

**Lucas County Workforce Development Board**  
Meeting Minutes for: June 28, 2023, 2:00PM  
Location: Lucas County Shared Services Building  
3737 W. Sylvania Ave.  
Toledo, OH 43623

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**Board Member Roster**

<span style="color: red;">N</span>	LaTonya Boyd	<span style="color: green;">P</span>	Karyn McConnell	<span style="color: green;">P</span>	Steven Stockdale
<span style="color: red;">N</span>	Khary Carson	<span style="color: red;">N</span>	Michelle McDougall	<span style="color: red;">N</span>	David Takats
<span style="color: green;">P</span>	Lee Daher	<span style="color: green;">P</span>	Valerie Moffitt	<span style="color: red;">N</span>	Kristy Valleroy
<span style="color: green;">P</span>	Tom Demitrew	<span style="color: green;">P</span>	Teresa Moore	<span style="color: red;">N</span>	Ryan Webb
<span style="color: red;">N</span>	Luke Grabel	<span style="color: green;">P</span>	Debra Morris		
<span style="color: green;">P</span>	Scott Hayes	<span style="color: red;">N</span>	Andrew Newby		
<span style="color: green;">P</span>	Laura Jenkins	<span style="color: green;">P</span>	Michael Pfeiffer		
<span style="color: green;">P</span>	Matthew Kibler	<span style="color: green;">P</span>	Scott Potter		
<span style="color: green;">P</span>	Jeremy Knisley	<span style="color: green;">P</span>	Denise Smith		

**Board of County Commissioners**

<span style="color: green;">P</span>	Tina Skeldon Wozniak	<span style="color: red;">N</span>	Pete Gerken	<span style="color: red;">N</span>	Lisa Sobecki
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**Staff, Visitors, and Others**

<span style="color: green;">P</span>	David Glaza	<span style="color: green;">P</span>	Tonia Saunders	<span style="color: green;">P</span>	Alexus Miller-Schmenk
<span style="color: green;">P</span>	Josh Thurston	<span style="color: green;">P</span>	Burma Stewart		
<span style="color: green;">P</span>	Dana Pierce	<span style="color: green;">P</span>	Dave Timmerman		
<span style="color: green;">P</span>	Darlene White	<span style="color: green;">P</span>	Jaren Snodgrass		
<span style="color: green;">P</span>	Angela Miller	<span style="color: green;">P</span>	Tomyka Rushing		

**Call to Order**

The meeting of the Lucas County Workforce Development Board was called to order by Board Chair Lee Daher on June 28, 2023 at 2:11 pm. It was determined by a roll call voice vote that quorum was reached.

**Approval of Minutes**

Chair Daher introduced new member, Matthew Kibler representing Northwest State Community College. Mr. Kibler gave a short presentation about his work as Director of Business Development at Custom Training Solutions, Northwest State's workforce division. Chair Daher allowed a few moments for the Board to review the minutes of the April 26, 2023 meeting of the full Board and asked for a motion to approve. A motion was made by Denise Smith and seconded by Karyn McConnell. The motion passed by unanimous vote.

**Policy Updates**

*CCMEP TANF Income Counting Policy*

The Board was briefed by Burma Stewart, Department of Planning and Development Deputy Director on the new policy. Ms. Stewart stated that in May the Ohio Office of Workforce Development made all local areas aware of a series of policies that are required as part of the CCMEP Plan. The policies are required for our area to be in compliance with state guidelines. The CCMEP TANF Income Counting Policy provides guidelines on what family income is eligible to be counted towards TANF eligibility. The policy also provides several different family situations that will provide clarity to clients and staff, when determined eligibility.

#### *CCMEP Basic Skills Assessment Policy*

This policy provides clarity and guidance for skills assessment that are utilized by the program as it relates to standardized testing. The policy does contain a section that lists the assessments approved by the state. Currently, our CCMEP program uses TABE and that is in the listed of approved assessments and the guide allows us to use any of the listed assessments. It will also allow for the CCMEP program to assess academic and skill levels to gauge appropriateness.

Board Member Hayes asked if DPD were in compliance. Deputy Director Stewart answered that we are lacking these policies but were in compliance through actions taken by staff.

A motion to accept the policy was made by Scott Hayes and seconded by Steven Stockdale. The motion was passed by unanimous vote.

#### **Strategic Plan Addendum Update**

DPD Director Tonia Saunders presented on the strategic plan addendum to be presented to the state. Director Saunders stated that the updates to the plan included updated data for in-demand occupations, and updated board roster.

A motion to accept the addendum was made by Steven Stockdale and seconded by Scott Hayes. The motion passed with unanimous vote.

#### **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 and required no board action.

A discussion was had on the state-wide OMJ Facebook problems and the social media outreach and the efforts being made by the state to remedy the situation.

A discussion was had regarding ACT goals and the work being done to achieve the goals in 2024.

**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 Services Update* - Deputy Director Burma Stewart reported that the DPD team held its largest hiring event to date with Stellantis. Over 241 customers attend the event, with 335 candidates apply for positions. Stellantis had hired 16 candidates and 59 are in the background check process. Stellantis was very pleased with the event and have scheduled another hiring event.

Commissioner Wozniak asked what follow-up was done with job seekers that were not able to find employment with Stellantis. Darlene White from Harbor outlined the follow-up efforts made by OMJ staff after each hiring event.

Deputy Director Stewart gave an update on rapid response efforts taking place. In May and June, we received 5 notifications from ProMedica, Toledo Molding and Die Company, Foreman Mills, David's Bridal, and BitWise.

Re-employment are scheduled for affected workers from BitWise Industries. Additional resources available through JFS and our partners will be shared at the sessions.

No other questions from the board.

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

Tomeka Rushing from Pathway gave an update on the Summer Youth Employment Program. This year 149 youth applied for the summer employment program. A total of 71 youth between the ages of 14-18 are participating this year in the program. All youth are placed at work sites and the program is going well. 2 youth have left the program, due to behavioral issues. All youth and families are connected to the OhioMeansJobs system. Pathway is working with 42 employer partners. Ms. Rushing concluded by thanking all the partners involved in making it another successful year.

Commissioner Wozniak told the board about an increase in funding brought forward by the Lucas County Commissioners.

Board Chair Daher asked what the starting pay for youth is. Ms. Rushing answered that all youth have the same opportunities and are paid \$13 an hour but they can work from 25 to 30 hours a week depending on skills and time. Participants are also paired with a

job coach and families are connected to a financial coach to help with budgeting and other financial management skills.

Board Member Tom Demitrew gave an update on the TPS MADE program. Made program is designed to give elementary aged youth career exploration in manufacturing and design. Students from grade 4 to 8 participate in the program. This year 49 students participated in the program. TPS has opened the program to all elementary schools. Students visited Scott High School to design buildings, robots, drill press and other Career Tech materials. Other businesses students visited were Dana, Rudolph Libby, TPS National Science Academy, and Toledo Jet.

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

*One-Stop Outreach and Engagement*- Chair Daher pointed out that the included reports were informational and required no board action.

Director Saunders pointed out a CCMEP Youth success story included in the packet.

### **Financial Report**

Dave Glaza gave an update on the financial report to the Board as of May 31<sup>st</sup>. Dave updated the Board on a summary of contracts and agreements with individual training agreements. An update on customized training contracts was included as is the Youth employment update.

Director Saunders gave an update on obligations and an update on committed contracts for the next grant year beginning July 1<sup>st</sup>. Adding that the DPD team did an amazing job ensuring that funds were spent down in the previous grant year ending June 30th. There was discussion on the funding allotments and allocations to various local WIOA programs.

### **Other Business**

Kwinlyn Tyler gave a presentation on the re-design websites for OhioMeansJobs-Lucas County and Lucas County Department of Planning and Development.

Commissioner Wozniak inquired about the post-launch follow-up period. Kwinlyn shared that the contract provides for MadAve to continued assistance and design work to enhance the website without incurring additional funds. The next phase post-launch will include incorporating feedback from analytics and social media re-brand for Work Ready Lucas County and OhioMeansJobs Lucas County.

Chair Daher gave an update on the State of Ohio Board Orientation that took place at 3737 W. Sylvania Ave on May 23, 2023. Vice Chair Hayes gave an update on the Ohio Workforce Development Day at the Ohio Statehouse on May 24, 2023.

### **Chair and Vice Chair Elections**

Nominations for Chair were received for Scott Hayes. No other nominations were heard from the floor. All voted in favor

Nominations for Vice Chair were received for Valarie Moffitt. No other nominations were heard from the floor. All voted in favor.

Hearing no other business, Chair Hayes called for a motion to adjourn the meeting that was made by Lee Daher, seconded by Scott Hayes, and approved by unanimous voice vote by the board. The meeting was adjourned at 4:00 pm.