

STARK TUSCARAWAS WORKFORCE DEVELOPMENT BOARD

WORKFORCE DEVELOPMENT BOARD MEETING

May 6, 2020

Virtual Meeting – Zoom Format

PRESENT	ABSENT	GUESTS	STWDB STAFF
T. Beauch	J. Burley	A. Hinkel	J. Meek Eells
T. Black	T. Davis		D. Sipe
S. Carson	B. Larman		M. Fuller
H. Eadon	M. Locke		
D. Forkas	S. Meeks		ONE-STOP OPR/FISCAL AGENT
N. Hackenbracht			K. Beckman
K. Hannon			S. Berardo
P. Jones			J. Breedlove
A. Kerns			C. Byrd
M. Manheim			M. Falter
R. Moss			M. Gwin
S. Robinson			A. Miller
J. Sekely			
D. Smith			
R. Waltz			
D. Wheeler			

BUSINESS MINUTES

CALL TO ORDER

D. Smith, Chair called the meeting to order at 12:03 p.m.

APPROVAL MARCH 4, 2020, MEETING MINUTES – D. SMITH, Chair – (Attachment)

MOTION: SEKELY MOVED FOR THE APPROVAL OF THE MARCH 4, 2020, MEETING MINUTES PER ATTACHMENT PREVIOUSLY EMAILED TO MEMBERS. WHEELER SECONDED. MOTION CARRIED UNANIMOUSLY.

DIRECTOR’S UPDATE – J. Meek Eells - Attachment

- The OhioMeansJobs Centers in both Stark and Tuscarawas Counties closed to the public in March, and all staff are working remotely to assist job seeker and business customers. This will likely continue throughout the month of May.
- Working with the leadership team on a re-opening strategy. Have begun ordering items such as washable/reusable masks for staff and partners and one-time use throwaway masks for customers as well as putting up barriers in large open areas. We are looking at establishing protocols for re-opening which will likely include appointment only access to the center as we transition access to the public. This will ensure that we can limit numbers of people within the centers at any one time and allowing for appropriate social distancing (six feet) between customers and staff.
- Cannot say enough about the Board staff and The Workforce Initiative Association staff. They have done an amazing job as we scrambled to assess our technology to get things in place quickly to get people where they needed to be to continue to deliver services to job seekers and our local businesses.
- Will keep the Board and Local Elected Officials updated as we work toward re-opening.
- As President of the Ohio Workforce Association been very busy working directly with ODJFS to resolve issues on behalf of all 20 workforce boards as a part of the association. The biggest challenge experienced has been with the OhioMeansJobs Centers by far, statewide, assisting with the challenge of unemployment. The Office of Workforce Development transitioned a lot of their staff over to UI to help. ODJFS has been incredible to work with in local requests for clarification and direction so that we can assist customers. ODJFS has contracted with Deloitte to service the federal Pandemic Unemployment Assistance (PUA) programs that was made available through the CARES Act. These unemployment benefits are in addition to unemployment programs offered by the state. Included in PUA is an additional

\$600 per week UI payment to eligible individuals laid off because of the COVID-19 crisis. PUA also allows self-employed individuals whose incomes have been affected by COVID-19 to apply for and receive UI as well.

- OWA's March luncheon scheduled for workforce board chairs at the Boathouse in Columbus to meet with state officials has been rescheduled for June. At this point in time we'll see if this event will be permitted to be held in person, or if we will need to look at a later date.
 - OWA's 2nd annual Workforce Leadership Forum was scheduled for April at Maumee Bay near Toledo. The Forum is being rescheduled for some time later this fall, probably early October.
 - OWA's Day at the Statehouse event was scheduled for May 12th, but has also been postponed until a later date.
 - Representing OWA was asked to be a part of the Development Services Agency's Economic Development Strike Force, being led by Director Lydia Mihalik.
 - OWA submitted a white paper to Ohio's House Economic Recovery Planning Task Force, and was contacted by Rep. Thomas West about providing testimony from small businesses about their need to reopen. Will keep the Board informed.
- This was not part of the attachment. The Workforce Association and the Office of Workforce Development are working together and have established three working groups: 1. Reopening of the Job Centers Group to provide best practices, guidance and clarifications; 2. Business Intelligence group to provide specific business information needed for local areas that do business outreach; 3. Overall Economic Recovery Planning group with Directors that were part of the recession back in 2008-2012 to give guidance on what worked.
 - Along with many of our leadership team, have been involved with many local meetings through Zoom and conference calls to discuss the COVID-19 crisis and how as a community we are working together as we emerge from this situation.
 - ODJFS is working on applying for a DOL dislocated worker grant for economic recovery, to assist dislocated workers as Ohio emerges from the COVID-19 crisis. The state worked with OWA and attempted to pursue a business outreach strategy as a part of the grant, but DOL shared that this grant is focused on direct customer interaction like retraining and on-the-job training type things, not business outreach. The Office of Workforce Development has advised the local levels that they will pursue the DOL grant for direct service money for customers but will also put forward some of the state's Rapid Response money to help with business outreach.
 - Thanked **Breedlove** and **Byrd** for all the additional time they are spending making sure everything is covered programmatically and fiscally while everyone is out of the Centers. Gave a shout out to **Marla Bissett** our IT Specialist for quickly working with our IT vendor to put everything together for staff to work remotely. Have been talking with the Management Team every Monday morning through a conference call connecting and briefing each other on everything that is going on, quickly addressing problems the staff might be having. Also, had a conference call with all staff just to check in to see how things were going and to thank everyone for all that they are doing.
 - Have been sending updates to the Board and LEOs and will continue to do that. Thanked the Board members and Elected Officials for their kind words and the supportive messages that have been sent and am relaying all that information to the staff. You are a wonderful Board and feel blessed that our organization has such a talented and supportive group of people on our Board and our Local Elected Officials supporting the work that we do.
 - Have been sharing a lot of information on our Facebook page and our other social media outlets. Thanked **Gwin, Miller, and Fuller** for all the work they've done to get information out to the public and staff that has been working on those outreach methods to keep everybody informed.
 - As far as July's meeting, it is scheduled for Wednesday, July 8th at noon instead of the 1st and it will probably be in this same Zoom virtual meeting format, so please keep our meeting date on your calendar, Wednesday, July 8th, at noon.

Smith echoed **Meek Eells'** sentiments for the staff of their great job and appreciates their good work and continued good work whether working from home or in the office.

YOUTH SERVICES PROVIDER RECOMMENDATIONS – J. Meek Eells/f Dan Sipe – Attachment

Meek Eells shared the attachment of **Dan Sipe's** letter to **Darwin Smith, WDB Chair.**

Meek Eells continued by advising **Alison Kerns** that she did not have to sign off the meeting, but would need to abstain from discussion and vote on this topic. **Alison Kerns** advised that she would abstain from discussion and the voting on this topic. **Meek Eells** advised that this is a listing of our youth agreement contracts that need to be extended for PY2020 that begins July 1st. **Sipe** has been talking with all of our current providers, the 10 providers listed on the letter, in renegotiating those contracts for an additional two (2) years. All of these 10 vendors have been procured previously, this is just an extension for an additional two (2) years of service. **Kerns** has abstained because she is in charge of Harcatius, CAO and is one of the vendors.

MOTION: **JONES MOVED TO ACCEPT THE LISTED PROVIDERS RECOMMENDED RECEIVING CONTINUATION AGREEMENTS FOR PROGRAM YEAR 2020. HANNON SECONDED. MOTION CARRIED. KERNS ABSTAINED.**

TREASURER'S REPORT MARCH 31, 2020 – C. Byrd – (Attachment)

- Most of the information is pre-pandemic. Anticipating that through the remainder of the Fiscal Year our spending will slow down a little but not drastically. Still have everybody working and providing services. Some things will slow down and decrease but not to any extent where we are concerned that we are not going to be able to fully utilize our money and not draw it down from the state. We will be able to fully utilize all of our grants that are expiring as of June 30.
- DOL did release the state-wide allocations for the coming Fiscal Year starting July 1, 2020. This is the money coming from the Feds to the state. The state of Ohio will have a little over a 9% increase for the WIOA money in Adult funding and Youth funding; but a little over a 3% decrease in the DLW funding. The state will take the amounts they get and plug it into the various formulas they use to determine what the local areas get. Just because the State received an increase in Adult and Youth funding doesn't mean that locally Stark and Tusc. County will get an increase. Historically in the past the way the formula has been with our local area has been in the middle. We don't see any large swing in large increases or large decreases. Overall we look to be pretty much level with our allocations for this current year that starts July 1st.

Question: Anticipate any impact from the State's cuts they are announcing? **Byrd** replied probably not because all of the WIOA funding is Federal funding right from DOL. When DOL sends it to the State the WIOA Act states specifically how much has to go to the locals and how to do it which is spread out. The only thing that might be an impact is TANF funding that we get for the CCMEP Youth program. TANF is Federal dollars but works differently at the State level in that the State determines how much they are going to put in the CCMEP program out of the TANF dollars. However, the TANF dollars run on a different year. We get the new allocations as of October so have more time between the allocations. **Meek Eells** added that as of this time that has not been any of the bases of discussion at the State level. **Meek Eells** asked **Forkas** if she had heard anything. **Forkas** commented that she has heard a few things, but nothing confirmed.

MOTION: MOSS MOVED TO ACCEPT THE MARCH 31, 2020, TREASURER'S REPORT AS PRESENTED. MANHEIM SECONDED. MOTION CARRIED UNANIMOUSLY.

ONE-STOP OPERATOR UPDATE – J. Breedlove

- The OhioMeansJobs Stark and Tuscarawas County centers closed to the public on Wednesday, March 18, 2020. All Workforce Initiative Association staff (and partner staff) has been working remotely. All staff has truly been remarkable in trying to get acclimated to this new normal working remotely and still have an active desire to provide the best services as possible.
- We have increased our social media presence and it has been a collaborative effort with all staff to share as many virtual events, activities, helpful information and available services that we continue to provide to individuals.
- Resource Center staff continues to service callers with Unemployment Insurance calls and resources. We are not Unemployment Insurance but are fielding many of those calls and are trying to be as helpful as possible to the callers. Still getting calls regarding job search assistance, resume assistance and are taking appointments to help those individuals.
 - Created a schedule of Facebook live virtual events on great topics as well as video workshops. Continue to refer to our Partner websites as well.
 - The Resource Center report highlights local Rapid Response WARN Notifications that had been filed with the State as a result of COVID-19.
- Business Services and BRN staff continue to assist employers with their hiring needs and/or any other type of a business services need.
 - Assisted Central Coated Products in the hiring of two staff using On-the-Job Training resources. This was a direct referral from our Business Resource Network.
 - BRN virtually interviewed 10 companies during the month of April and continued to acquire resources from partners and get those submitted out to help those businesses.
 - Thanked **Beckman** and **Falter** and their team for all of their efforts.

- Website enhancement last month the “**Hiring Now**” continues to be updated with employers that have immediate hiring needs.
- Generally in the spring and early summer we begin to receive many different types of inquiries from the public and referrals from training providers regarding those interested in information about workforce funding for training programs that begin late summer or early fall. We normally hold in-person information sessions for those individuals but since we are closed we have retooled this process to provide virtual access to this training information on our Website as well as videos and the application for workforce funding. Thanked **Miller** for creating the videos and many others for putting all this information out on our website.
- This week is In-Demand Jobs Week by the State of Ohio May 4th-8th. We had many in-person activities scheduled but have regrouped and created a very robust schedule of events on all our social media outlets. Thanked **Gwin, Beckman, Miller, Falter, and Berardo along with their staffs** for creating all the activities.
- Making updates to the Stark OhioMeansJobs Center, replacing carpet and painting in the Resource Center as well as the Conference Center and hallway. We are grateful to our landlord, DeHoff, for helping to make some of these updates available to us.

OPERATIONS REPORTS

Public Relations – M. Gwin – (Attachment)

One Stop Resource Center Report through April 2020– A. Miller (Attachment)

One Stop Business Services Report April 2020– Kristen Beckman – (Attachment)

BRN – Matt Falter – (Attachment)

WIOA Program Report – April 2020 – S. Berardo (Attachment)

- Reports were previously emailed to the Board for their review.
- Opened up for questions.
- Receiving no questions, called for a Motion to approve.

MOTION: **KERNS MOVED TO ACCEPT THE APRIL 2020 OPERATIONS REPORTS PER ATTACHMENTS PREVIOUSLY EMAILED TO MEMBERS. MANHEIM SECONDED. MOTION CARRIED UNANIMOUSLY.**

NEXT MEETING: July 8, 2020 – Stark County at 12 noon

Smith, Chair concluded with:

- Maintain your social distancing.
- Wear your masks.
- Use hand sanitizer and wash your hands.
- **Stay Safe and Well.**

Adjourned 12:51 p.m.