

Lucas County Workforce Development Board
Meeting Minutes for: February 17, 2022 at 2:00 pm
Location: Virtual meeting via Zoom

Board Member Roster

<input checked="" type="checkbox"/>	LaTonya Boyd	<input checked="" type="checkbox"/>	Jeremy Knisely	Andrew Newby
<input checked="" type="checkbox"/>	Khary Carson	<input checked="" type="checkbox"/>	Nicole Langenderfer	Scott Potter
<input checked="" type="checkbox"/>	David Conover	<input checked="" type="checkbox"/>	Karyn McConnell	Denise Smith
<input checked="" type="checkbox"/>	Sue Cuevas	<input checked="" type="checkbox"/>	Loren McDonald	Steven Stockdale
<input checked="" type="checkbox"/>	Lee Daher	<input checked="" type="checkbox"/>	Michelle McDougall	David Takats
<input checked="" type="checkbox"/>	Tom Dimitrew	<input checked="" type="checkbox"/>	Jeremy McLaney	Kristy Valleroy
<input checked="" type="checkbox"/>	Charlotte Dymarkowski	<input checked="" type="checkbox"/>	Valerie Moffitt	Ryan Webb
<input checked="" type="checkbox"/>	Scott Hayes	<input checked="" type="checkbox"/>	Teresa Moore	
<input checked="" type="checkbox"/>	Laura Jenkins	<input checked="" type="checkbox"/>	Debra Morris	

Board of County Commissioners

<input checked="" type="checkbox"/>	Tina Skeldon Wozniak	<input checked="" type="checkbox"/>	Pete Gerken	<input checked="" type="checkbox"/>	Gary Byers
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Staff, Visitors, and Others

<input checked="" type="checkbox"/>	Michael Veh	<input checked="" type="checkbox"/>	Megan Vahey Casiere	<input checked="" type="checkbox"/>	Burma Stewart
<input checked="" type="checkbox"/>	Ben Puska	<input checked="" type="checkbox"/>	Darlene White	<input checked="" type="checkbox"/>	Dave Timmerman
<input checked="" type="checkbox"/>	David Glaza	<input checked="" type="checkbox"/>	Angela Miller	<input checked="" type="checkbox"/>	Carrie Arnold
<input checked="" type="checkbox"/>	Theo Foreman	<input checked="" type="checkbox"/>	Doug Born	<input checked="" type="checkbox"/>	Tonia Saunders

Call to order

The meeting of the Lucas County Workforce Development Board was called to order by Board Chair Lee Daher on February 17, 2022 at 2:07 pm with a quorum present.

Comments from Commissioner Wozniak

Commissioner Wozniak mentioned that there have been changes at the County level and within the Department of Planning and Development. Michael Veh has been appointed full-time Executive Director of the Workforce Development Board. Burma Stewart has been brought on as Deputy Director of Planning and Development to oversee the staff making up the Workforce and Business Services Teams. Tonia Saunders has returned to Lucas County from her stint with the Ohio Department of Job and Family Services and will resume her previous role as Director of Planning and Development, focusing her attention on Economic Development and bridging the gap between Economic and Workforce Development.

Board Member Update

Commissioner Wozniak also announced that there have been several new appointments to the Workforce Development Board. In addition to Laura

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Jenkins who assumed the Board position representing the Associated General Contractors replacing Josh Hughes and David Takats with Goodwill, both who were approved at the December meeting, are Khary Carson of Verde Logistics, Sue Cuevas of Nueva Esperanza Credit Union, and Ryan Webb of the Local 45 Insulators.

Chairman Daher called for a motion to add the new members to the Board which was made by Steven Stockdale. Michelle McDougall seconded and the nominations were approved by unanimous vote.

Meeting Minutes

Chairman Daher asked for a motion to approve the minutes from the meeting held on December 8, 2021. David Conover moved to accept the minutes and Jeremy Knisley offered a second. After calling for any discussion, Chairman Daher called the vote and the minutes were accepted unanimously.

Policy Updates

Michael Veh explained that at the December meeting, changes were recommended to both the proposed demand occupation list and the related Individual Training Account policy. A committee met to discuss modifying the training policy to allow individuals who received training in identified high-demand occupations to advance their careers through a second training contract. The existing policy limited the participant to a single contract per lifetime.

The modified policy would also change the funding levels available to the students although more research needs to be done regarding the actual costs of training as opposed to those costs when the current caps were put into place. Until a new limit is determined, the existing caps would remain in place.

In addition, the proposed policy would require that staff verify with the training providers that all other sources of funding other than loans have been exhausted prior to the use of WIOA funds to pay for school. This would maximize scholarships, grants, and similar programs and allow for more WIOA funds to be used for a larger number of potential students.

Chairman Daher called for a motion on the proposed training policy and Charlotte Dymarkowski made a motion for approval. Steven Stockdale seconded the motion and the proposed policy passed unanimously.

One-Stop Certification: Phase 1 and 3

Michael Veh described the One-Stop certification process which must be completed by June 30.

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Phase 1 is largely certifying that the facility itself follows the Americans with Disabilities Act and that staff are properly trained to assist those with disabilities. This phase is required because the OhioMeansJobs Lucas County center has moved from the original location at 1301 Monroe Street to the Lucas County Shared Services Campus at 3737 W. Sylvania Avenue. The Phase 1 certification also looks at the access and visibility of the center to ensure that the one-stop is capable of delivering the services required.

Phase 3 certification is a continuation of the Phase 2 certification completed in 2019 and measures continuous improvement in service delivery since the Phase 2 Certification was granted. This might be a slight challenge since the one-stop is in a new location and there is a new one-stop operator in place but should not be difficult since it is similar to the Phase 2 process and has been streamlined by ODJFS to make it less confusing.

No action was required at this time.

Partner Memorandum of Understanding

Again, Michael Veh explained that the current memorandum of understanding (MOU) with the partners will be expiring on June 30, 2022 and a new one must be negotiated. This MOU will only be for one year since ODJFS allowed one-stop centers to extend their existing agreements for one year in 2021 due to COVID-19. In order to get back into the same cycle as the State, a one-year MOU is necessary and future MOU's will be two-year documents.

Meetings with existing partners to discuss the MOU will begin in coming weeks and outreach to potential additional and new partners will start at roughly the same time. Since the costs related to the Shared Services Campus will be higher than those at 1301 Monroe Street, the costs to partners will likely be higher unless additional partners can be brought into the center.

No action was required on this time.

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

- WorkReady Lucas County – the monthly data report for the WorkReady initiative was reviewed showing progress toward recertification of Lucas County as an ACT recognized Work Ready Community.

No action was required.

Proposed Demand Occupation List

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The decision of the committee reviewing the Individual Training Account policy and the related Demand Occupation List was explained by Valerie Moffit who lead the committee. The new list does not limit demand occupations to only those that paid above a certain wage, allowing people to understand that lower wage positions can be a stepping stone to lifetime careers. This was in line with the training policy allowing for additional training contracts for individuals looking to advance in their profession.

Michael Veh shared the spreadsheet showing the demand occupations list provided by the State and explained a color-coding system that was used. Occupations in red indicated advanced degree requirements that were beyond what WIOA funds could be used for. Green and bold occupations are tied to available training through both local providers and online education organizations. Since the jobs were sorted largely by occupation group, the groups that fell into the targeted career areas – information technology, healthcare, advanced manufacturing, construction, and transportation and logistics – were identified by a green background in the header.

The full list will be shown to individuals looking into job training so that they can see the opportunities for longer term career growth but a more condensed list of just the training available will also be provided to assist in the decision-making process regarding the type of training the individual is interested in pursuing.

Chair Daher called for a motion to approve the list. Valerie Moffit made the motion and Teresa Moore seconded it. There was no additional discussion and the motion to adopt passed by unanimous vote.

Strategic Plan Goal 2: Provide proactive and adaptable business services and solutions through meaning employer engagement.

- Incumbent Worker and OJT – Report only
- Business Engagement Data – Report only

No action was required on either report.

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

- Adult and Dislocated Workers – Report only
- CCMEP Youth Program – Report only
- One-stop Update – Report only

No action was required on these reports

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

Dave Timmerman of Harbor, the one-stop operator, provided some information regarding activities in the OhioMeansJobs center and changes in the facility. First, he talked about the new workstations that have been installed in the Resource Room which open the space and makes it easier to see when customers need assistance.

New technology has been ordered and will be installed upon delivery for making it possible to conduct video conferencing in most of the meeting rooms and to record and stream workshops and seminars taking place within the building. This will provide increased access to people unable to visit the Shared Service Campus or needing to view the classes during hours the center is closed.

Modifications and updates are being made to the OhioMeansJobs Lucas County website that will allow individuals to schedule one-on-one meetings, either in-person or virtually, with center staff and, ultimately, partner agencies. This will increase the availability of the organizations to participants needing additional help.

Finally, a series of television and radio spots are airing talking about the services provided through OhioMeansJobs Lucas County and partners. These promotions not only talk about the services, including client testimonials, but also are designed to help educate the public of the new location.

No action was required on this information.

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

- Business Services Grant

Michael Veh updated the Board on the current status of the Business Services Expansion Grant provided by ODJFS. At the end of December, the Board returned \$100,000 of the original grant funding that was not likely to be spent in time but ODJFS issued new funds in January totaling \$285,000 designed to allow progress started the previous year to continue.

A Request for Quotes was released to five companies capable of creating a strategic outreach plan to businesses. Two of the companies declined

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to participate, one was non-responsive, and two provided quotes. The quote provided by MadAve Group was selected based on the scope of work and the cost of the proposed plan.

Currently, MadAve is in the discovery phase of the project and gathering the information that will be necessary for them to put together a successful plan. This process will continue for several weeks and will also include speaking with businesses we have assisted to develop a firm understanding of business needs.

Also, updates are underway to the Salesforce software used by Planning and Development for tracking business engagement activities for both workforce and economic development. Those updates should make data entry more intuitive and data analysis more meaningful.

No action was required on this information.

- Financial Report – Report only

No action was required on the report.

Other Business

- Upcoming Meeting Dates

After brief discussion, it was decided that the board would continue to meet every other month on the third Thursday at 2 pm with the next meeting scheduled for April 22, 2022.

- Board of County Commissioner Updates

Commissioner Wozniak provided some updates on projects underway at the County level including a new location for Canine Care and Control, continued progress on the convention center renovations, and others.

- Board Orientation

Michael Veh mentioned that he is working on a new Board Orientation presentation that will be delivered in coming months. This was informational only.

Chair Daher asked for a motion to adjourn which was provided by Scott Hayes. Laura Jenkins seconded and the meeting was adjourned by unanimous vote.