

Area 8 Workforce Development Board
Executive Committee Meeting Minutes
5/17/2018 Thursday 2:30pm-4pm
JTDMH Conference Rm. 5

Present: Art Swain, Rob Radway, Ellen Rager, Michelle Steinke
Excused: Carol Knapke
Staff: Matt Kinkley

1. Board Member updates – Reviewed the updated board membership sheet. Working on a VW representative.
2. Minutes 4/19/18, **Motion by Rob Radway to approved with the date of the next board meeting adjusted to 6/21/18; seconded by Ellen Rager; Motion Carried.**
3. Area 8 2017-2021 plan
 - a. Review progress to date no action taken.
4. Budget-Executive Committee reviewed each and discussed pending spend and the desire to insure all lapse dollars are used prior to the other funds.
 - a. Youth
 - b. Lapse
 - c. Overall
5. CCMEP Update – Executive Committee reviewed the request for updated CCMEP plans by the OMJ centers, no action taken.
6. Pathway book Printing-Executive committee updated on the status of the printing using A and B printers.
7. Monitoring Programs – Executive Committee was updated on the Program Review monitoring and that there will be a follow up meeting with the counties for feedback.
8. Branding update-In demand jobs week and social media information was discussed
9. Policy Discussion/approval
 - a. Pending Approval – 215-Individual Training Account Policy- **Motion to approve by Rob Radway Seconded by Michelle Steinke, motioned carried.**
 - b. Pending Approval-220 Work experience for Adults and Dislocated Workers- **Motion to approve by Rob Radway Seconded by Michelle Steinke, motioned carried.**
 - c. Pending Approval-5-Avoiding Conflict of Interest during a Provision of Services- **Motion to approve by Rob Radway Seconded by Michelle Steinke, motioned carried.**
 - d. 152-Youth Needing Additional Assistance Policy-**Motion by Michelle Steinke to approve with the addition of the statement “WIOA staff who make referrals services to an OMJ partner or an outside provider shall document said referral, and support identified said services. Seconded by Ellen Rager motion carried.**
 - e. 155 Adult and Dislocated Worker Support Services Policy -**Motion by Michelle Steinke to approve seconded by Ellen Rager, Motion Carried.**
10. Board Contracts-

- a. Draft Van Wert and Mercer Sub grant second amendment
- b. Draft WOCAP Second Amendment
- c. Draft amendment WIOA Local Gov. Agreement

Motion by Rob Radway to give signature authority/approval to documents a. b. and c. above to Art Swain Chair, upon finalization of the amendments. Seconded by Ellen Rager.

Motion Carried

11. ASPIRE/ABLE complete-no action needed.
12. Review -Governance Agreement-no action needed
13. Board Membership sheet-no action needed
14. Van Wert Data- informational
15. Other- Michele Steinke motioned to approved CDL book purchases, the purchase of TABE tools on line if needed, permission to explore work keys pricing and the OWA membership for 2018-19 year. Seconded by Ellen Rager. Motion carried. Next Meeting 6/21/18

Full Board 6/21/18 2:30-4:00pm Auglaize County Adm. Building