

Lucas County Workforce Development Board

Thursday, October 29, 2020 – 3:00 P.M.

via Zoom

AGENDA

I. Call to Order Lee Daher, Chair

II. Approval of Minutes September 23, 2020 * (pp. 1-3) Lee Daher, Chair

III. Board Appointments and Reappointments Commissioner Tina Skeldon Wozniak

IV. **Strategic Plan Goal 1**
Prepare a pipeline of work-ready individuals based on the needs of employers

- One-Stop Reopening Megan Vahey Casiere, LCWDB Director
- Regional job fair & Workforce Strategy Joe Luzar
- WorkReady Lucas County (pp. 4) Report only

V. **Strategic Plan Goal 2**
Provide proactive and adaptable business services and solutions through meaningful employer engagement

- Incumbent Worker & OJT (pp. 5) Report only

VI. **Strategic Plan Goal 3**
Provide holistic, customer-centric, streamlined, and team-based career services

- ITA and CCMEP (pp. 6-8) Report only
- Opioid grant update (pp. 9) Report only
- Career Services Update (pp. 10) Report only
- One-stop Update (pp. 11) Report only

VII. **Strategic Plan Goal 4**
Enhance public perception of the Lucas County workforce system by providing effective, timely, and accurate communication

- ODJFS Disaster Grant
Business Services Expansion funds Commissioner Tina Skeldon Wozniak

VIII. **Strategic Plan Goal 5**
Establish the Lucas County Workforce Development Board as the central hub of workforce development activities in the region

- Workforce Strategic Plan Team Lee Daher & Charlotte Dymarkowski

IX. Financial Report Dave Glaza, Senior Budget Analyst

X. Other Business Lee Daher, Chair

* Denotes action item

Next meeting date January 27, 2021 at 3:00 p.m.

Lucas County Workforce Development Board
Quarterly MEETING MINUTES FOR Wednesday, September 23, 2020 @ 3:00 pm
 Via Zoom & Streamed on Facebook Live Facebook Page

LCWDB BOARD MEMBERS

N	Barnes, Jacqueline	Y	Knisely, Jeremy	Y	Morris, Deb
Y	Conover, David	N	Langenderfer, Nicole	N	Nowak, Angela
Y	Daher, Lee	Y	Luzar, Joe	Y	Potter, Scott
Y	Dimitrew, Tom	Y	McConnell, Karyn	Y	Smith, Denise
Y	Dockery, Clint	N	McDonald, Loren	N	Stockdale, Steven
Y	Dymarkowski, Charlotte	Y	McDougall, Michelle	Y	Tsegaye, Jonathan
Y	Hayes, Scott	Y	Moffitt, Valerie	N	Valleroy, Kristy
N	Hill, Kristi	N	Mohler, Pam	Y	Van Riper, Tammy
N	Hollister, Jack	Y	Moore, Teresa		

Board of County Commissioners

Y	Skeldon Wozniak, Tina President	N	Gerken, Pete	N	Byers, Gary
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Staff & Visitors

Y	Megan Vahey Casiere (Administration)	Y	Chad Olson (DPD)		
Y	Veh, Mike (DPD)	Y	Greg Boyle (TCI)		
		Y	Alissa O'Neil (TCI)		
Y	Upchurch, Michelle (DPD)				
Y	Glaza, Dave (DPD)				

Call to Order

The meeting of Lucas County Workforce Development Board convened via Zoom and streamed on Facebook Live on OMJ page on Wednesday, September 23, 2020 and was called to order by Chair, L. Daher at 3:07 pm.

Approvals

Meeting minutes:

- L. Daher asked for a motion to approve the minutes from the July 16, 2020 meeting. Motion was made by C. Dymarkowski and seconded by V. Moffitt. The motion passed unanimously.

Policy Updates – M. Veh

- Proposed Policies Update Changes (copies of policies included in meeting packet)
- Motion made by K. McConnell and seconded by T. Moore to approve By-Laws modification. Policies changes passed unanimously.

Shared Campus Update – M. Vahey Casiere

- M. Vahey Casiere announced that Lucas County purchased property located at 3737 W. Sylvania Ave. which will be the home of the shared campus, which will be home to OhioMeansJobs Lucas County, the Lucas County Department of Planning and Development, the Lucas County Child Support Enforcement Agency, and the Lucas County Board of Elections. Greg Boyle and Alissa O’Neil from CBRE were offered a PowerPoint presentation to demonstrate a visual overview of the campus.

Strategic Plan Goal 1

- M. Veh gave an update on the One-Stop reopening. There is no specific timeline for the OhioMeansJobs Lucas County (OMJ) reopening, but the facility has begun to prepare a plan for reopening. The OMJ center is prepared for a slow re-open by appointments only. All clients and staff will be required to follow CDC and Toledo Lucas County Health Department public health guidelines to prevent spread of COVID-19.
- M. Veh gave the report on WorkReady Lucas County (copy of report in meeting packet).

Strategic Plan Goal 2

- M. Veh reminded LCWDB members that we were granted an extension on the Workforce Strategic Plan to March 2021. Lucas County staff is still working on it and we appreciate all the feedback from the board members.
- M. Veh reported on the Mercy virtual job fair that was held recently to recruit job seekers for several open positions. OMJ provided 3 staff members to assist job seekers to prepare resumes and coach them for virtual interviews. Interviews were held via Zoom. Thirty-one interviews were held and Mercy was very pleased with the job fair and indicated they would like to do another one in future.
- M. Veh reviewed the updated Incumbent Worker & OJT report (copy of report included in meeting packet).

Strategic Plan Goal 3

- M. Veh reviewed the report on ITA, CCMEP & Career Services, and OMJ Lucas County Job Center (copies of reports included in meeting packet).
- M. Veh gave an update on the Opioid grant.

Strategic Plan Goal 4

Commissioner Wozniak explained that Lucas County received a \$300,000 ODJFS Disaster Grant – \$300,000 in Business services Expansion funds. Lucas County intends to use the funds to develop targeted outreach to employers.

- Funds awarded through the Ohio Department of Job and Family Services (ODJFS) using COVID-19 National Emergency Grant allocations to the State of Ohio.
- ODJFS recommends these funds be allocated toward targeted outreach to specific audiences which is different from marketing or advertising which is more general and reaches an unspecified audience.
- The proposal submitted to the State called for:
 - creating high-quality outreach materials
 - updating existing websites
 - developing professionally produced video clips about services to business
 - and conducting in-depth business analysis to identify potentially high-growth local companies and their specific needs

- Updates to technology currently in place to help create a more mobile business team were also included in the proposal, as well as possibly expanding the workforce-focused business team to include additional workforce and economic development partners.

Strategic Plan Goal 5

- L. Daher touched base on the business advisory group meetings starting back up soon via Zoom and then hopefully will be held in person at some point. More information to come.
- J. Luzar was on agenda to speak about the regional workforce strategy, but his connection was bad so it is tabled until the next meeting.

Financial Report – Dave Glaza

- D. Glaza gave the financial report (copy of report included in meeting packet).

Other Business

- Mike Veh reintroduced the PC's for People initiative to LCWDB members. PC's for People is a non-profit 501(c)(3) company that refurbishes used computers, distributing them and hot spots to distribute to qualifying individuals. The primary agreement is between PC's for People and the TLC Library. We will partner with the library to connect them to clients who are participating in our programs who are in need of technology at little or no cost. The library and OMJ will be distribution centers. He urged board members and their organizations to donate old computers to this program. Details of agreement are being finalized.
- L. Daher is interested in starting a nominating committee to assist in recruiting members for the LCWDB for consideration for appointment by the Board of County Commissioners. This will facilitate the ability to develop a pool of vetted applicants, adhere to federally mandated WIOA participation sector designation ratios, and promote diversity and inclusion.

▪ Adjourned 4:22 p.m. motion by T. Moore.

Minutes recorded and submitted by Michelle Upchurch – executive assistant to the Lucas County Department of Planning & Development.



Certification Maintenance Goals

ACT Percent to Goal: **95%**

Workforce Category	Goal	Actual	Remaining	Percentage
Emerging	1,192	2,050	0	172.0%
Current	176	1,486	0	844.3%
Transitioning	1,963	1,789	174	91.1%
Not Categorized		7		
Total	3,331	5,332	174	160.1%

Improved Certificates	313	343	0	109.6%
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Employers	171	332	0	194.2%
New and Reaffirming	171	185	0	108.2%

Data through: September 30, 2020

Certificate Level	Current	Percentage
Bronze	1,900	35.6%
Silver	2,578	48.3%
Gold	705	13.2%
Platinum	149	2.8%
Total	5,332	

Latest Update Date: October 15, 2020

Maintaining Goal Date: September 18, 2021

Days Remaining: 338

Notes:

Maintenance Goals were set by ACT, Inc. and need to be met in order to retain certified status.

New and Reaffirming Employers are those that have recently indicated their support for the initiative and those who have recommitted their support.

Improved Certificates represent individuals who possessed a National Career Readiness Certificate and successfully retested to achieve a higher score.

Incumbent Worker and On-the-Job Training

January 1, 2020 – October 15, 2020

Ohio Workforce Area #9 utilizes Workforce Innovation and Opportunity Act (WIOA) funding to assist employers in their efforts to find and retain the talent they need in two ways:

- On-the-Job Training can reimburse employers a portion of the wages paid to new hires during the training period
- Customized Training for Incumbent Workers can be used for employers in need of support to upgrade the skills of their current workforce

LCDPD staff has been active working with employers to promote employment during COVID-19.

Type	Contracts
On-the-Job Training	27
Customized Training	4

On-the-Job Training assistance was provided to employers through a 50% reimbursement of the wages of 27 newly hired employees.

Four Customized Training contracts with two employers were used to enhance the skills of 665 incumbent workers.

Individual Training Agreements

Ohio Workforce Area #9 utilizes Workforce Innovation and Opportunity Act (WIOA) funding to assist job seekers in their efforts to find and retain employment that can enhance self-sufficiency.

- Individual Training Agreements (ITAs) provide training for qualifying WIOA participants to provide formal schooling or training to assist individuals in in-demand occupations
- Dislocated Workers funds are used for job seekers who are unlikely to return to previous occupation.
- Supportive Services provide short-term assistance to qualifying individuals actively participating in WIOA vocational education or training

Calendar Year 2020 (January 1, 2020 – October 15, 2020)

Service	#
WIOA ITA – Adult	90
WIOA ITA – Dislocated Worker	1
Supportive Services	29

In 2020, \$17,144.79 in supportive services funding has been disbursed to 29 customers for items such as:

- Auto Repair
- Auto Insurance
- Auto Loan Payments
- Home Internet
- Clothing Required for Employment and Training

ITA Funded Programs

(Approved In-Demand job training opportunities)

- Accounting - 1
- Business Administration - 1
- CDL A – 33
- Advanced CDL - 1
- LPN – 44
- RN – 7
- Phlebotomy – 1
- Social Work – 2
- Real Estate - 1

Fiscal Year 2021 Contract Allocation (July 1, 2020 – October 15, 2020)

Type	#	Allocation	Obligated	Remaining
Adult	45	\$700,000.00	38%	\$431,315.52
DW	1	\$100,000.00	4%	\$95,606.25

Providers

Provider	Count	2021 Award	Payments to Date
Mercy College of Northwest Ohio	4	\$26,047.00	\$15,434.89
Owens Community College	10	\$44,804.00	\$0
Professional Skills Institute	10	\$65,208.48	\$4,348.09
Stautzenberger College	6	\$50,000.00	\$5,000.00
Trainco Truck Driving School	10	\$39,543.75	\$18,441.00
Toledo Public School	6	\$20,700.00	\$0
Totals	46	\$273,078.23	\$67,256.98

ITA Funded Programs

(approved in-demand job training opportunities)

- Accounting – 1
- Business Administration – 1
- CDL A – 14
- Advanced CDL - 1
- LPN – 22
- Phlebotomy – 1
- RN – 5
- Social Work - 1

CCMEP- Harbor Quarterly Program Goals

Program Year 10/1/2019-9/30/2020

Accurate as of 10/15/2020

WIOA Services		Carry-In	Q1	Q2	Q3	Q4
1	Tutoring	181	289	344	369	375
2	Alternative Secondary	39	57	77	91	97
3	Work Experience Program	38	109	119	291	320
4	Occupational Skills Training	49	62	102	139	167
5	Occupational Education	37	135	180	271	302
6	Leadership Development	520	675	852	910	949
7	Supportive Services	363	484	599	760	862
8	Adult Mentoring	3	3	3	3	3
9	Follow Up	0	18	94	235	270
10	Guidance and Counseling	71	76	80	80	82
11	Financial Literacy	216	309	413	453	480
12	Entrepreneurial Skills	135	190	257	298	326
13	Labor Market Information	223	327	414	444	473
14	Post Secondary Preparation	105	124	136	138	140

Clients Served

Enrolled	Plan	Carry-In				1400
	Actual	643	723	923	958	1020
	IS	361	382	506	517	546
	OOS	282	341	417	441	474
Exited	Plan					420
	Actual		52	146	243	332

Performance Measures

IS	MSG rate for IS clients	Plan	20%	20%	50%	75%
		Actual	3%	41%	59%	59%
	Diploma rate for IS clients scheduled to graduate high school	Plan	0%	0%	0%	90%
		Actual	0%	0%	82%	87%
OOS	Post 2nd job/edu rate for HS graduates/GED recipients within 1 year of graduation	Plan	50%	60%	70%	75%
		Actual	60%	67%	70%	70%
	Credential rate for clients scheduled to complete training	Plan	90%	90%	90%	90%
		Actual	73%	74%	75%	70%
Combined	GED/Diploma rate for OOS clients engaged in alternative secondary education	Plan	5%	5%	5%	10%
		Actual	5%	6%	5%	7%
	Job placement rate for OOS clients	Plan	10%	20%	25%	30%
		Actual	10%	15%	16%	20%
	Average wage at hire	Plan	\$12.00	\$12.00	\$12.00	\$12.00
	Average weekly hours at hire	Actual	\$9.82	\$10.10	\$10.03	10.28

Q1 - 10/1/2019 - 12/31/2019
Q2 - 1/1/2020 - 3/31/2020
Q3 - 4/1/2020 - 6/30/2020
Q4 - 7/1/2020 - 9/30/2020

*To mirror state guidelines, 80% of performance target is "meets", 105% is exceeds.

**All elements and performance targets must be listed and or documented in OWCMS.

*** Average hourly wage and weekly hours only includes data with unsubsidized employment. Data should match the data placed into OWCMS ("Employment Opportunities").

Opioid National Emergency Grant

Service Type	Planned # Served	Actual	Remaining
Temporary Disaster Relief Employment	9	10	0
Career Services	25	32	0
Training Services	5	6	0
Planned Number of Employers Engaged	15	8	7
Grant End Date	Days Remaining		
March 31, 2021	166		
Total Allocation from ODJFS \$342,910.00	First Allocation \$151,851.00	Amount Spent \$147,275.50	Percentage 97.0%
Funds Remaining to Be Allocated \$191,059.00 (As of October 16, 2020)			



Career Services

July 1, 2020 – Present

Workforce Innovation and Opportunity Act (WIOA) funds are utilized to provide individualized career services to job seekers designed to improve the skills of jobs seeker and worker customers. Harbor, Inc. was awarded a contract as the Career Services Provider for Ohio Workforce Area #9, with the contract beginning on July 1, 2020. In the time since they have begun, Harbor has achieved the following:

- 45 customers are actively engaged in services
- 15 clients have been provided with supportive services
- To actively engage more participation, program outreach is taking place through distribution of flyers at events where people congregate.
- LCDPD, OMJ Lucas County, and Harbor are in discussions to further marketing /outreach strategies as the center is still closed to the public.

OhioMeansJobs Lucas County Job Center

NetWORK serves at the OhioMeansJobs Lucas County (OMJ) One-stop operator. OMJ has continued to actively serve job seekers while the resource room has been closed to in-person visits. Staff is on standby for one-on-one over-the-phone assistance for items such as:

- Updating resumes
- Interviewing skills
- Job searches
- Referrals for training

Metric	Calendar Year 2020	Fiscal Year 2021 (July-Oct)
Phone Calls	12,945	2315
Client Visits	4,253	490
New Enrolled Clients	1118	213