



## Workforce Development Area 16 Belmont, Carroll, Harrison & Jefferson Counties

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### AREA 16 Council of Government (COG)

#### Meeting Minutes

December 20, 2024

Harrison Co DJFS, 520 N. Main Street, Cadiz OH

**Present:** Eric Timmons, Commissioner (Jefferson Co.), Kate Offenberger, JFS Director for Chris Modranski (Carroll Co), and Dustin Corder, Commissioner (Harrison Co.).

**Visitors:** Rebecca Safko, Deb Knight, Michelle Santin, Mike Schlanz, Hope McAfee, Jana Kizito, Lisa Duvall, and Rob Guentter

1. **Call to Order:**

Meeting called to order by Acting Chair Dustin Corder at 10:40am.  
A quorum of COG members was present to conduct business.

2. **Approval of Minutes:**

Motion 21-2024 to approve September 27, 2024, COG Minutes as written.  
1st-Offenberger 2<sup>nd</sup>Timmons Motion Carried

3. **Financial/Participant Reports and Transfers (Rebecca):**

Rebecca reviewed the October 2024 financials.

Rob shared the no findings CCMEP/WIOA Financial Monitoring PY 22 and 23 Report.  
He thanked everyone for their great work.

**Transfers:** None

Motion 22-2024 Motion to approve financial report as described above.  
1<sup>st</sup> Timmons 2<sup>nd</sup>- Offenberger Motion Carried

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

Rob provided a written report on the following topics:

- ✓ WIOA and RESEA Reauthorizations
- ✓ Complaint Procedure 04-2017 (May 2020 last update) Updated contacts
- ✓ Outreach Committee and update
- ✓ Local and Regional Workforce Plan update
- ✓ TransfrVR Update

- ✓ Performance Reviews and CIPs (Belmont, Carroll and Jefferson Cos)

He also discussed the awarded \$500,000 ARC ARISE grant to our 3-state consortium for apprenticeship development. Our match is being covered by GRIT and more details will be available in January 2025.

The state is hiring “mystery shoppers” to visit our OMJ Centers in 2025 and possibly our CCMEP vendors/partners. The state will be sharing their survey questions before the visits occur.

Rob shared that 2025 will be a busy year for workforce with a number of things due by May 2025 including our 2-year MOU, 2-year State and County subgrants, the Local Regional Workforce Plan, WDB16 Board Recertification, and OMJ site recertifications.

Finally, Kate Offenberger was recognized for her many years of service at the Carroll County DJFS. Kate will be retiring at the end of January 2025.

- 5. **Data Share Agreement Revision-** Remove all conditions except RESEA (Recommended by WDB16 Motion 26-2024) Rob shared that the current Data Share Agreement includes some data sets not used by the area, but we have a lot of responsibility to assure that such data is destroyed. The state is agreeable to amend the agreement to include only RESEA, which we are required to keep.

**Motion 23-2024 Motion to approve the modification to the State Data Share Agreement as described above.**  
**1<sup>st</sup> Offenberger 2nd- Timmons Motion Carried**

## 6. County Reports

**Belmont Co:** Mike Schlanz reviewed the Belmont Co data handout report covering Adult, Dislocated Worker and Youth exits and employment. Further, 24 businesses placed work orders at the OMJ this period. He noted the closing of retailers Sam Goody and Big Lots, and that his team was reaching out to these businesses.

**Carroll Co:** Kater Offenberger shared that during this period they had 393 visits to the OMJ Resource Room. PCC has been working closely with the OMJ for their hiring needs and the team has been expanding their CCMEP outreach to attract more youth.

**Harrison Co.:** Deb Knight reviewed his submitted Board Report data. They are working to improve their OMJ visit tracking, as they believe they are undercounting clients and services delivered. They will be visiting Harrison Hills in January to promote CCMEP.

**Jefferson Co:** Hope McAfee highlighted their report data including Adult, Dislocated Workers, CCMEP, Fresh Start, and GRIT. They conducted mock interviews with Indian Creek students and are very happy with the ease of use of the GRIT program. While traffic at the OMJ is down from pre-covid, there are visits to check out the job boards.

When asked about the need for better transportation services, Hope believes transportation is still a big issue for youth, but less of a problem for adults seeking employment in this market.

7. **Other Discussion:** Lisa Duvall, GRIT Project, provided some updates on the GRIT program. She will be meeting with Belmont Co OMJ to discuss if they want to participate in this program in 2025.

8. **Next Meetings – Fri March 28, 2025 10am Cadiz**

Proposed 2025 COG dates (*all Fridays at 10am*) March 28, 2025; June 20, 2025; September 26, 2025; and Dec 19, 2025

Motion 24-2024 to approve the above COG 2025 meeting dates

1<sup>st</sup> Timmons 2nd- Offenberger Motion Carried

9. **Motion to Adjourn**

Motion 25-2024 Motion to Adjourn

1<sup>st</sup> Offenberger 2nd- Timmons Motion Carried

Adjournment- 11:21am

  
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COG Chair

3/28/25  
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Date