

**STARK TUSCARAWAS WORKFORCE DEVELOPMENT BOARD**

**WORKFORCE DEVELOPMENT BOARD MEETING**

**January 6, 2021**

**Virtual Meeting – Zoom Format**

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

**BUSINESS MINUTES**

**CALL TO ORDER**

**D. Smith, Chair** called the meeting to order at 12:06 p.m.

- Happy New Year!
- Kristen Hannon has resigned from the Board. She left Charter/Spectrum and is now working for Walsh University. We wish her well. Josh Zemla from Charter/Spectrum is interested in filling her business seat on the Board, and is to join our meeting today as a guest.
- Victoria Knox has left Rep. Gibbs office to accept a job in the private sector. Victoria attended our Board meetings often, and she will be missed.
- Let's wish JoAnn Breedlove a happy birthday today

**APPROVAL SEPTEMBER 2, 2020, MEETING MINUTES – D. SMITH, Chair – (Attachment)**

**MOTION: BEAUCH MOVED FOR THE APPROVAL OF THE SEPTEMBER 2, 2020, MEETING MINUTES PER ATTACHMENT PREVIOUSLY EMAILED TO MEMBERS. WHEELER SECONDED. MOTION CARRIED UNANIMOUSLY.**

## **DIRECTOR'S UPDATE – J. Meek Eells**

- COVID Package passed by Congress to extend federal pandemic unemployment. Director Henderson previously Hall (married over the holidays) reported the state is sorting through legislation, and the state is working on the transition of benefits.
- OhioMeansJobs Center staff alerted Meek Eells of US Bank Relia cards (debit cards) from individuals not an unemployment insurance claimant receiving this card in the mail. Meek Eells reported this information to the state and will let us know how to handle. This fraud is widespread throughout the state.
- **Meek Eells** stated herself and **Breedlove** were asked to present at a CCMEP webinar in February for the state. ODJFS was impressed with our numbers in Stark and Tuscarawas counties with our out of school youth. We plan to speak about our virtual access for those enrolled and participating, continue work with our vendor partners, and the diverse opportunities with employment and /or training.
- **Meek Eells** stated we have an action item at the end of the meeting where the One Stop Operator staff will be excused and will need everyone else to stay on to address this action item

## **TREASURER'S REPORT NOVEMBER 30, 2020 – C. Byrd – (Attachment)**

- As of October 1, 2020- Received additional allocations
- Main installment of PY20 allocations
  - All starred ones
  - Tie into federal fiscal years
- Opioid Grant
  - Received 3<sup>rd</sup> installment \$77,000
  - Spent majority of two installments
- Expenditures are where we expected them to be.
- Byrd said to focus on:
  - The black highlighted items in the attachment needs to be spent 100% by June 30, 2021
  - Byrd said we are in good shape with Admin, Adult and Youth
  - Dislocated Worker is lagging being but able to move 100% to Adult and Dislocated Worker
  - The unhighlighted areas we are able to use in the following year
- WIA Programs (for information purposes)
  - TANF combined with CCMEP Youth money. This money is for the overall CCMEP program. Majority of the youth are dual enrolled. FY20 – CCMEP / TANF grant is fully expended. October 1, 2020- New allocation with the same amount is available to start spending.
  - MOU Expenses are normal
  - Everything else is on track
  - Audits are complete for 6/30/2020 Year. The audit with the independent auditor were completed at end of December, and they were submitted to Auditor of the State. The Auditor of the State will review and then will present to the Board Executive Committee for a formal review. Byrd reported the independent audit was clean with no management letters for the two audits involving Workforce Initiative Association and Stark Tuscarawas Workforce Development Board.

**Sciarretti** posed a question to **Byrd**:

- What is the sourcing of the Opioid grant and description?

- **Byrd** stated the money comes from the WIOA money through the Department of Labor (DOL)
- **Meek Eells** stated the funds are used to target Job Seekers and Businesses. If a job seeker is dislocated and shared, they were affected by opioid abuse then we can provide training dollars. For businesses, we contract with a group out of Columbus called Working Partners which assist in the development of recovery friendly policies. Falter is the lead in the business engagement.

**MOTION MOSS MOVED TO ACCEPT THE NOVEMBER 30, 2020 TREASURER'S REPORT AS PRESENTED. MEEKS SECONDED. MOTION CARRIED UNANIMOUSLY.**

**ONE-STOP OPERATOR/CCMEP UPDATE – J. Breedlove**

**ONE STOP OPERATOR**

The OhioMeansJobs Stark and Tuscarawas County centers have maintained our operating schedule since Monday, November 23, 2020. We have provided onsite availability of resource center services on Tuesday's and Thursday's in Stark County and Tuesday's in Tuscarawas County. The center's require appointments to be made in advance for resource room services (computer use) during the hours of 10:00am – 3:00pm. Customers can visit the centers for copy/fax services without a scheduled appointment.

**Breedlove** reported we are currently reviewing the demand for use of center-based resource center services to see if any changes will be made to our operating schedule beginning next week. At this time, it appears that we can accommodate the need for customers to visit the centers two days/week in Stark and one day/week in Tuscarawas.

**Breedlove** noted you will hear from Gwin and Miller in their updates the many ways that we continue to connect "virtually" with the public our services, partner resources and much more.

**Breedlove** shared information about the **RESEA** program (Reemployment Services & Eligibility Assessment) that Workforce Initiative Association staff will assume delivery of these program services effective now February 1, 2021. The DOL program provides more intensive reemployment assistance to individuals who are receiving Unemployment Insurance (UI) benefits and are determined to be likely to exhaust their benefits before becoming reemployed. Ohio Department of Job & Family Services Office of Workforce Development (ODJFS OWD) state merit staff working out of the OhioMeansJobs centers have typically delivered this program and since the onset of the pandemic, state merit staff have been reassigned other responsibilities and the program has been on hold for 2020.

**Breedlove** shared we have selected three (3) internal staff to deliver these RESEA program services (2 in Stark and 1 in Tuscarawas) and we are in the process of backfilling their positions. We will, once again, begin delivering these services on February 1, 2021 with system training to begin the latter part of January.

**Upcoming Virtual Job Fairs –**

**Breedlove shared** we are seeking to participate in the virtual job fair opportunities made available through JobsOhio and ODJFS to the workforce boards. Our local workforce area received an allocation of 2 events to be scheduled this program year. JobsOhio has contracted with technical assistance providers that will be involved in the administrative aspect of these events which is most helpful. We just met with JobsOhio representatives and the technical assistance provider yesterday (Tuesday) for an initial meeting and we have selected **March 18<sup>th</sup>** for a **Stark County** event and **May 6<sup>th</sup>** for a **Tuscarawas County** event (the first week of May is the state's In-Demand Jobs Week so it is perfect timing. More information will be forthcoming.

## **COMPREHENSIVE CASE MANAGEMENT & EMPLOYMENT PROGRAM (CCMEP)**

**Breedlove** reported: Our referrals from our JFS partners for the CCMEP program remain consistent in comparison to the same time period from PY19. These referrals are the 18-24-year-old individuals seeking Ohio Works First (OWF) cash assistance and that are work-required. Our assessments with these individuals, as required by the program, continue to be facilitated virtually (through the phone) and it appears we consistently experience a better “show” rate for the initial assessment appointment rather than in-person appointments and since some barriers may be removed in no having to physically attend an onsite appointment.

Our CCMEP non-required referral numbers (this is what we classify or call our volunteers) remain consistent as well.

**Breedlove** stated: We continue to “outreach” to and encourage young adults that may have an interest in occupational skills training. COVID-19 certainly may have impacted our numbers to date for those interested in occupational skills training and moving forward through the process. Staff continues to reach back out/follow up with individuals that have expressed this interest to see how we might be able to assist young adults interested in skills training.

## **OPERATIONS REPORTS**

### **Public Relations – M. Gwin – (Attachment)**

#### **NEWS ARTICLES:**

Article in the Columbus Dispatch, Canton Repository and The Independent:

As of December 6<sup>th</sup>, newly unemployed workers in Ohio will need to look for a new job as a condition of collecting unemployment benefits. This requirement that had been in place for decades was dropped in May due to the pandemic.

Article in The Canton Repository:

The Greater Stark County Urban League has been awarded \$50,000 to start a workforce development program for underserved residents. LaunchPoint will offer low or no cost training and job placement. The grant comes from the Key Bank Boost & Build Initiative which is funded by a KeyBank Foundation grant through the nonprofit JumpStart.

Stark County posted a November unemployment rate of 5.2%, down from the October rate of 5.7%. Tuscarawas County’s rate for November was at 4.9%, up from 4.5% in October.

#### **RADIO:**

Miller did a great job discussing the services offered at our Tuscarawas County Office on WJER’s Santa on Wheels segment on December 11<sup>th</sup>.

Our holiday radio campaign launched in December, followed by our New Year’s Resolution radio campaign that kicked off January 1<sup>st</sup>. The theme of this campaign will carry over to all our social media platforms.

#### **SOCIAL MEDIA:**

There was a lot of activity on Facebook and all social media platforms the month of December. In addition to the Facebook Live sessions, virtual workshops and special events that were posted by the Resource Room staff, the Business Services staff was very busy with posting job openings.

The Resource Room staff has some very innovative and exciting FB Live sessions, virtual workshops and special events scheduled for January which Miller will tell you about in her report. Gwin pointed out that all of these FB events are so effective in increasing our followers on Facebook and providing services to job seekers. The Resource Room staff is to be commended for all of their efforts since March of 2020, and the new year is bringing even more creativity as to how we reach our job seeker customers virtually.

Gwin reminded everyone to follow us on all of our social media platform – Facebook, Instagram, LinkedIn, YouTube and Twitter. All the links to those sites can be found in your packet.

### **JOB FAIRS:**

Stark County Virtual Career Fair

March 18, 2021

Partnering with JobsOhio and Strengthening Stark

Tuscarawas County Virtual Career Fair

May 6, 2021

Partnering with JobsOhio, Tuscarawas County Chamber of Commerce, and WJER Radio

### **One Stop Resource Center Report December 2020– A. Miller (Attachment)**

On page one of the December 2020 Report:

- We tracked physical and virtual format, and year to date had 799 system visits with 608 in Stark county and 191 in Tuscarawas county.
- The average visits per day-system wide is 7 with 5 in Stark and 2 in Tuscarawas.
- Individual customers which is actual customers coming into the center and not duplicated was system wide 605. Of those customers 186 were first time customers.
- Demographics based on new customers coming in. The 20% in Tuscarawas are college graduates which is higher than in past since generally in both counties it is between 15-17%.
- County of Residence is customers coming in only from and Stark and Tuscarawas counties. Customers are only coming in from the county they live in with 89% in Stark county and 13% in Tuscarawas county.
- How people hear from us? – the most common is still #1 with friend/family and #2 is Partner Agency

### **Rapid Response**

- ATI Specialty Rolled Products (Stark County)
  - Impacted over 102 employees
  - Will not layoff till December 2021
  - Will consider Rapid Response closer to the date
- ASC Airtex (Stark County)
  - Impacted 146 employees
  - Laid off in two waves of employees, the first wave in October and the second wave on December 31<sup>st</sup>
  - This company did not respond to multiple contacts regarding providing rapid response services.

### **Resource Center Activity**

- Tracked customers coming into physical center and virtual appointments
- December is traditionally a slow month.
- With COVID, numbers decreased for physical appointments
- In Tuscarawas county, we had a group of 16 who would come into file unemployment claims

### **Facebook & YouTube**

- Has been a great success!
- Several topics listed in report for December
- New topics coming up in January listed in report
- Welcome partners, employees to share information on these platforms

### **Workshops**

- Being held virtually
- Offering three workshops now on a regular basis
- Created an outreach list to organizations in Stark & Tuscarawas counties which is sent at beginning of the each month
- Use Microsoft Teams platform to offer workshop

### **Quick Tips**

- Not listed in report
- Newest way to connect
- 1-2 ½ minute video to share with the job seeker on a variety of job search topics
- Posted every Tuesday at 1:00 p.m. so will not be live

### **Special Events**

- Starting Plans for upcoming events (more information to follow)

### **One Stop Business Services Report December 2020– K. Beckman – (Attachment)**

- Traditionally December is a slower month, but it proved to be busier than in past years
- Had six new employers
- Posted 50 new postings between Stark and Tuscarawas counties
  - New postings are postings that have never been listed in past
- Average wage was lower due to large number of job postings from Dollar General in Tuscarawas county. Generally retail will generate lower wages.
- 46 job orders equaled 177 job openings
- Large number of placements for December with 500 in December and 700 for program year. These December numbers were based on a company called Danbury who they have been working with since April. Danbury turned in all their placements from April to December in the month of December. This company hired a large number of individuals in the Healthcare field with the pandemic.
- At the end of December, there were 250 active job postings equaling 1500 job openings.
- Social Media Impact:
  - In December posted on Facebook with over 30 employers posting and shared with other platforms

- Allied Machine and Engineering was the most popular posting with a job of PC Technician at \$15-\$22 per hour. There were 400 engagements and 10,000 individuals reached
- Greater Stark County Urban League
  - 2<sup>nd</sup> most popular posting
  - Position of the Employment Navigator
- Kraft Heinz
  - 3<sup>rd</sup> most popular posting
  - Position of Production Associate
  - Wage at \$12.76 per hour
- Polymer Packaging
  - 4<sup>th</sup> most popular posting
  - Positions for: Machine Operator, Extrusion Operator, Materials Handler
  - Wages starting at \$15 per hour
  - Total of 200 engagements and 5000 people reached
- In month of November, both Gregory Industries and Hendrickson had over 800 engagements with 17000 people reached for each
- Success Story
  - New employer in month of December-Multi County Juvenile Attention System
    - This organization provides services for juvenile offenders
    - Received a resume prior to posting and referred over to their HR person, the candidate was hired as they said his experience stood out to them and also commented he had a desire to help youth.
    - The position paid \$13.75 per hour with state benefits and OPERS

**BRN – M. Falter December 2020 – (Attachment)**

- Opioid Grant Update
  - Just kicked off
  - Two cycle of events
    - December 9<sup>th</sup> had a two-hour executive briefing for businesses.
      - Total of 21 registered
    - Next series will be 6 hours and split into 2 days. (Technical Assistance Clinic for Companies)—shared in chat
      - Total of 2 sessions at 3 hours each
      - 8 slots available (5 already filled)
      - Help companies develop a more Opioid friendly workplace policies
        - In depth and hands on
    - From those registrants, five selected by Working Partners to go into more depth for final seminar. The final six hour session is hands on policy development workshop in mid-February and will be another two day session.
  - Will repeat cycle with an executive briefing in March
  - Another Technical Assistance clinic in April
  - In the end of May, there will be a Policy Development workshop
    - Will share in the chat with a link to register
- Leverage Resources (at bottom of the report)

- Combination of grant, workforce services, loans, tax credits or business assistance through partners.
- The Business Services team has targeted follow up with businesses we have not talked to in awhile. Our focus was to make connections to any programs, succession planning, grants, loans and export assistance.
- Tech Cred State Grants
  - These grants are \$2000 per employee for industrial recognized skilled certificates.
  - 26 employers in Area 6 received funding
    - 7 of the employers we work with
    - Total \$658,000 dollars allocated to companies which averaged around \$25,000 per company
  - This round of funding will be open from now till January 29<sup>th</sup>
- Working with Beckman & Business Services team on the following projects:
  - Improving Process of OJT (On the Job Training grants)
    - Grants to help companies reimburse new hire wages for up to 6 monthes
  - Policy & Process Improvements
    - More updates to come at next board meeting

**WIOA Program Report December 2020 – S. Berardo (Attachment)**

- As June 30-July 1<sup>st</sup>- total of 108 completed and/or are in training
- Total of 17 approved and not started trained yet
  - 9 of the people picked up at Canton City Schools for 2<sup>nd</sup> half of their LPN program
  - 4 of the people picked up for Portage Lakes Career Center-LPN program
- Anticipate other programs like Medical Assistant, Medical Insurance Billing and Auto Technology at Buckeye Career Center and Canton City Schools to be picked up
- Average wage for PY20 is \$22.42 per hour (based on 8 people)
  - Positions in truck driving and nursing
  - As we connect with graduates, we expect wages to increase as we connect with other graduates for PY19 & PY20
- Majority of the placements are training related and even the non-training related are tracked

**WIOA Youth Programs**

- No skilled program enrolled for the month
- Expect one of the skilled program to be a LPN to report later

**Comprehensive Youth Program**

- Enrollment below
- Project Rebuild is in recruitment phase
  - Good program for those interested in construction

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



**Meek Eells** asked All Workforce Initiative Association (WIA) staff to exit meet at 12:59 p.m. prior to Sipe's RFP (Request For Proposal) on the release request for One Stop Operator. Upon the WIA Staff leaving the meeting, the following board members left the meeting : Carson and Black, but still had quorum.

### **Request for Proposal (RFP)-One Stop Operator- Sipe**

**Sipe** reported : Under WIOA, a broad range of organizations are eligible to be the one stop operator. If you think your organization could be interested in serving as the one stop operator, you should not participate in the coming discussion and should end your meeting with us at this time.

WIOA and its implementing regulations require Local Workforce Development Boards to use a competitive process for the selection of a one-stop operator for the system every four years.

The responsibilities of the one stop operator include, but are not limited to:

- Coordinate service delivery among partners as defined in the memorandum of understanding;
- Coordinate service delivery among physical OhioMeansJobs centers, including electronic services;
- Coordinate services across the local area workforce development system;
- Implement local WDB policies; and
- Report to the local WDB on operations, performance accountability, and continuous improvements.

Our current agreement with Workforce Initiative Association was competitively procured and resulted in a four-year agreement that will expire on June 30<sup>th</sup>, 2021.

With your approval, we will release a request for proposals later this month with a March deadline. This will allow sufficient time to choose an entity and engage in contracting procedures to produce an agreement to begin services on July 1, 2021. The resulting agreement will run through June 30, 2025.

The purpose of this request for proposal is to procure an organization to serve as the One Stop Operator. Selection will be based on cost of service, ability to meet the needs of the area, demonstrated knowledge and expertise, and track record of results.

The selected entity will serve both Stark and Tuscarawas Counties through the existing locations in Canton and New Philadelphia.

Under normal circumstances, we would have copies of the RFP available for your review. Because of the nature of a competitive process, the copies would be returned and not leave the room. If anyone would like to review the RFP, contact **Meek Eells** and we will arrange a convenient time for you to review the document at our 30<sup>th</sup> street location.

**Smith** asked:

- "Who created the RFP? **Sipe** said, "he did."
- Is this the same process from last RFP? Sipe replied, "yes."
- "When released who besides the board will review for completeness of multiple bids? **Sipe** said, he, **Meek Eells** and other board staff of regional partners of Mahoning, Columbiana and Trumbull counties will review this RFP.

**MOTION: MANHEIM MOVED TO RELEASE THE RFP FOR ONE STOP OPERATOR. BURLEY SECONDED. MOTION CARRIED UNANIMOUSLY.**

**Adjourned:** 1:06 p.m.

**NEXT MEETING:** March 3, 2021 – Zoom Meeting at 12 noon