

Lucas County Workforce Development Board
Meeting Minutes for: August 18, 2022
Location: OhioMeansJobs Lucas County
3737 W. Sylvania Avenue
Toledo, OH 43623
(and via Zoom)

Board Member Roster

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

Board of County Commissioners

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

P	Michael Veh	P	Megan Vahey Casiere	P	Burma Stewart
P	Ben Puska	P	Darlene White	N	Dave Timmerman
P	David Glaza	P	Angela Miller	P	Tonia Saunders
P	Josh Thurston	P	Kwinlyn Tyler	V	Sarah Elms
P	Robert Savage	P	Shonda Gore	P	Rachel Hannon

Call to Order

The meeting of the Lucas County Workforce Development Board was called to order by Board Chair Lee Daher on August 18, 2022 at 2:11 pm. Due to the meeting being conducted both in-person and virtually, a roll call was conducted and it was determined a quorum was present.

Guest Presentations

Bob Savage of Toledo Tomorrow and Shonda Gore with the Minority Business Assistance Center each made brief presentations about their respective organizations and how they are connected to regional workforce development efforts.

Approval of Minutes

Chair Daher allowed a few moments for the Board to review the minutes of the June 16, 2022 meeting of the full Board and asked for a motion to approve. A motion was made by Vice-Chair Charlotte Dymarkowski and seconded by Karyn McConnell. The motion passed by unanimous vote.

Board Member Update

Chair Daher informed the Board that officer elections would take place at the October Board meeting and that nominations for Chair or Vice-Chair could be made using a form included with the meeting packet or by sending the nomination information to Executive Director Michael Veh.

CCMEP Contract Approval

M. Veh informed the member of the Board that the request for proposals (RFP) for the Comprehensive Case Management and Employment Program for youth had received only one response. That response came from Harbor who has held the contract since the program began. Still, the proposal was reviewed by the review panel which indicated there was no reason not to award the contract to Harbor once again.

A motion to award the contract to Harbor was made by Vice-Chair Dymarkowski and seconded by Tom Dimitrew. The motion was approved by unanimous vote.

Policy Updates

CCMEP Youth Eligibility Policy

The Board was reminded by M. Veh that the policy had been on the agenda the previous month but had not been acted upon to allow staff from the Department of Planning and Development more time to review the policy. The most significant change was correcting an error where the current policy referenced CCMEP participants needing to be 16-years-old or more but the State policy had been changed to 14-years-old. In addition, the most recent State policy included an expanded list of definitions which were added to the revised local policy.

CCMEP Youth Follow-Up Services Policy

Due to some incorrect information included in the policy, M. Veh informed the Board, updated needed to be made. Unfortunately, the changes made were also inaccurate and Rachel Hannon from Harbor pointed out the correct information.

CCMEP Youth Incentive Policy

The Youth Incentive Policy required updates at the request of Harbor's CCMEP team that increased the amount of the incentives and added an additional milestone for earning incentives.

Chair Daher initially recommended combining all three policies into a single motion but was reminded that there were still corrections required on the Follow-Up Services Policy. Scott Potter made a motion to pass the Youth Eligibility and Incentive policies and hold the Follow-up Services until the following month. The motion was seconded by Laura Jenkins. The motion passed by unanimous vote.

WIOA Service Eligibility and Self-Sufficiency Policies

Regarding the remaining policies, M. Veh requested the Board not act on the Service Eligibility Policy and the Self-Sufficiency Policy. Several changes in the proposed

language had been submitted by Planning and Development but had not been included in the versions of the policies before the board for multiple reasons and M. Veh wanted time to work with DPD to make sure the final wording was correct.

WIOA Customized Training Policy

M. Veh explained that several changes had been made to the Customized Training Policy including aligning the policy with the processes being used by DPD when working with employers on customized training programs. In addition, the policy was modified to provide more specific language as it relates to customized training and was reformatted to reflect changes being made to newer policies.

Vice-Chair Dymarkowski moved to approve the policy and the motion was seconded by Scott Hayes. The motion was approved by unanimous vote.

One-Stop Certification Update

Due to OhioMeansJobs Lucas County moving to the new location at 3737 W. Sylvania Avenue, the State required a full Phase 1 Certification review, M. Veh reminded the Board. Vice-Chair Dymarkowski and Michelle McDougall had reviewed the materials provided by the One-Stop Operator and had approve the application for Certification.

M. Veh also explained that the center was due to submit the Phase 3 continuous improvement certification and that he and Chair Daher were going to meet the day following the Board meeting to review that application. Once that review is complete, both Certification applications will be forwarded to the State for approval.

MOU Update

M. Veh informed the Board that he was still awaiting a final signature from the appropriate person with Opportunities for Ohioans with Disabilities. Once that final signature is received, the MOU will also be sent to the State for final signatures and approval.

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

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

WorkReady Lucas County - The WorkReady Lucas County progress report was included for review by the Board.

M. Veh pointed out to the Board that Lucas County had reached the "maintaining" level set by ACT to continue as a Certified Work Ready Community. The goal had been set by ACT and, now that it had been obtained, new goals will be set. Before those goals can be established, he added, updated demographic information will need to be submitted to ACT and that data is in the process of being gathered.

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 Resource Network Grant

Chair Daher spoke to the Board regarding attending a presentation by the MadAve Group on the Business Outreach and Engagement plan they had created. He stated that he was very impressed by the presentation they had made and that they had "hit a grand slam." Referring to information included in the Board packet, he pointed out the strategies they recommended, the timeline for implantation, and the proposed budget.

He continued to explain that while the budget they proposed could be considered high, that once the infrastructure of the plan is in place, ongoing updates will be much less expensive. Chair Daher also suggested that MadAve Group might be willing to host an upcoming Board meeting or perhaps a smaller meeting where interested members could see the presentation.

Commissioner Wozniak added that she felt MadAve Group had done a great job on the proposal and the presentation and that she was very excited about the project. She also said that she felt they had done what was asked of them and that it might be a good idea to form a "marketing group" of Board members to work with them going forward.

M. Veh mentioned that DPD was in the process of embarking on a strategic plan for business service delivery that would mesh well with the outreach tools proposed in the MadAve plan.

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

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

CCMEP Youth Program

M. Veh pointed out that R. Hannon who oversees the CCMEP program was in attendance to answer any questions the Board might have about the program and summer employment for youth participants. R. Hannon informed the Board that, of all the students that were placed in summer employment opportunities, 30 percent have a disability, 86 percent are basic skills deficient, 26 percent are parenting, and 19 percent have been involved in the court system.

Vice-Chair Dymarkowski mentioned she was happy to see that not all the youth participants had gone to work in places like fast food restaurants. R. Hannon indicated the goal was to have the youth working in places of their choosing which frequently aligned with their ultimate career goals. She added that statistics have shown that fast food jobs are frequently connected with the highest percent of drug issues with youth.

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

One-Stop Outreach and Engagement

Darlene White reported to the board that there has been an increase in participation by job seekers at the OhioMeansJobs Center and that increase has been reflected in some of the events that have been held at the center. A recent hiring event had 129 attendees over a two-hour timeframe.

She also mentioned initiatives her team is involved with to provide increased access to returning citizens. This population faces multiple barriers to employment, she said, and Harbor is working with other partners on a project called Career Pathway Home. As part of this project, counselors will go into prisons to work with individuals prior to their release helping them develop the necessary skills to begin a new life and to find employment. Once they are released, they will be directed to OhioMeansJobs Lucas County where they will receive additional assistance finding work.

Strategic Plan 5: Establish the Lucas County Workforce Development Board as the central hub of workforce development activities in the region

Committee Update

Chair Daher informed the Board that the process toward establishing committees is currently on hold due to upcoming officer elections and the pending approval of several board nominees. Vacancies were created when board members changed jobs, retired, or simply decided they no longer wanted to serve.

At this point Vice-Chair Dymarkowski announced she was stepping down due to personal reasons but that she had recommended a replacement from her company to fill her vacant seat. She complemented the board for the great work they had done over the years and urged them to continue moving forward.

Commissioner Wozniak thanked Vice-Chair Dymarkowski for her service and said she will be missed. She added that the board had been fortunate to have Vice-Chair Dymarkowski serve for so many years of dedicated service.

M. Veh mentioned that a slate of potential nominees for all the vacant seats was being forwarded to the Board of County Commissioners for their review and that new appointments should be made in time for the next full board meeting. He added that there was a list of committees included in the board packet and that if members were interested in a committee, they could still reach out to him or Chair Daher.

Financial Report

M. Veh pointed out to the Board that a new format for the fiscal report was being tried which had been adapted from a report used in another workforce area. This more streamlined report was intended to provide a summary of spending rather than attempting to break the financial information into more detailed, yet confusing, data. He

also said that any member of the Board who was interested in digging more deeply into the details could reach out to Dave Glaza. Commissioner Wozniak suggested that, if there was enough interest, D. Glaza might be able to do a training session to explain the new format.

Other Business

Commissioner Wozniak mentioned that representatives from BitWise Industries had expressed an interest in learning more about the Board and were interested in possibly doing a presentation to the Board about their programs and initiatives. She added that BitWise offers internships that they needed to fill in the area.

In addition, she thanked B. Savage for his presentation.

Vice-Chair Dymarkowski reminded the Board of its mission and added that it is important to keep in mind that it is “all about the people.” Finally, she complimented Harbor on doing a great job.

Hearing no other business, Chair Daher called for a motion to adjourn the meeting which was made by Vice-Chair Dymarkowski. The meeting was adjourned at 3:21 pm.