

**WDA 16**

A proud partner of the

American Job Center network

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

 **Minutes**

 **May 28, 2021**

 **GoToMeeting**

**Present:** Josh Meyer- Chair (Belmont Co.), Michele Santin, DJFS Jefferson Co. Director, representing Dr. Thomas Graham (Jefferson Co.) and Chris Modranski (Carroll Co.)

**Visitors:**  Tammy Sanderson, Jeff Felton, Rebecca Safko, Rich Gualtiere, Mike Schlanz, Kate Offenberger, Bradley Wells and Rob Guentter

1. **Call to Order:**

Meeting called to order by Chairperson, Josh Meyer at 10:08 am

A quorum of COG members was present to conduct business.

1. **Approval of Minutes:**

**Motion 07-2021 to approve March 26, 2021 COG Minutes as written.**

**1st-Meyer 2nd- Modranski Motion Carried**

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

 **Motion 08-2021 to approve April 2021 Financial Report**

**1st Modranski 2nd- Meyer Motion Carried**

1. **Funding Transfers:**

Belmont to Harrison and Jefferson Youth ($60,000)

 Belmont to Harrison Youth $30,000

 Belmont to Jefferson Youth $30,000

 Additional Fiscal to Harrison County Cost Allocation $ 4,242

 **Motion 09-2021 to approve the above transfers**

**1st Modranski 2nd- Meyer Motion Carried**

1. **WIOA Update: Staff Report (Rob)**

Rob provided a written report and brief discussion on the following topics:

* Virtual Job Fairs-handout of 4/29/21 event provided
* RESEA update
* Ohio Workforce Association (OWA) update
* Local and Regional Workforce Plan update
* State Subgrant Agreement with WDB16

1. **County OMJ Updates**

**Belmont Co:** Mike reported that they are seeing strong wages upon client exit/employment ($22.41/hour in April) The OH32 Flood Grant project ended 5/21/21 and cleaned up 60 sites, employed 21 persons, and expended $626,820 of payroll into the county. Summer youth employment work is moving forward with work starting June 1. This program is run by Belmont CAC under a contract with WDB16. Mike also shared his research regarding Belmont Co CDL training. Over the past 3 years, 67 of 79 CDL completers have been employed (+84%) at average wage rates from $16.67 (adult workers) to $21.06 (dislocated workers).

**Carroll Co:** Kate shared that they currently have 30 work sites for summer youth employment. Kate also told the Board that the Resource Room remained open throughout the pandemic and that most recent visitors are there for Unemployment Insurance (UI) issues.

**Harrison Co:** Rick said that they are hoping to have 40 summer youth in the county and will be using the available TANF funding to support this goal. The Harrison Co OMJ Center is still open by appointment only, and traffic has been slow.

**Jefferson Co:** Rick shared that they are still doing a lot of CDL training with good exit employment and wages. The Opioid 3 grant has been extended for 1 year to March 31, 2022. They have 12 new participants at Eastern Ohio Corrections who are going through the Tyro Leadership program, and will be offered supportive services upon their release. Rich added they are working to have 120 summer youth, with 60 of the totals are existing CCMEP students.

1. **OMJ Operator Contract**

**Motion 10-2021 to award year 1 of a new 4-year for OhioMeansJobs Centers Operator services contract to the Belmont Co DJFS consortium for the WDA16 4-site OMJ system from 7/1/2021 to 6/30/2022 as per the submitted MOU Budget. This was recommended by WDB16 Motion 11-2021.**

**1st Meyer 2nd Modranski Motion Carried**

1. **MOU Extension**

The COG discussed the MOU approval. This had been approved at the prior meeting as follows:

Motion 03-2021 to approve WDA16 MOU extension for 1 year as permitted by the State of Ohio. This was approved by the WBD16 via Motion 05-2021.

1st Meyer 2nd Graham Motion Carried

With the OMJ Operators submitting the same MOU budget in their proposal for 2021-2022, no action is required.

1. **Mobilize360 Outreach Contract**

**Motion 11-2021 to award year 3 of 4 to Mobilize360 for outreach services not to exceed $100,000 from 7/1/21 to 6/30/22. This was recommended by WDB16 Motion 12-2021**

**1st Modranski 2nd- Meyer Motion Carried**

1. **Staff to the Board Contract**

**Motion 12-2021 to award year 3 of 4 Staff to the Board contract to RFG Associates Inc. for a fee of $109,180 from 7/1/21 to 6/30/22. This was recommended by WDB16 Motion 13-2021.**

 **1st Modranski 2nd- Meyer Motion Carried**

1. **Design and Framework Contracts**

**Motion 13-2021 to award year 4 of 4 contracts (7/1/21 to 6/30/22) to Jefferson Co. CAC for 1) Jefferson Co. Adult and DW Design and Framework ($581,655); 2) Harrison Co. Adult and DW Design and Framework ($165,718); 3) Jefferson Co. Youth Design and Framework ($127,065); and 4) Harrison Co. Youth Design and Framework ($16,891). This was recommended by WDB16 Motion 14-2021.**

 **1st Modranski 2nd- Meyer Motion Carried**

1. **Youth Element Contracts**

**Motion 14-2021 to award Youth Element Contracts in Belmont, Carroll, Harrison, and Jefferson Cos. as per the WDB16 Contract list attached (5/21/21) Items 15 to 30 from 7/1/21 to 6/30/22. This was recommended by WDB16 Motion 15-2021.**

**1st Meyer 2nd Modranski Motion Carried**

1. **Opioid 3 Grant Evaluation**

**Motion 15-2021 to extend RFG Associates Inc. evaluate period for the Opioid 3 grant program for $1,625 to 3/31/22. This grant was extended by the state and the remaining $1,625 evaluation funds were a part of the original budget. This was recommended by WDB16 Motion 16-2021.**

**1st Meyer 2nd Modranski Motion Carried**

1. **CCMEP Youth Services Transportation -Belmont Co.**

**Motion 16-2021 to award year 2 of 4 (7/1/21 to 6/30/22) for youth transportation services in Belmont Co. to South East Area Transit (SEAT) under the same terms and conditions that year 1 of this contract we awarded to National Church Residences (NCR). SEAT has acquired all NCR transportation assets and has agreed to provide transportation services for the same terms and conditions as NCR. This was recommended by WBD16 Motion 17-2021.**

 **1st Meyer 2nd Modranski Motion Carried**

1. **CORSA Insurance**

**Motion 17-2021 to approve the CORSA Insurance payment of $2,895 covering 5/1/21 to 5/1/22. This was recommended by WDB16 Motion 19-2021.**

 **1st Modranski 2nd- Meyer Motion Carried**

1. **Ohio Workforce Association (OWA) Dues**

**Motion 18-2021 to approve $4,018 for the 2021 OWA dues. This was recommended by WDB16 Motion 20-2021.**

**1st Meyer 2nd Modranski Motion Carried**

1. **BRN Contract Extension with Jefferson Co CAC**

**Motion 19-2021 to extend the BRN grant funded service delivery contract with Jefferson Co CAC to 12/31/21.**

 **1st Meyer 2nd Modranski Motion Carried**

1. **State Subgrant Agreements**

**Motion 20-2021 to approve the State Subgrant Agreement with WDB16 covering 7/1/21 to 6/30/23, pending review by the WDB16 Executive Committee. This was recommended by WDB16 Motion 21-2021.**

**1st Modranski 2nd- Meyer Motion Carried**

1. **Southeast Ohio Local and Regional Plan (2021-2025)**

**Motion 21-2021 to approve the Southeast Ohio Local and Regional Plan (2021-2025) with the inclusion of any received public comments. This was recommended by WDB16 Motion 22-2021.**

 **1st Meyer 2nd Modranski Motion Carried**

1. **Next Meeting 9/24/21 10am on TBD**

 Friday December 17, 2021 10am TBD

1. **Motion to Adjourn**

**Motion 22-2021 Motion to Adjourn**

**1st Josh 2ndModranski Motion Carried**

**Adjournment- 10:49am**

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

**COG Chair Date**

**Attachment: 2021-2022 WDA16 Contract Matrix**

**WDB16 Contracts and Work Project Time Cycles Revised 5/21/21**

**with WDB16 Recommendations for COG approval**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Item** | **Last/Current Approval Cycle** | **Next Approval Date/Cycle** | **Recommended Approval $** | **Comments** |
|  |  |  |  |  |  |
| **1** | **MOU** | 7/1/21 to6/30/22 | 7/1/22 to ? | NA | WDB16 approved 3/19/21 One year extension of MOU as per state guidanceCOG approve Motion 03-2021 |
|  |  |  |  |  |  |
| **2** | **Outreach****Mobilize360** | 7/1/20 to 6/30/21 | Annual renewal 7/1/21 to 6/30/22 | $100,000 | Year 3 of up to 4 (Years 1 and 2 were also $100,000)WDB16 approved 12-2021COG approved Motion 11-2021 |
|  |  |  |  |  |  |
| **3** | **Staff to the Board Contract** | 7/1/19 to 6/30/23 | Annual renewal for 7/1/21 to 6/30/22 | $109,180 | Year 3 of 4 as per contract (Years 1 and 2 were $102,930)WDB16 approved 13-2021COG approved Motion 12-2021 |
|  |  |  |  |  |  |
| **4** | **Operator Contract** | 7/1/21 6/30/25 |  | As per MOU | Belmont Co DJFS ConsortiumWDB16 approved 11-2021COG approved Motion 10-2021 |
|  |  |  |  |  |  |
|  | **Adult and Dislocated Worker Framework and Design** |  |  |  |  |
| 5 | Jefferson Co | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $581,655 | Contract with Jefferson Co CACYear 4 of 4 (Year 3 was $581,655)WDB16 approved 14-2021COG approved Motion 13-2021 |
| 6 | Harris County | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $165,718 | Contract with Jefferson Co CACYear 4 of 4 (Year 3 was $165,718)WDB16 approved 14-2021COG approved Motion 13-2021 |
|  |  |  |  |  |  |
| **7** | **WDA16 Subgrant Agreement with Ohio** | 7/1/19 to 6/30/21 |  For 7/1/21 | NA | WDB16 approved 19-2021 with WDB16 Exec Board to review before signatureCOG approved Motion 20-2021 |
|  | **Item** | **Last/Current Approval Cycle** | **Next Approval Date/Cycle** | **Recommended Approval $** | **Comments** |
|  |  |  |  |  |  |
| **8** | **Local Regional Workforce Plan** | Revised for 7/1/19 to 6/30/21 | State has requested new plans by 6/30/21 | NA All work in-house | WDB16 approved 20-2021 with any public comments to be added before signaturesCOG approved Motion 21-2021 |
|  |  |  |  |  |  |
| **9** | **Comp. OMJ Site(s) Recertif.** | State Approved 8/2020 | State reapproved every 3 years | NA | Next reapproval for 7/1/23 |
| 10 | Belmont OMJ | Bd approved 5/31/19 |  | NA | WDB16 20-2019 |
| 11 | Jefferson OMJ | Bd approved 5/31/19 |  | NA | WDB16 20-2019 |
|  |  |  |  |  |  |
| **12** | **WDB16 Board Recertif.** | 5/28/21 to 5/28/23 | State approved every 2 yearsAnnual updates | NA | Next update will be required in 2023 |
|  |  |  |  |  |  |
|  | **Youth Design and Framework** |  |  |  |  |
| 13 | Jefferson Co | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $127,065 | Contract with Jefferson Co CACYear 4 of 4 (Year 3 was $127,065 WIOA)WDB16 approved 14-2021COG approved Motion 13-2021 |
| 14 | Harris County | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $16,891 | Contract with Jefferson Co CACYear 4 of 4 (Year 3 was $16,891 WIOA)WDB16 approved 14-2021COG approved Motion 13-2021 |
|  |  |  |  |  |  |
|  | **Youth Elements** |  |  |  | **14 Element Assessment needed for each** **County by 1/10/22 for bidding in** **February 2022-** **with new program start date of 7/1/22** |
|  | **Belmont Co** |  |  |  |  |
| 15 | E1 Tutoring, Study Skills, Dropout Prevention | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $8,078 WIOA |  **CAC of Belmont Co** Year 4 of 4 (Year 3 was $26,925 of which $8,078 (30%) WIOA)WDB16 approved 15-2021COG approved Motion 14-2021 |
| 16 | E3 Work Experience | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $132,009 WIOA | **CAC of Belmont Co** Year 4 of 4 (Year 3 was $377,168 of which $132,009 (35%) WIOA)WDB16 approved 15-2021COG approved Motion 14-2021 |
|  | **Item** | **Last/Current Approval Cycle** | **Next Approval Date/Cycle** | **Recommended Approval $** | **Comments** |
| 17 | E6 Leadership Development | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $13,032 WIOA | **CAC of Belmont Co** Year 4 of 4 (Year 3 was $37,235 of which $13,032 (35%) WIOA)WDB16 approved 15-2021COG approved Motion 14-2021 |
| 18 | E8 Adult Mentoring not less than 12 months | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $6,671 WIOA | **CAC of Belmont Co** Year 4 of 4 (Year 3 was $22,238 of which $6,671 (30%) WIOA)WDB16 approved 15-2021COG approved Motion 14-2021 |
| 19 | E8 Adult Mentoring not less than 12 months | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $25,333 WIOA | **East Central Ohio ESC**Year 4 of 4 (Year 3 was $84,444 of which $25,333 (30%) WIOA) STEM InitiativeWDB16 approved 15-2021COG approved Motion 14-2021 |
|  |  |  |  |  |  |
| 20 | E11 Financial Literacy | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $13,032 WIOA | **CAC of Belmont Co** Year 4 of 4(Year 3 was $37,235 of which $13,032 (35%) WIOA)WDB16 approved 15-2021COG approved Motion 14-2021 |
|  |  |  |  |  |  |
|  | **Carroll County** |  |  |  |  |
| 21 | E3 Work Experience | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $75,000 WIOA (all Elements except 6 and 11) | **Jefferson Co CAC**Year 4 of 4 (Year 3 was $195,981 with up to $75,000 WIOA – for all Elements except 6 and 11)WDB16 approved 15-2021COG approved Motion 14-2021 |
| 22 | E5 Workforce Prep, E8 Adult Mentoring, and E14 Transition to post-sec education | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $0 renewal | **Jefferson Co CAC**$0 cost, included in Youth Service Design and Framework WDB16 approved 15-2021COG approved Motion 14-2021 |
| 23 | E6 Leadership | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | up to $75,000 for Elements 6 and 11 combined | **Goodwill**Year 4 of 4 (Year 3 was up to $75,000 WIOA for Elements 6 and 11 combined)WDB16 approved 15-2021COG approved Motion 14-2021 |
| 24 | E11 Financial Literacy | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | up to $75,000 for Elements 6 and 11 combined | **Goodwill**Year 4 of 4 (Year 3 was up to $75,000 WIOA for Elements 6 and 11 combined) WDB16 approved 15-2021COG approved Motion 14-2021 |
|  |  |  |  |  |  |
|  | **Harrison Co** |  |  |  |  |
| 25 | E3 Work Experience | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $34,989 WIOA | **Jefferson Co CAC**Year 4 of 4 (Year 3 was $34,989 WIOA)WDB16 approved 15-2021COG approved Motion 14-2021 |
| 26 | E4 Occupational Skills and Training | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $8,446 WIOA | **Jefferson Co CAC**Year 4 of 4 (Year 3 was $8,446 WIOA)WDB16 approved 15-2021COG approved Motion 14-2021 |
|  |  |  |  |  |  |
|  | **Item** | **Last/Current Approval Cycle** | **Next Approval Date/Cycle** | **Recommended Approval $** | **Comments** |
| 27 | E7 Supportive Services and E9 follow-up Services | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $0 renewal Included in YSD and Framework | **Jefferson Co CAC**Year 4 of 4 (Year 3 was $0 WIOA, included in Youth Service Design and Framework)WDB16 approved 15-2021COG approved Motion 14-2021 |
|  |  |  |  |  |  |
|  | **Jefferson Co** |  |  |  |  |
| 28 | E3 Work Experience | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $263,207 WIOA | **Jefferson Co CAC**Year 4 of 4 (Year 3 was $263,207 WIOA)WDB16 approved 15-2021COG approved Motion 14-2021  |
| 29 | E 4 Occupational Skills Training | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $63,533 WIOA | **Jefferson Co CAC**Year 4 of 4 (Year 3 was $63,533 WIOA)WDB16 approved 15-2021 COG approved Motion 14-2021  |
| 30 | E7 Supportive Services and E9 Follow-up Services | 7/1/18 to 6/30/22 | Annual renewal for 7/1/21 to 6/30/22 | $0 renewal | **Jefferson Co CAC**Year 4 of 4 (Year 3 was $0- included in Youth Service Design and Framework)WDB16 approved 15-2021COG approved Motion 14-2021 |
|  |  |  |  |  |  |
| **31** | **Rapid Response Plan (RACI)** | Current plan revised 10/2018 | Generally, an annual update | NA | Covid-19 has set back the state led update process.  Awaiting state direction |
|  |  |  |  |  |  |
| **32** | **Opioid Grant #3 Local Monitoring** | 7/1/20 to 6/30/21(Opioid 3 grant extended to 3/31/22) | 7/1/21 to 6/30/22 | $1,625 balance of remaining contract for Final Monitoring Report on 3/31/22 | **RFG Associates Inc.** Addendum 1 to 2021-22 Staff to the Board contract renewal for Final Monitoring Report for Opioid 3 grantWDB16 approved 16-2021COG approved Motion 15-2021 |
|  |  |  |  |  |  |
| **33** | **CCMEP Youth Services Transportation Belmont Co.** | 7/1/20 to 6/30/24 | New 1-year contract with annual renewals required | $10,000 WIOA | **National Church Residences (NCR)**As per bid $3.00/mile pickup to drop off, $10/load fee and $15/wait feeWDB16 approved 17-2021 with 1 year renewal with SEAT assuming all NCR duties at the same terms and conditionsCOG approved Motion 16-2021 |
|  |  |  |  |  |  |