

**WDA 16**

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American Job Center network

**Workforce Development Board Meeting**

**September 18, 2020 10:00 am**

**GoToMeetings**

**Meeting Minutes**

1. **Call to Order:** Meeting called to order by Tammy Sanderson, Board Chair at 10:06 am.
2. **Roll Call** by Rob Guentter

**Board Member Attendees:** Melissa Rataiczak, **Ed** Mowrer, Casey Pittis (approved sub for Alison Kerns), Tammy Sanderson, Nicole Paulette, Steve Carson, Luan Mizer, Darla Monteleone, Kyle Brown, Anita Petrella, Marc Manheim, Karla Martin, and Clint Powell

Quorum established.

**Non-Member Attendees:** Jeff Felton, Michelle Santin, Kate Offenberger,Mike Schlanz, Mike McGlumphy, Rich Gualtiere, Lori Hawthorne, Rebecca Safko, Deb Knight, Bradley Wells, Michelle Carver-ODJFS, Jack Regis

1. **Approval of Board 6/26/20 Minutes**

Motion 11-2020 Motion to approve 6/26/20 Meeting Minutes

1st Marc Manheim 2nd Kyle Brown All in Favor

New Board Member, Ed Mowrer, business rep from Belmont Co was introduced.

Tammy also introduces our new Business Outreach Executive, Bradley Wells.

1. **Financial/Participants Reports**

Rebecca provided the financial report based on the August 2020 statement. She also reported that “third year” money was approved to stay in WDA16. Normally, we are only able to spend funding during its award year and one (1) carry over year.

Motion 12-2020 Motion to approve financial report as presented

1st Kyle Brown 2nd Clint Powell All in Favor

**Transfers:** None this period

1. **WIOA Update**

Rob Guentter shared a written Staff-to-the-Board report which included:

* Virtual Fairs
* BRN Business Outreach
* WDA16 Performance Measures 2020
* Incumbent Worker Training (IWT)- Need a little more time to get this right.
* Business Outreach Policy
* WDB16 Board Recertification
* Local and Regional Workforce Plan revision- Will be done by regional staff without the need for a consultant
* New Outreach Video
* Pathways Home

1. **Operator updates:**

**Belmont Co:** Mike reported that there has been an uptick in CDL training, but visitors to the job center are still slow. The summer CCMEP program ended well with 22 of 25 students successfully completing the program. Resource Room updates are almost all completed and will be done by the Sept. deadline.

The last day of the OH**-**32 Dislocated Worker Flood grant will be November 20, 2020, unless the state gets USDOL approval to extend the grant completion date to 6/30/21.

**Carroll Co:** Kate shared that Resource Room is open, and they are completing orders for their Resource Room update. ASPIRE has opened at the One-Stop and they are seeing a slight uptick in customer visits. Finger printing services are also now available at the One-Stop. APIRE is helping OMJs administer the new TABE 11-12 testing and Karla Martin offered to help Belmont Co if they desired.

**Harrison Co:** Rich indicated the Harrison OMJ is open by appointment. They are also working on finalizing Resource Room technology and furniture purchases.

**Jefferson Co:** Rich stated that their CCMEP Summer Youth Program has 120 youth and that the program extended into September with the later school starts. Some CCMEP students attending virtual schools can still work, given they have flexible schedules. Lori added that Adult and Dislocated Worker Workshops had been running virtually, but they just had a successful in-person workshop with 100% attendance of those who registered. They are also moving forward with Resource Room updates.

Jefferson Co will end theirOH**-**32 Dislocated Worker Flood grant in November, as they do not have enough approved clean-up sites to extend the program.

The Opioid 3 grants is under state monitoring and the program is working to gain access to the Easter Ohio Correctional Center.

1. **MOU Revision**

Motion 13-2020 to approve revised MOU Amendment 1.

1st Kyle Brown 2nd Marc Manheim All in Favor

The MOU budget numbers were corrected and confirmed as per comments made at the meeting.

1. **ApprenticeshipOhio Sponsor**

Motion 14-2020 to permit WDB16 to apply for and complete all required documents to be approved as an ApprenticeshipOhio Sponsor

1st Kyle Brown 2nd Nicole Paulette All in Favor

1. **Ohio Data Share Agreement**

Motion 15-2020 to approve entering into a Data Share Agreement with the State of Ohio, Department of Job and Family Services

1st Karla Martin 2nd Kyle Brown All in Favor

1. **Individual Training Account (ITA) Policy**

Motion 16-2020 to approve LP 03-2020 Individual Training Account (ITA) Policy

1st Anita Petrella 2nd Nicole Paulette All in Favor

1. **Additional Discussion**
2. **EGCC Letter of Support for SCCTS grant**

Motion 17-2020 to approve submitting a Letter of Support for Eastern Gateway Community College (EGCC) for the Strengthening Community Colleges Training (SCCTS) grant to promote and fund on-line education for Ohio’s In-demand jobs.

1st Kye Brown 2nd Clint Powell All in Favor

1. **Youth Incentives Policy**

With new CCMEP guidance for Youth Incentives, WDB16 needs to comprehensively review our youth incentive policy. In the meantime, there was strong support to raise all current incentive to $100.00 each.

Motion 18-2020 to approve a revision to LPL 01-2019, allowing for all current Youth Incentives to be awarded for $100.00.

1st Kyle Brown 2nd Melissa Rataiczak All in Favor

1. **Extension of Flood Inspection Contract with RFG Associates Inc**

With the proposed extension of the National Dislocated Worker Flood grant to June 30, 2021, the RFG site inspection contract will need to be extended. After discussion, it was decided that, if needed, that could be done by an Executive Board meeting or at our December 2020 meeting.

**12. Next Meetings – Friday December 4, 2020 10:00 am Location TBD**

(likely another GoToMeeting)

1. **Motion to Adjourn**

Motion 19-2020 to adjourn

1st Melissa Rataiczak 2nd Nicole Paulette All in Favor

**Adjournment- 11:46 am**

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**Board Chair Date**