

Area 8 Workforce Development Board

January 19, 2017

Meeting Minutes

I. Call to Order

Art Swain call the meeting to order at 2:39pm with quorum.

Member in Attendance: Art Swain, Chair, Joint Township Memorial Hospital; Ray Barber, BRW Tool; Troy Suchland, Crown Equipment Corporation; Rob Radway, PRMD; Carol Knapke, Pax Machine; Ellen Rager, Van Wert Community Hospital; Justin Blumhorst, Capabilities; Julie Miller, Wright State Lake Campus; Michelle Steineke, OOD; Greg Myers, Wapakoneta Area EDC.

Resource Staff in Attendance: Barb Maxson, Hardin CDJFS; Marcia Drake, Van Wert CDJFS; Jamie Stemen, ODJFS; Doug Durliat, J. Rhodes State; Mike Morrow, Auglaize CDJFS, Amy Freymuth, Auglaize CDJFS; Angela Nickel, Mercer CDJFS; Karen Platfoot, Mercer WIOA

Guests in Attendance: Andrea Morrow, Julie Wirt, Amy Staler, John Weber

II. Approval of October 20, 2016 Minutes

Art Swain asked for corrections or additions. Hearing none, Art Swain asked for a motion to approve minutes as presented. Ray Barber made a motion to approved the October 20, 2016 Area 8 WDB minutes. Troy Suchland seconded the motion. The motion passed.

III. Board welcomed new members Ray Barber, replacing Brian Styer's vacant seat, Justin Blumhorst, replacing Kent Kahn's vacant seat, and Carol Knapke for Mercer County. Board is almost complete. Matt Kinkley will continue to work with counties for 1 or 2 more necessary members.

IV. MOU has been signed and sent off to the state for approval.

V. Art Swain asked Matt Kinkley to cover the Executive Committee. This is necessary for issues that arise when the full Board is not set for a meeting. Per the Area 8 By-laws the Executive Committee can act on behalf of the Full board and report at the next meeting of the full board. Julie Miller – Representing Mercer County, was nominated to join by Art Swain. Carol Knapke seconded the motion. The motion passed.

Matt furthered explained Experience Works is no longer therefore, Kent Kahn would no longer be an At Large member. Rob Radway made a motion at add Michelle Steineke to this role. Troy Suchland seconded the motion. The motion passed.

VI. Preliminary WIB Certification: Approved – full certification requires 51% industry and 20% apprenticeship. Commissioner Doug Spencer and Matt Kinkley are working on this now. The Overarching Umbrella agreement for all 4 counties working

together to monitor any potential conflicts of interest has been drafted and will hopefully be finalized in February 2017.

- VII. Center Phase 1 Certification: Matt Kinkley, Troy Suchland and Rikki worked on this with Art Swain and it was submitted and completed. This is for the Mercer County location. Motion to approve made by Julie Miller, second Ellen Rager. Motion passed.
- VIII. ADA Compliance: Documents submitted November 28, 2016. Matt thanked Mercer County staff for their assistance in this project.
- IX. WDB Budget: Richalene Zozumplik submitted her invoice, Executive Committee recommended approved. Motion to approve Michelle Steineke, second Carol Knapke. Motion passed.

Anita is working with Matt on understanding the budget. Funds have different expenditure dates and eligibility.

Anita reviewed the submitted by county fund balances per funding source. Matt is encouraging a clear strategy so these funds can be spent, provide services and spend the money.

MOU is now complete. Mercer County staff and partners have worked hard to complete and has been submitted to the state.

- VIII. Matt went over the money that had been collected and placed into a bank account with the hopes of gaining a 501C3. There will be further discussion on what to do with these funds.
- X. Matt invited John, Julie and Amy from the state to join the Board table to address overarching options for Area 8. State staff covered options that Area 8 have in regards to adding counties to Area 8 or join another Area as our funding is very low especially in comparison to other Areas of same or similar size. John explained that funding is based on unemployment rate, etc. The decision to grow Area 8 would rest solely on the County Commissioners, i.e., Area 8 is surrounded by Area 7 counties. Our tri-county County Commissioners would need to solicit interest of the Area 7 counties and ask them to join Area 8. John does not believe any of the surrounding County Commissioners are interested therefore, we do not have to ability to grow. Area 7 has concerns about trusting the state and is probably not interested in adding more counties due to the ability of the state to then restructure Areas. The state has told them they are not going to do that and will ignore that part of the law but Area 7 does not believe the state not to do that. Johns thinks it is time to make decisions for what Area 8 wants to do. The law does not require that all services be provided so possibly Area 8 should look at strategizing about what services they can afford. Maybe working with skilled or educated individuals. Maybe we don't do long term training, only short term with soft skill training. Or maybe we look at only long term. John recommends we take a long look at our 4 county needs and come up with a plan to live within our budget. He also recommended reviewing the need for all counties to have an OMJ Center or maybe look at using the public libraries. He recommends we revisit the idea of gaining a 501c3 as that will allow Area 8 to apply

for additional grant money. The state has additional money in Rapid Response and discretionary funds. If Area 8 needs it, we could request more discretionary funds but John does not want us to become dependent on this option, this is really only for special projects. Ron Weber reports to John that after working the Mercer County staff, Area 8 is in a much better place financial place. Rob Radway asked a clarifying question regarding the funding and taking back to the Governor the concern Area 8 has, we have a significant problem filling jobs now and not enough money to train a workforce. John explained that Youth funding is going to CCMEP. Adult and Dislocated worker funds have to follow WIOA eligibility. As a Board, we are not going to provide training for more than 6 months. Julie added that we can transfer money between our Adult and Dislocated funds up to 100% based on need. John added as an example, we could move the Dislocated funds to Adult, if a county experienced a plant closing, then Area 8 could request from the state more Dislocated funds to cover the plant closing. Normally John does not approve money that way but in Area 8's financial situation, he would. As an Area, we would need to show Adult expenditures. John went on to talk about outreach efforts to help fill positions by using the OMJ website and reach out of our counties and to consider reaching out to plant closings outside of our Area. John offered migrant farmer assistance from his office in the event our Area is in need. Julie Miller inquired about how this works with Jobs Ohio. John reports that there should be collaboration with outreach efforts between his office and Jobs Ohio. Michelle Steinke also added that OOD has training dollars available when appropriate. John added his opinion about Employer Outreach being a deficit to Area 8. Matt explained to him that Amy Freymuth with Auglaize County DJFS was recently promoted to Director of Workforce Development & Self-Sufficiency Programs. Her new duties will include Employer Outreach on behalf of Auglaize County and collaborating their programs. John additionally offered his contract provider for Technical Assistance for special training for locals or state staff development. John and his staff were thanked for taking the time to come attend this meeting.

- XI. Andrea Morrow, WOCAP was then introduced to providing an update on the Youth program. Targeted numbers exceed what was contracted.
- XII. Mercer Award/Evaluation: Matt reviewed the Executive Committee approval. Greg Myers motioned for approval, Julie Miller seconded the motion. Motion passed.
- XIII. Board Insurance: Matt is pursuing three bids.
- XIV. County Plans: All submitted. Counties to return with a compliance statement. Overall good performance. Local Plan Development will continue to be worked on and will need Board approval when finalized.
- XV. Policy Conversation: Procurement and Incumbent Worker training. Matt would like everyone to review and provide him feedback prior to February 9, 2017. He will compile that information for submission to the state. Priority of service for Veterans and eligible spouse and conflict of interest policy. Have been reviewed and now need approval. Julie Miller motioned to accept, Ellen Rager seconded the motion. Motion passed.

- XVI. CFIS and available OWCMS Data-Youth/WIOA data updates. This is data that reports foot traffic to OMJ sites. Work continues as we try to accurately measure clients visiting the OMJ sites.
- XVII. Over Arching Local Governance Agreement: This is for the relationships between commissioners and Workforce Development Board and JFS agencies. Matt continues to work on this document.
- XVIII. TANF and WIOA: Philosophy and Approach to incumbent workers, eligible clients, etc. is tabled until the next meeting.
- XIX. Director Contract: Concluded
- XX. Future RFP: Youth Contracts available for review, Matt would like to see a handful of committee members assist him as well as any partners as long as they are not responding to the RFP. Matt hopes to have fully reviewed by February 8, 2016. Please let Matt know if you are interested in assisting.
- XXI. December 12, 2016 Executive Committee Notes: Rob Radway motioned for approval, Michelle Steinke seconded the motion. Motion passed.
- XXII. Recognition of Kent Kahn and Brian Styer: Matt recognized these two gentlemen for their work and dedication to this Board. Neither one was present but Matt will deliver Proclamations that were completed by the Auglaize County BOCC.
- XXIII. Personnel Matters: Rob Radway motioned to move to executive session, Ellen Rager seconded the motion. Motion passed. Executive session commenced at 3:55pm. Rob Radway motioned to move out of executive session, Julie Miller seconded the motion. Motion passed. Executive session ended at 4:13pm.
- XXIV. Meeting Adjourned: Troy Suchland motioned to adjourn. Ray Barger seconded the motion. Motion passed.

Submitted By Amy Frymouth Auglaize County JFS