

Lucas County Workforce Development Board
Meeting Minutes for: Thursday, April 21, 2022, 2:00 PM
Location: Virtual Meeting via Zoom Conference

Board Member Roster

N	LaTonya Boyd	Y	Jeremy Knisely	N	Scott Potter
N	Khary Carson	N	Nicole Langenderfer	Y	Denise Smith
Y	David Conover	Y	Karyn McConnell	N	Steven Stockdale
N	Sue Cuevas	N	Loren McDonald	Y	David Takats
Y	Lee Daher	Y	Michelle McDougall	N	Kristy Valleroy
Y	Tom Dimitrew	Y	Valerie Moffitt	Y	Ryan Webb
Y	Charlotte Dymarkowski	Y	Teresa Moore		
N	Scott Hayes	Y	Debra Morris		
Y	Laura Jenkins	Y	Andrew Newby		

Board of County Commissioners

Y	Tina Skeldon Wozniak	N	Pete Gerken	N	Gary Byers
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Staff, Visitors, and Others

Y	Michael Veh	N	Megan Vahey Casiere	Y	Burma Stewart
Y	Ben Puska	Y	Darlene White	Y	Dave Timmerman
Y	David Glaza	Y	Angela Miller	Y	Tonia Saunders

Call to Order

The meeting of the Lucas County Workforce Development Board was called to order by Board Chair Lee Daher on April 21, 2022 at 2:04 pm. Due to the meeting being held virtually, a roll call was conducted and it was determined that a quorum was present.

Following the Call to Order, Chair Daher pointed out that the Mission and Vision statements from the Board Strategic Plan were included at the top of the meeting agenda and he offered to read through those before moving on to the rest of the meeting.

Meeting Minutes

Chair Daher allowed some time for the Board to review the minutes of the February 17, 2022 meeting of the full Board and then asked for a motion to approve. The motion was made by K. McConnell and seconded by C. Dymarkowski. The motion passed unanimously.

Board Member Update

Chair Daher informed that Board that each meeting going forward was going to include a member spotlight where a member could take a few minutes at the beginning of the meeting to talk about who they are, what they do with their organization, what the organization itself does, and how it all relates to their position on the Board. He also suggested the member who volunteers to speak at each meeting also be given the opportunity to host the meeting at their location. Chair Daher stated that he had offered to speak and host the June meeting and Vice-Chair Dymarkowski had offered for the August meeting.

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The presentation scheduled with Quentin Roberts of Owens Community College was delayed until Q. Roberts was able to join the meeting.

M. Veh mentioned that the Board had missed the timeline for the election of officers which should have taken place in October 2021. This means that Chair Daher and Vice-Chair Dymarkowski's terms as officers had technically expired and suggested that elections be held at the next board meeting in June. This would be an election for seats that would expire in October 2023 which would put the elections back into their normal rotation. J. Knisely stated that he felt the "leadership has been well stewarded." Chair Daher thanked him and suggested that any nominations for Chair and Vice-Chair should be forwarded to M. Veh for elections in June.

Policy Update

M. Veh informed the Board that an auditor from the Ohio Department of Job and Family Services had suggested that the board address the Temporary Opioid Grant Policy (2019-1030.0-TOG) and either rescind the policy or make it a permanent policy. M. Veh also recommended the Board approve proposed modifications to the policy and to make it permanent so that it would be in place for future grant programs targeting the recovery population.

Vice-Chair Dymarkowski added that both she and Chair Daher were in favor of making the policy permanent and that being prepared to address the opioid crisis is "very necessary in our times."

V. Moffit asked if there was a calendar for regularly reviewing and updating policies to make sure they are up-to-date and reflect current needs. M. Veh responded that there is not a schedule for reviewing them but that it was an excellent idea. He also indicated he would like to see a committee formed, similar to the one that assisted with the Individual Training Account policy to assist in reviewing current policies.

Chair Daher asked if the goal was to vote on making the policy permanent during the current meeting and M. Veh indicated that was the desire and also pointed out that there were some small changes made to remove specific references to the prior grant that had ended in March. V. Moffit pointed out some confusing language on the proposed replacement policy and M. Veh offered to make a change to that section to make it clearer.

Chair Daher asked for a motion to approve the policy with the clarification made and Vice-Chair Dymarkowski made the motion. T. Moore seconded the motion and Chair Daher called for a vote, passing the motion unanimously.

Independent Monitor Report

Chair Daher directed the Board to the report from an outside program monitor who had recently reviewed the One-Stop and Career Services processes. He pointed out that the findings were positive and the suggestions made by the monitor were more focused

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on ways to improve current processes in order to make access to services easier for job seekers.

Commissioner Wozniak asked if had come at a time when she could see the job seeker process when the center was busy or if she making her suggestions on the basis of the process in general? M. Veh responded that she reviewed the process and did not consider situations where the center would be seeing a higher volume of visitors.

V. Moffit suggested that as the recommendations included in the report are put into place, it would be beneficial to pay attention to activities in the community that relate to the recommendations. As an example, she pointed out that one of the suggestions was the establishment of sector partnerships but those partnerships are already in existence.

V. Moffit also asked about a comment in the report regarding Director and Officer insurance. The report suggested the Executive Director check to make sure that the insurance was in place and M. Veh pointed out that he had looked into the question and confirmed that the Board was covered under the County's insurance.

No formal Board action was required on the report.

Strategic Plan Goal 1

Prepare a pipeline of work-ready individuals based on the needs of employers

- Work Ready Lucas County Report

M. Veh pointed out that ACT had extended the deadline for re-certification due to the pandemic and Lucas County's re-certification date is now in October.

Chair Daher asked how we compare to other counties in Ohio that are participating in the ACT Work Ready Communities initiative and M. Veh pointed out that there are only three other counties taking part in the program. Two of those counties are certified and are attempting to attain re-certification and the third has not yet been certified by ACT.

Commissioner Wozniak raised a question regarding what has happened in the program since originally obtaining the Work Ready Communities Certification? She also asked how the accomplishments of the program are being assessed and what will be the next steps with the WorkReady initiative?

T. Saunders commented that she did not see the program going forward without increased engagement with employers and job seekers to talk about the successes of the program. She suggested a sort of "year in review" to remind the community of the importance of the program.

Chair Daher asked what would happen if the County did not obtain re-certification and the program ended. M. Veh pointed out that the Work Ready Communities program does not have an end date and that participation in the initiative is

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voluntary. Since it is funded by the Department of Planning and Development, there would not be a loss of program funds. The Board needs to decide if they want to continue participating or not and what the next steps should be once the County is re-certified.

V. Moffit shared that she felt that it would be important to ensure employers understand the value of the National Career Readiness Certifications that are earned by individuals as part of the initiative. She suggested a renewed focus on educating employers as well as job seekers in the months leading up to re-certification. Also, she recommended reaching out to business organizations such as the Northwest Ohio Manufacturing Alliance to make sure the Work Ready Communities information is on their upcoming meeting agendas.

In addition, V. Moffit mentioned a JobsOhio initiative that connected employers to training providers and asked if any mention of WorkKeys or the National Career Readiness Program had been included in those conversations. D. Conover with Northwest State explained that he had not been involved in those conversations and could not answer the question but that Q. Roberts from Owens who had just joined the call might be able to respond.

Q. Roberts said he thought the initiative was more of a public awareness campaign but that he had not been with Owens when the initial conversations had taken place. He added that he had not been in any conversations with employers that included any reference to WorkKeys testing.

There is an intersection between the Ohio To Work Initiative that is underway, T. Saunders suggested, and the original WorkReady Lucas County Initiative and there could be an opportunity to revive the WorkReady program with help from other organizations such as the Chamber of Commerce. She also suggested that there might be an opportunity to promote the wrap-around services that help stabilize workers as an additional service to businesses.

- **Opioid Grant Update**

Chair Daher referenced the included report and explained that it provided a summary of the activities through the program which ended on March 31, 2022. He also mentioned the possibility of receiving additional funding through ODJFS to continue the project and M. Veh explained that discussions on next steps were still underway and that no final determination had yet been made.

M. Veh pointed out that Q. Roberts had joined the meeting and recommended that the meeting be paused to allow him to make his presentation regarding programs through Owens Community College. Chair Daher agreed and turned the meeting over to Q. Roberts for his presentation. Once the presentation was complete, Chair Daher returned to the meeting agenda.

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Strategic Plan Goal 2

Provide proactive and adaptable business services and solutions through meaningful employer engagement

- Incumbent/On-the-Job Training

Chair Daher pointed out that the included reports were informational and required no board action.

- Business Research Network Grant

M. Veh explained that the title on the agenda should have been Business Resource Network and not research. He added that the MadAve Group was nearing completion of their outreach and engagement plan and that they had offered to make a presentation on their data at the June meeting of the full Board. Chair Daher agreed it should be on the next meeting's agenda.

Strategic Plan Goal 3

Provide holistic, customer-centric, streamlines, and team-based career services

- Adult and Dislocated Workers
- CCMEP Youth Program

Chair Daher directed the members to the reports for Adult and Dislocated Workers along with the CCMEP report that followed and asked for questions regarding those reports. No action was required.

- One-Stop Update

D. White told the Board that things have been moving along fairly well in the one-stop center and her time was finally getting acclimated to the space. They have been conducting a great deal of outreach into unserved portions of the community promoting the available services. In addition, they have been working with other partners in trying to connect individuals to a variety of opportunities and avenues for assistance.

In-Demand Jobs Week is coming the first part of May, she pointed out and her team was working with the LCDPD Employers Services and Workforce teams to attract employers to the job fair scheduled for May 6. She said the goal was to have between 40 and 50 employers in attendance and that they have been working with a number of partner agencies, including those serving the re-entry and refugee populations, to make them aware of the event for job seekers.

Reaching out to the re-entry community has been a major focus for her team, D. White added with information regarding job search assistance and other services being distributed throughout the community. She also informed the Board that

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she was targeting outreach to older workers as well to notify them of the opportunities available through the job fair.

Commissioner Wozniak pointed out that the planned job fair would be the first in the new shared campus building and the first major event since the beginning of the pandemic. M. Veh suggested to the Board that they could contact him if they were interested in attending and Chair Daher and Vice-Chair Dymarkowski both indicated they were planning to attend.

V. Moffit thanked and congratulated D. White for the outreach being done and the efforts to connect multiple partners and programs.

Strategic Plan Goal 4

Enhance public perception of the Lucas County workforce system by providing effective, timely, and accurate communication.

- One-Stop Outreach/Engagement

Chair Daher commented that this topic had already been discussed during the One-Stop update and moved on to the next agenda item.

Strategic Plan Goal 5

Establish the Lucas County Workforce Development Board as the central hub of workforce development activities in the region.

- Business Advisory Group

Chair Daher mentioned that in a meeting with Vice-Chair Dymarkowski and M. Veh, a discussion was held regarding the formation of Board Committees. He indicated that he would be reaching out to members asking them to serve on certain committees which may include a One-Stop Committee, a Career Services Committee, a Business Services Committee, a Fiscal Committee, and a Policy Committee. V. Moffit said she supported the idea and that it would provide an opportunity for the members of the Board to become more engaged.

Financial Report

Chair Daher pointed out that there were fiscal audits underway through ODJFS and the State of Ohio Auditor's office along with the required quarterly reports that were due and that the fiscal reports would be sent out to the Board at a later date. Chair Daher then asked M. Veh if it was necessary to receive a financial report at every meeting and M. Veh responded that it was up to the Board how often they wanted to see the reports. V. Moffit added that if sounded like something that a Fiscal Committee could look into and determine how often those reports were necessary. Chair Daher agreed. J. Knisely pointed out that reports at every meeting might be more important for workforce areas

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that were made up of multiple counties since funds could be shifted easily between those counties.

Other Business

- Upcoming Board Orientation

M. Veh mentioned that the planned Board Orientation would be taking place in May and Chair Daher asked if the plan was for the orientation to take place in person or virtually. M. Veh said the intent would be for the session to be conducted as a hybrid meeting so that those who were unable to attend in person could join remotely. This would also allow the session to be recorded for viewing a later date. Chair Daher suggested sending out a poll to the members to determine the best day and time for the sessions.

Next Meeting: June 16 at 2 pm

Chair Daher reminded the Board that he had offered to host the June meeting and that Vice-Chair Dymarkowski had offered to host the August 18th meeting.

Chair Daher called for a motion to adjourn the meeting which was offered by Vice-Chair Dymarkowski and seconded by V. Moffit. The meeting was adjourned by unanimous vote.