

**WDA 16**

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American Job Center network

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

**Minutes**

**June 7, 2019**

**Harrison County DJFS**

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

Don Bethel (Harrison Co)

**Visitors:**  Vince Gianangeli and Son, Scott Blackburn, Betty Ferron, Tammy Sanderson, Rebecca Safko, and Rob Guentter

1. **Call to Order:**

Meeting called to order by Chairperson, Lewis Mickley at 1:05pm

A quorum of COG members was present to conduct business.

1. **Approval of Minutes:**

Motion made to approve the minutes from April 19, 2019, as written.

Motion 08-2019 to approve April 19, 2019 COG Minutes

**1st-Don Bethel, 2nd- Josh Meyer Motion Carried**

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

Motion made to approve the following reports:

1. April 2019 Financial Report
2. April 2019 Allocation /Expense Report

Motion 09-2019 to approve Financial Report

**1st- Don Bethel 2nd- Josh Meyer Motion Carried**

1. **Funding Transfers:**

Motion 10-2019 to allow the appropriate transfer of inter county WIOA funds, which would otherwise lapse to the state on 6/30/19

**1st Josh Meyer 2nd Lewis Mickley Motion Carried**

Motion 11-2019 to permit the payment of $2,983 for the CORSA insurance policy for the COG (which has named additionally insured the WDB16 Board and Youth Council)

**1st Josh Meyer 2nd Lewis Mickley Motion Carried**

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

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

* Local School District Business Advisory Councils
* Labor Exchange Workforce Specialist: Should be hired by the end of summer.

Meeting with state set for June 14, 2019.

* American Planning Association Conference
* MOU and Library MOUs
* New Jefferson/Belmont Flood Grant (OH-32): A new grant has been authorized for Belmont and Jefferson Counties.
* Performance Report
* Comprehensive OMJ Site Re certification: Both Jeff and Belmont OMJ sites passed recertification, and Rob showed off the 2 inch binders created for each site’s review.
* Ohio Workforce Association (OWA)
* SFY 20 WDA16 WIOA Budget Allocations: Increases in Adult and Youth funding and a small decrease in Dislocated Worker funding
* Outreach Committee update

1. **WDA16 Memorandum of Understanding (MOU)**

The WDB16 recommended this for approval via Motion 14-2019.

Motion 12-2019 to approve the MOU from July 1, 2019 to June 30, 2021.

**1st- Don Bethel 2nd- Josh Meyer Motion Carried**

1. **Youth Element and Other Contract Renewals**

Rob explained that the following vendor contracts were competitively bid out and awarded for a 4 year period, with annual Board renewal and review based on performance and available funding. All have been determined to be in compliance and recommended for Year 2 of their 4 Year contracts. Rob also noted that some of these contracts mix WIOA and TANF funding, and we do not currently have final TANF budgets. Resulting, Rob is recommending these contract renewals based on the information we currently have, and to assure that there is no lapse in service delivery. Amendments to these agreements may be required at a future meeting as funding awards/budgets are finalized. The WDB16 recommended these contracts for Year 2 renewal via Motion 17-2019. Recommended contracts to renew are:

**Framework and Design**

**Jefferson Co Adult and Dislocated Worker Framework and Design**

Jefferson Co CAC Inc. 2nd year WIOA $581,655 (Year 1 of 4 was $646,284)

**Harrison Co** **Adult and Dislocated Worker Framework and Design**

Jefferson Co CAC Inc. 2nd year WIOA $165,718 (Year 1 of 4 was $184,132)

**Jefferson Co Youth Design and Framework**

Jefferson Co CAC Inc. 2nd year WIOA $127,065

(Year 1 of 4 was $212,423 WIOA and TANF)

**Harrison Co Youth Design and Framework**

Jefferson Co CAC Inc. 2nd year $16,891 WIOA

(Year 1 of 4 was $82,642 WIOA and TANF)

**Youth Element Contracts**

**Belmont Co Tutoring, Study Skills, Dropout Prevention** **(Element 1)**

Community Action Commission of Belmont Co 2nd year $26,925 of which $8,078 (30%) WIOA

(Year 1 of 4 was $26,925 of which 30% WIOA)

**Belmont Co Work Experience** **(Element 3)**

Community Action Commission of Belmont Co 2nd year $377,168 with $132,009 (35%) WIOA

(Year 1 of 4 was $377,168 with $132,009 (35%) WIOA)

**Belmont Co Leadership Development (Element 6)**

Community Action Commission of Belmont Co 2nd year $37,235 with $13,032 (35%) WIOA

(Year 1 of 4 was $37,235 with $13,032 (35%) WIOA)

**Belmont Co Adult Mentoring not less than 12 months** **(Element 8)**

Community Action Commission of Belmont Co 2nd year $22,238 of which $6,671 (30%) WIOA

(Year 1 of 4 was $22,238 of which 30% WIOA) **AND**

East Central Ohio Educational Service Center 2nd year $58,600 of which $17,580 (30%) WIOA

(Year 1 of 4 was $58,600 of which 30% WIOA)

**Belmont Co Financial Literacy (Element 11)**

Community Action Commission of Belmont Co 2nd year $37,235 with $13,032 (35%) WIOA

(Year 1 of 4 was $37,235 with $13,032 (35%) WIOA)

**Carroll Co Work Experience (Element 3)**

Jefferson Co Community Action Council Inc. 2nd year $195,981 with up to $75,000 WIOA

for all elements but 6 and 11

(Year 1 of 4 was $195,981 with up to $75,000 WIOA for all elements but 6 and 11)

**Carroll Co Education and Workforce Prep (Element 5), Adult Mentoring (Element 8)**

**and Transition to post-secondary education (Element 14)**

Jefferson Co Community Action Council Inc. 2nd year $0

Included in Youth Service Design and Framework

**Carroll Co Leadership Development (Element 6)**

Goodwill 2nd year $54,019 with up to $75,000 WIOA –Elements 6 and 11 combined

(Year 1 of 4 $54,109 (this typo was Board approved) with up to $75,000 WIOA –Elements 6 and 11 combined)

**Carroll Co Financial Literacy (Element 11)**

Goodwill 2nd year $54,019 with up to $75,000 WIOA –Elements 6 and 11 combined

(Year 1 of 4 $54,109 (this typo was Board approved) with up to $75,000 WIOA –Elements 6 and 11 combined)

**Harrison Co Work Experience (Element 3)**

Jefferson Co Community Action Council Inc. 2nd year $34,989 WIOA

(Year 1 of 4 was $173,519 WIOA and TANF)

**Harrison Co Occupational Skills and Training (Element 4)**

Jefferson Co Community Action Council Inc. 2nd year $8,446 WIOA

(Year 1 of 4 was $51,381 WIOA and TANF)

**Harrison Co Supportive Services (Element 7) and Follow-up Services (Element 9)**

Jefferson Co Community Action Council Inc. 2nd year $0

Included in Youth Service Design and Framework

**Jefferson Co Work Experience (Element 3)**

Jefferson Co Community Action Council Inc. 2nd year $263,207 WIOA

(Year 1 of 4 was $677,880 WIOA and TANF)

**Jefferson Co Occupational Skills Training (Element 4)**

Jefferson Co Community Action Council Inc. 2nd year $63,533 WIOA

(Year 1 of 4 was $102,762 WIOA and TANF)

**Jefferson Co Supportive Services (Element 7) and Follow-up Services (Element 9)**

Jefferson Co Community Action Council Inc. 2nd year $0

Included in Youth Service Design and Framework

Motion13-2019 to approve year 2 of 4 for the above contracts from 7/1/19 to 6/30/20.

**1st- Don Bethel 2nd- Josh Meyer Motion Carried**

1. **WDA16 Subgrant Agreement with Ohio**

Rob explained that the Sub grant agreement with the state has 3 parts: 1) the Agreement, 2) The Contract Disclaimer section (new under Governor DeWine Executive Order) and 3) the agreement to participate in the Ohio CCMEP Program. All 3 portions will be recommended for approval in a single Board action. WDB16 recommended this action via Motion 16-2019.

Motion 14-2019 to approve the three (3) component Sub Grant Agreement with the State of OH from 7/1/19 to 6/30/21

**1st- Don Bethel 2nd- Josh Meyer Motion Carried**

1. **Jefferson and Belmont Co National Disaster Flood Grant (OH-32)**

A new national disaster declaration will result in over $1.2 million for Belmont and Jefferson Co job training and flood cleanup efforts. This was recommended by the WDB16 via Motion 21-2019.

Motion 15-2109 for WDA16 to apply for and accept new funding for Disaster Recovery National Dislocated Worker Flood grant (OH-32).

**1st- Don Bethel 2nd- Josh Meyer Motion Carried**

1. **Staff to the Board Contract**

The WDB16 recommended the selection of RFG Associates Inc. Rob Guentter Jr. AICP for a four (4) Year Staff to the Board contract from 7/1/19 to 6/30/23 via Motion 24-2019.

Motion 16-2019 to approve a four (4) Year contract with RFG Associates Inc. Rob Guentter Jr, AICP, to provide Staff to the Board services and to authorize the Year 1 contract fee of $102,930.00.

**1st- Don Bethel 2nd- Josh Meyer Motion Carried**

1. **County Updates**

As no staff were present at the meeting, a written report for each county was reviewed by the COG.

1. **Other Discussion: None**
2. **Next Meeting: Friday September 20, 2019 at 1pm at Harrison County DJFS.**

**Friday December 6, 2019**

1. Motion 17-2019 to Adjourn

**1st- Don Bethel 2nd- Josh Meyer Motion Carried**

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**Board Chair Date**