

Area 8 Workforce Development Board

April 20, 2017

Meeting Minutes

I. Call to Order

Art Swain call the meeting to order at 2:34 PM with No quorum.

Member in Attendance: Art Swain, Chair, Joint Township Memorial Hospital; Rob Radway; Justin Blumhorst, Capabilities; Ron Snider Hardin Memorial; Ray Barber, BRW Tool; Carol Knapke, Pax Machine; Jamie Stemen (non-voting).

Resource Staff in Attendance: Barb Maxson, Hardin CDJFS; Marcia Drake, Van Wert CDJFS; Jamie Stemen, ODJFS; Mike Morrow, Auglaize CDJFS; Angela Nickel, Mercer CDJFS; Karen Platfoot, Mercer WIOA, Anita Kramer Fiscal Agent

Guests in Attendance; Andrea Morrow, WOCAP Jenna Peper, from Congressman Robert E. Latta's office.

- II. **Guest Jena Peper District Representative Congressman Robert E. Latta:** Congressman Latta's office covers the 14 counties in Northwest Ohio. Congressman Latta is working with Energy and Commerce. He is subcommittee chairman for Digital Commerce and Consumer Protection. Northwestern Ohio has 65,000 manufacturing jobs, of those 65,000 there are probably about 11,000 openings.
- III. **Minutes:** Approval of January 19, 2017 Minutes
Art Swain asked for corrections or additions. Hearing none, Art Swain asked for a motion to approve minutes as presented. Art made a motion to approve the January 19, 2017 minutes. Motioned by Ron Snider, Seconded by Carol Pax the motion passed.
- IV. **Budget Update:** Anita Kramer provided Area 8 Fiscal Agent Monitoring/Training Report. There are State forms that track by County the funding levels and dollars that come through. When questioning whether there are any broad concerns it was stated that Counties should look at their funding and if you see you are not going to spend it you might want to send a message to the fiscal agent and the Board staff and JFS directors plan to meet May 5th on this topic.
- V. **Youth RFP Applicants:** Youth RFP Proposals went out after Board approvals in early March. The proposals were due on Monday of the past week(10th) and 2 proposals were received. Those proposals were received from our current vendor, WOCAP represented by Andrea Morrow and Good Will Easter Seals of Miami Valley signed by Becca Sheidler who is the Regional Director for Program Services-North. Ellen Rager, Ms. Grieshop and Matt Kinkley will be on the Committee to review and assign. Matt would entertain in addition that an individual that is a member of the Board to include a fourth person in case there is an illness or a conflict of interest in relationship to those two groups. The goal is May 5, 2017 the Board is looking to announce the selection. There will be an evaluation, short training for

reviewers so that there is a protocol in place. And then there will be a recommendation from the reviewers and the Executive Committee for approval. There will be a recommendation by May 5, 2017. Art Swain will be included as a reviewer.

- VI. **OMJ/Career services RFP:** RFP's are due 4/21/17 at 4:00 PM in Mercer County. The committee recommended Rob Radway, Ron Snider, and Kinkley to do a review of those documents. According to the Procurement Policy the community must be informed that there are applicants. Discussion was that Monday at 12noon, at the St. Marys Library there will be a time set to communicate to the community that they will be opened. This needs to be an open communication. This will become part of the minutes acknowledgment that there are applicants and then once we have the applicants whoever they might be we will announce who the applicants are and then will do the evaluation process and then a recommendation. There is in place reviewer for evaluations. Time frame is May 5, 2017. There will be a need for the Executive Committee to come together once there is a recommendation.
- VII. **Local Plan and final approval:** – Status: Communication on the Local Plan on the Mercer County WIOA website. It has been labeled “DRAFT”. The 30-day window for comment is complete. There were several comments. There were objectives and goals that were written. There was also feedback from the Ohio Poverty Adult Center. There were some recommendations that are being reviewed and they are being looked at to incorporate their feedback into this plan. There will be an attachment with the comments and responses to those comments and some will be integrated into the plan. The Ohio Poverty Group has some resources that could be valuable to our region. Final decisions will be made by the Executive Committee. Art Swain asked if there were any objections. There were no objections.
- VIII. **Mercer County Youth Update:** There are 3 possibly 4 all out of school youth. There was a hope to get at least 10. They are working on engaging employers differently. Employers don't want to take the risk of unemployment and all the other pieces. Putnam County is contracting with a Provider to take on the risk and they are paid a little more. They are paid a little more because they are being paid to take that risk of unemployment and the payment comes through them to the client. This takes the risk off the County, it takes the risk off the OMJ Center or the employer. It is not known how the State would look at the extra money per paycheck to use this type of the service.
- IX. **Mercer County Youth Contract:** In September 2016 there was an agreement with Mercer County JFS to be the provider. RFP went out and allowed for an extension through 2018. Matt Kinkley recommended that that agreement be continued based on funding yet to be determined by the State of Ohio. Three other counties are being managed by WOCAP. WOCAP is in their second year of their agreement. There is a potential for a two, two year contracts. There was a recommendation to extend Mercer County's contract. Art Swain motioned to approve. Second by Rob Radway approve. Motion carried.

- X. **WIOA Ohio Area 8 Local Governance Agreement:** This document has been approved by the State and signed off by all commissioners in all the counties and sent off with 60 pages of attachments. The fundamental thought is that there must be protections to ensure that the counties are the grant recipients, Mercer County JFS has been assigned by the Mercer County Commissioners at the fiscal agent. There have to be protections to ensure there is not a conflict of interests. The Executive Committee has approved it. Art Swain moved to accept it. Seconded by Ray Barber to approve. Motion carried.
- XI. **Board Membership update:** Matt Kinkley discussed the possibility of Jason Blumhorst role on the Board as he has the unique situation of being a Director of a non-profit and a Chief Operating Officer of a business. In speaking with the State, they agreed this could fill two roles of 1. Being a non-profit and 2. Being the Chief Operator for a profit company. Art Swain made the motion to accept. Seconded by Ron Snider motioned approved. Julie Miller is finishing up her work period with Lake Campus. Dean Albayyari has agreed to join the Board to in July. This will go through the Commissioner's process.
- XII. **Board Insurance:** There were 3 insurance policies for insurance inside the packet. Two of them were for \$1,100.00. The third was at a higher rate, \$2,600.00 as they believe that we should have more insurance that would include internet risk related services for the Directors. The next step would be to take this to the Mercer County Commissioners. Based on the best fitting of the three options, one would be selected. The coverage would be \$1,000,000.00. Art Swain motioned to approve. Second by Carol Knapke, Motion carried.
- XIII. **Membership of Ohio Workforce Association 2016 and 2017:** The 2016 and 2017 membership dues have not been paid for this year. It has been requested that they bill for the following year. This organization gives access to individuals who are experts/peers in Ohio and helps with knowledge of how things got done. They have a Lobby group. The lobbyist have been working on CCMEP. There is a Website that can be accessed. Art Swain entered a Motion to join. Seconded by Ron Snider and Motion carried.
- XIV. **OMJ Marketing Concepts, June 2017 spend approval:** The need to promote the OMJ office in each county; to enhance the communication to the community about those things. Matt would like the Board to work to be more supportive of that vision. There is a budget with a little bit of money that we can start putting a strategy and will work with the Executive Committee over the next 6 weeks to try to make a plan. Director Morrow is working on a marketing strategy now for OMJ and the bigger picture. Auglaize has entered into an agreement with Modo Media who has worked with Mental Health Recovery Board. This will lead to a broader exposure. Also the use of Twitter, Snap Chat, Social Media.
- XV. **Executive Session – Personnel and Contracts**
Enter executive session at 3:45 and came out at 3:55
- XVI. **Motion by Rob Radway seconded by Ray Barber to pay** Matt for his February and March time beyond 40hrs. That totals 68 hrs. at \$31.25 per hour totaling \$2125. Motion Carried.

It was stated that originally he was to work 40 hours a month and then seeing the calendar hours that Matt has been keeping at the Boards request, over what was originally stated. He has done 174.65 hours beyond since November.

Rob Radway Motion and Ron Snider Seconded that Matt's contract be revised from 40 hours to a maximum of 50 hours a month effective immediately to the end of the contract (September 30,2017) and increase the pay to \$41.66 per hour for 50 hrs. beginning with the April pay period for monthly stipend of \$2083.33. Motioned Carried. Matt thanked the Board for the increase.

XVII. Motion to adjourn. Snider Seconded by Knapke Motion Carried

All actions today are referred to the Executive Committee for final approval on May 4th, 2017.

Next Meeting will be an Executive Committee meeting on May 4th time to be announced
Full Board Meeting July 20th at 2:30-4:00pm at the Auglaize County Administration Building.