Approve Addendum #2 to contract with RFG Associates Inc. to provide required Site Inspection Services for sites in Belmont, Harrison and Jefferson Counties for a fee not –to-exceed $5,625. This is to be paid for from the Grant.

1st Ed Good 2nd Jim McMullen All in Favor

1. **Policies**
* **LPL 04-2018 Services to Applicants with a Close Relationship with WIOA**

Motion 28-2018 to Approve LPL 04-2018 and Agreement for Reciprocal WIOA Application Review with WDB 06.

1st Karla Martin 2nd Ed Good All in Favor

A number of current local policy letters are outdated and need to be rescinded by the Board.

* Rescind 12-2004 Eligibility Requirements for Core, Intensive, and Training Services under WIA.
* Rescind 13-2004 Approval of Youth Training Providers ( now under WIET system in Ohio)
* Rescind 03-2009 Work Readiness (ARRA)

 Motion 29-2018 to rescind local Policy Letters 12-2004, 13-2004, and 03-2009

 1st Alison Kerns 2nd Jim McMullen All in Favor

1. **County Updates**

Updates provided by OMJ One-Stop Operators

Belmont Co: Mike reported Belmont Co Flood Disaster grant activity began on August 13, the first site in Ohio up and running. The average age of participates is 51. The office had 55 job orders from June to August, 75% being for CDL drivers.

Carroll Co: Jennifer shared that 100% of CCMEP Youth participants have been retained. She also offered that they are remodeling their resource room, updating their job board, and doing more with Facebook. A Workforce Employment Class is now being offered at Carrollton Exempt Village schools.

Harrison and Jefferson Cos.: Lori informed the Board of an upcoming Sept 27 Job Fair in Jefferson Co. 77 businesses are currently signed up to attend. Their Flood Grant program currently has 1 crew, combining

Harrison and Jefferson Co participants. They are having some trouble with applicants passing the drug screening.

1. Additional Discussions

**WIOA Performance Measures for negotiation with the State**

The Board reviewed and discussed each performance measure with input from Staff and the Operators.

Motion 30-2018 to Approve and recommend for negotiation with the State WDA16 WIOA Performance Measures for PY 2018 and PY2019 (See Attachment 1)

1st Ed Good 2nd Jim McMullen All in Favor

1. **Next Meetings – December 7, 2018 9:30am Puskarich Public Library**

*Note: A special Board meeting between now and then will be required to approve Belmont and Carrol County Youth Element vendor contracts.*

1. **Motion to Adjourn**

Motion 31-2018 Motion to adjourn

1st Ed Good 2nd Jim McMullen All in Favor

**Adjournment- 11:55 am**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_**

**Board Chair Date**

**9/21/18**

**WDA16 Performance History and Proposed Targets for PY 2018 and 2019**

**\*WDB16 Board approved local WDA16 Performance Standards for PY18 and PY19.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Adult** | **Performance Measure** | **Current Area Rate (Avg. of PY14,15,16 and 17 Prelim 4th Quarter)** | **Current Area Standards/Targets****(Base, Meets , Exceeds)** | **State Negotiated Standards with DOL** | **\*WDB16 approved** **Area 16 Standards/Targets****PY18 and PY19** | **Comments** |
|  |  |  |  |  |  |  |
|  | **Employment 2nd Quarter after Exit** | 78.125% | 79.0%/71.1%/83.0% | 79% | **78.1%** |  |
|  | **Employment 4th Quarter after Exit** | 76.15% | 76.0%/68.4%/79.8% | 76% | **76%** |  |
|  | **Median Earnings 2nd Quarter after Exit** | $5,998.50 | $5,700/ $5,130/$5,985 | $5,700 | **$5,700** |  |
|  | **Effectiveness Serving Employers: Retention** |  | baseline |  |  |  |
|  | **Credential Attainment** | 65.15% | 60%/54%/63% | 60% | **60%** |  |
|  | **Measurable Skill Gains** |  | baseline |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Dislocated Worker** | **Performance Measure** | **Current Area Rate (Avg. of PY14,15,16 and 17 Prelim 4th Quarter)** | **Current Area Standards/Targets****(Base, Meets , Exceeds)** | **State Negotiated Standards with DOL** | **\*WDB16 approved** **Area 16 Standards/Targets****PY18 and PY19** | **Comments** |
|  |  |  |  |  |  |  |
|  | **Employment 2nd Quarter after Exit** | 83.825% | 84.0%/75.6%/88.2% | 84% | **84%** |  |
|  | **Employment 4th Quarter after Exit** | 79.2% | 82.0%/73.8%/86.1% | 82% | **79.2%** |  |
|  | **Median Earnings 2nd Quarter after Exit** | $10,216.00 | $8,000/$7,200/$8,400 | $8,000 | **$8,000** |  |
|  | **Effectiveness Serving Employers: Retention** |  | baseline |  |  |  |
|  | **Credential Attainment** | 75.02% | 64.0%/57.6%/67.2% | 64.0% | **64%** |  |
|  | **Measurable Skill Gains** |  | baseline |  |  |  |
|  |  |  |  |  |  |  |
| **CCMEP WIOA Youth** | **Performance Measure** | **Current Area Rate (Avg. of PY14,15,16 and 17 Prelim 4th Quarter)** | **Current Area Standards/Targets****(Base, Meet , Exceed)** | **State Negotiated Standards with DOL** | **Proposed Area 16 Standards/Targets****PY18 and PY19** | **Comments** |
|  |  |  |  |  |  |  |
|  | **Education, Training, or Employment 2nd Quarter after Exit** | 68.1% | 67.0%/53.6%/70.4% | 67.0% | **66%** |  |
|  | **Education, Training, or Employment 4th Quarter after Exit** | 65.0% | 65.0%/52.0%/68.3% | 65.0% | **64%** |  |
|  | **Median Earnings 2nd Quarter after Exit** |  | baseline |  |  |  |
|  | **Effectiveness Serving Employers: Retention** |  | baseline |  |  |  |
|  | **Credential Attainment** | 53.42% | 55.0%/44.0%/57.8% | 55.0% | **53.4%** |  |
|  | **Measurable Skill Gains** |  | baseline |  |  |  |