

**WDA 16**

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American Job Center network

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

**Minutes**

**May 5, 2020**

**GoToMeeting**

**Present:** Josh Meyer (Belmont Co.), Lewis Mickley, Chair (Carroll Co.),

Don Bethel (Harrison Co.), and Tom Gentile (Jefferson Co.)

**Visitors:**  Mike Schlanz, Tammy Sanderson, Betty Ferron, Rebecca Safko, Lori Hawthorne, Jeff Felton, Deb Knight, Jennifer Burns, Rich Gualtiere and Rob Guentter

1. **Call to Order:**

Meeting called to order by Chairperson, Lewis Mickley at 1:09pm

A quorum of COG members was present to conduct business.

1. **Approval of Minutes:**

Motion 01-2020 to approve December 20, 2019 COG Minutes as written.

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

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

Motion made to approve the following reports:

March 2020 financials including Rebecca’s report as follows:

The state is looking to allow Area 16 to keep our 2nd year carryover into year 3. At present we have expended 21% of Adult funding, 27% of DW, 37% of Youth, and 33% of Admin. (Overall, 29% of allocation). This “year 3”money may be freed from prior description, allowing greater flexibility in serving area customers as our economy rebounds.

Motion 02-2020 to approve Financial Report

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

1. **Funding Transfers:**

No new transfers were requested.

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

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

* TANF Summer Youth Employment Program (ages 14-18)
* TEAM updates: website and ARC Power Grant: Explained possible funding for the area if awarded for Youth Outreach
* WDA16 Performance: adjusted 2018 results- WDA16 is in full compliance with every measure at this point!
* Incumbent Worker Training (IWT) policy
* Business Outreach Policy
* Ohio Consolidated Plan, Impact on WDA16
* Local and Regional Workforce Plan revision
* Pathway Home project/grant: Explained this is a cooperative effort with the state to help with prisoner reentry back into our communities with strong job support component. This builds on our current Opioid 3 Grant being administered by Jefferson Co CAC. Four (4) of the 20 Workforce Areas in Ohio are participating in the Pathway Home project.

1. **County OMJ and Coronavirus Updates**

**Belmont:** Mike shared that the Belmont OMJ has remained open, with limited customer contact. The Resource Room has been reduced from 8 to 3 workstations for spacing. About ½ of staff working from home and staff is fielding lots of UI calls. Belmont is looking to restart their Flood Grant program in mid-May.

**Carroll:** Jennifer updated the COG that most of her group is working from home through May, and will reevaluate opening the OMJ in June. A few clerical staff have been working from the office. Summer Youth recruitment is underway.

**Harrison:** Rich offered that the OMJ closed in April to walk-in traffic. Considering a date to reopen, but nothing is set.

**Jefferson:** Also shut down in April. Looking to reopen May 12 with new strategies These may include no more than 20 in the building at one time, staff masks, screens etc. Also working on Summer Youth Program and have a lot of interested businesses. The problem now is connecting with youth and getting all required documentation for eligibility via email and mail. Some of our CDL training providers are also opening back up. The Flood Grant program has resumed with one (1) crew.

1. **CORSA Annual Insurance (COG and WDB16)**

Motion 03-2020 to CORSA annul insurance payment of $2,961.00 from 5/1/20 to 5/1/21

This was approved by WDB16 Motion Ex03-2020 on 4/17/20

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

1. **CCMEP Transportation Services for Belmont Co**

Motion 04-2020 to approve a not-to-exceed $10,000 contract to National Church Residences (NCR) to provide CCMEP transportation services to Belmont Co youth from 7/1/20 to 6/30/21.

This was approved by WDB16 Motion Ex04-2020 on 4/17/20.

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

**Contracts for Renewal**

The COG considered the following contracts for renewal:

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| **Item** | **Description** | **Last/Current Approval Cycle** | **Next Approval Date/Cycle** | **Recommended Approval $** | **Comments** |
|  |  |  |  |  |  |
| **1** | **Outreach**  **Mobilize360** | 7/1/19 to 6/30/20 | For 7/1/20 to 6/30/21 | $100,000 | Recommendation to renew for 1 year at  $100,000 (Year 2 of 4) |
|  |  |  |  |  |  |
| **2** | **Staff to the Board Contract** | 7/1/19 to 6/30/23 | Annual renewal for 7/1/20 to 6/30/21 | $102,930 | Recommend to renew as per agreement  Year 2 of 4 (Year 1 was $102,930) |
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|  | **Adult and Dislocated Worker Framework and Design** |  |  |  |  |
| 3 | Jefferson Co | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20-6/30/21 | $581,655 | Contract with Jefferson Co CAC  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $581,655) |
| 4 | Harris County | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20-6/30/21 | $165,718 | Contract with Jefferson Co CAC  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $165,718) |
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|  | **Youth Design and Framework** |  |  |  |  |
| 5 | Jefferson Co | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20-6/30/21 | $127,065 | Contract with Jefferson Co CAC  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $127,065 WIOA) |
| 6 | Harris County | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20-6/30/21 | $16,891 | Contract with Jefferson Co CAC  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was 16,891 WIOA) |
| **Item** | **Description** | **Last/Current Approval Cycle** | **Next Approval Date/Cycle** | **Recommended Approval $** | **Comments** |
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|  | **Youth Elements** |  |  |  |  |
|  | **Belmont Co** |  |  |  |  |
| 7 | E1 Tutoring, Study Skills, Dropout Prevention | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $8,078 WIOA | **CAC of Belmont Co**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $26,925 of which $8,078 (30%)  WIOA) |
| 8 | E3 Work Experience | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $132,009 WIOA | **CAC of Belmont Co**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $377,168 of which $132,009  (35%) WIOA) |
| 9 | E6 Leadership Development | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $13,032 WIOA | **CAC of Belmont Co**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $37,235 of which $13,032 (35%)  WIOA) |
| 10 | E8 Adult Mentoring not less than 12 months | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $6,671 WIOA | **CAC of Belmont Co**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $22,238 of which $6,671 (30%)  WIOA) |
| 11 | E8 Adult Mentoring not less than 12 months | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $25,333 WIOA | **East Central Ohio ESC**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $84,444 of which $25,333 (30%)  WIOA) STEM Initiative |
| 12 | E11 Financial Literacy | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $13,032 WIOA | **CAC of Belmont Co**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $37,235 of which $13,032 (35%)  WIOA) |
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|  | **Carroll County** |  |  |  |  |
| 13 | E3 Work Experience | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 9/30/21 | $75,000 WIOA (all Elements except 6 and 11) | **Jefferson Co CAC**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $195,981 with up to $75,000  WIOA – for all Elements except 6 and 11) |
| 14 | E5 Workforce Prep, E8 Adult Mentoring, and E14 Transition | 7/1/18 to 6/30/22  To Post- Sec | Annual renewal for 7/1/20 to 9/30/21 | $0 renewal | **Jefferson Co CAC**  Recommend to renew as per agreement  $0 cost, included in Youth Service Design and  Framework (Year 3 of 4) |
| **Item** | **Description** | **Last/Current Approval Cycle** | **Next Approval Date/Cycle** | **Recommended Approval $** | **Comments** |
| 15 | E6 Leadership | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 9/30/21 | up to $75,000 for Elements 6 and 11 combined | **Goodwill**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was up to $75,000 WIOA for  Elements 6 and 11 combined) |
| 16 | E11 Financial Literacy | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 9/30/21 | up to $75,000 for Elements 6 and 11 combined | **Goodwill**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was up to $75,000 WIOA for  Elements 6 and 11 combined) |
|  |  |  |  |  |  |
| **Item** | **Description** | **Last/Current Approval Cycle** | **Next Approval Date/Cycle** | **Recommended Approval $** | **Comments** |
|  | **Harrison Co** |  |  |  |  |
| 17 | E3 Work Experience | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $34,989 WIOA | **Jefferson Co CAC**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $34,989 WIOA) |
| 18 | E4 Occupational Skills and Training | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $8,446 WIOA | **Jefferson Co CAC**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $8,446 WIOA) |
| 19 | E7 Supportive Services and E9 follow-up Services | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $0 renewal  Included in YSD Framework | **Jefferson Co CAC**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $0 WIOA, included  in YSD Frame Work) |
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|  | **Jefferson Co** |  |  |  |  |
| 20 | E3 Work Experience | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $263,207 WIOA | **Jefferson Co CAC**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $263,207 WIOA) |
| 21 | E 4 Occupational Skills Training | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $63,533 WIOA | **Jefferson Co CAC**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $63,533 WIOA) |
| 22 | E7 Supportive Services and E9 Follow-up Services | 7/1/18 to 6/30/22 | Annual renewal for 7/1/20 to 6/30/21 | $0 renewal | **Jefferson Co CAC**  Recommend to renew as per agreement  Year 3 of 4 (Year 2 was $0- included  in Youth Service Design and Framework) |
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| 23 | **Opioid Grant #3 Local Monitoring** | To 6/30/20 | 7/1/20 to 6/30/21 | $3,000 balance of $5,000 monitoring contract | **RFG Associates Inc.**  Addendum 1 to 2020-2021 Staff to the Board contract  renewal for required local monitoring of  Opioid 3 grant |
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Motion 05-2020 to approve all contract renewals (1-23) detailed above. These were all approved by WDB16 MotionEx05-2020 on 4/17/2020.

**1st Meyers 2nd Bethel Motion Carried**

1. **Acceptance of grant funding from State of Ohio for Resource Room upgrades**

Motion 06-2020 to accept $110,406.59 from State Rapid Response funding to support upgrades of technology, equipment, furniture and software to the OMJ Resource Rooms in Belmont, Carroll, Harrison and Jefferson Cos.

**1st Bethel 2nd Meyers Motion Carried**

1. **Next Meetings – TBD**

1. **Motion to Adjourn**

Motion 07-2020 Motion to Adjourn

**1st Bethel 2nd Gentile Motion Carried**

**Adjournment- 11:04am**

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**COG Chair Date**