

Area 8 Workforce Development Board
Executive Committee Meeting Agenda
12/14/2017 Thursday
2:30pm-4pm
JTDMH Conference Room 5, St. Marys, Ohio

Present: Art Swain, Rob Radway, Ellen Rager, Carol Knapke, and Michelle Stienke

Staff: Matt Kinkley

1. Minutes approval 11/10/17 and 10/19/17-Motion by Rob Radway seconded by Ellen Rager to approve the minutes of 11/10/17 and 10/19/17. Motioned Carried
2. Lapse Spend update- Update on the spend by county JFS – each county has submitted plans for the first spend that had been approved and each county is working on those expenditures to date. Second lapse funds pend has been approved and counties are now authorized to use these moneys.
3. Budget update- Reviewed the approved budgets and reviewed WOCAP youth spend through Nov. 2017 currently between 30% and 40% in each county with the required spend employment being met. Mercer Counties number will be share at the Jan 18, 2018 full-board meeting.
4. Associate Site certification – Motion by Art Swain, seconded by Ellen Rager to approve the Van Wert Site Certification. Motion carried. Motion by Art Swain, seconded by Ellen Rager to approve the Auglaize Site certification pending the installation of the TTY line motion carried.
5. Library engagement draft MOU- Reviewed the draft MOU and will recommend for approval at the full board meeting on January 18th, 2018 following the final review by all partners in December and early January.
6. Data Sharing Agreement Update-Motion by Rob Radway and second by Carol Knapke to approve said agreement and authorize Chair Swain to sign on the boards behalf. Motion carried.
7. CCMEP signatures- recommendation by Director Kinkley that the board approve the Van Wert CCMEP plan and allow Chair Swain to sign said document on the boards behalf. Motion By Rob Radway, seconded by Ellen Rager Motioned carried.
8. CPI- Discussed the opportunity to do Non-Violent Crisis Intervention Training for the Area for OMJ and partner staff. Challenge has been finding a staff person to take the train the trainer course. Motion by Rob Radway to target OMJ staff first, for the train the trainer (TOT)course, followed by Area 8 partners, then the director motion carried.
9. Monitoring Draft – Director shared a draft monitoring bid document for Youth, Adult and Adult dislocated fiscal and program review. The Director indicated he was awaiting feedback from the fiscal agent on the document and the contract. Director will update at the January meeting.
10. Branding update-state continues to guide branding efforts; we are awaiting updated branding material for the social media sites from the state.

11. Policy Discussion

- a. OJT, ITA, Customized training, work experience
- b. Self-Sufficiency, definition of unlikely to return to work, serving immediate family, WIA/O Suitability
- c. Incumbent worker
- d. Support Services (SS), SS Cap, SS guidelines

Executive Committee ranked items A, C, B, D in that order for review and update.

- 12. WIOA and Tanf Changes – Director reviewed that county JFS offices are reviewing there TANF staffing for Youth and many are moving toward pulling that service in house over the next few months.
- 13. Executive Session for Personnel and Contracts-No executive session occurred
- 14. Other- Motion By Rob Radway seconded by Ellen Rager to re-approve \$8000 of compensation for the director for work; funds from the lapse fund spend and authorized Chair Swain to work with the fiscal agent to implement action that will allow that payment to be made and authorized Chair Swain to sign said document as needed. Motion carried
- 15. Motion to close the meeting by Rob Radway and Seconded by Michelle Steinke. Motion Carried

Next Meeting

Full Board

1/18/18

Auglaize County Adm. Building