

STARK TUSCARAWAS WORKFORCE DEVELOPMENT BOARD

WORKFORCE DEVELOPMENT BOARD MEETING

**January 9, 2019
(Stark County)**

PRESENT	ABSENT	GUESTS	STWDB STAFF
T. Beach	T. Hernane	Commissioner Weir Creighton	D. Sipe
J. Burley	P. Jones		M. Fuller
S. Carson	B. Larman		
T. Davis	M. Locke		
H. Eadon	M. Manheim		ONE-STOP OPR/FISCAL AGENT
D. Forkas	R. Moss		S. Berardo
N. Hackenbracht	J. Sekely		C. Byrd
K. Hannon	R. Waltz		M. Gwin
A. Kerns			K. Haer
S. Meeks			A. Miller
S. Robinson			
D. Sciury			
D. Smith			
D. Wheeler			

BUSINESS MINUTES

D. Wheeler, Chair

- Welcomed new Board member Kristin Hannon with Charter Spectrum.

CALL TO ORDER

Wheeler, Chair called the meeting to order at 12:01 p.m.

APPROVAL NOVEMBER 7, 2018, MEETING MINUTES – D. Wheeler, Chair – (Attachment)

MOTION: MEEKS MOVED FOR THE APPROVAL OF THE NOVEMBER 7, 2018, MEETING MINUTES AS PRESENTED. BEAUCH SECONDED. MOTION CARRIED UNANIMOUSLY.

TREASURER VACANCY – D. Wheeler, Chair – (Attachment)

- Attached email from **MEEK EELLS** on **WHEELER’S** behalf requesting Board members who are interested in filling the remainder of Brad McKain’s term as Treasurer.
- **SCIURY** was the only member who showed interest in the officer position.

MOTION: BEAUCH MOVED TO APPOINT DAN SCIURY TO FILL THE REMAINDER OF THE TERM FOR THE TREASURER UNTIL FULL OFFICER ELECTIONS IN SEPTEMBER. CARSON SECONDED. MOTION CARRIED UNANIMOUSLY.

UPDATE – C. Byrd

Policy Academy for Innovative Employment Strategies (PAIES) Kickoff Meeting in DC

- **MEEK EELLS** and **BREEDLOVE** are in Washington DC participating with state staff from the Ohio Department of Job and Family Services Office of Workforce Development and Family Assistance in a Policy Academy for Innovative Employment Strategies meeting.
- This Policy Academy is through the US Department of Health and Human Services, and is a part of the planning grant the state received to help Temporary Assistance for Needy Families (TANF) programs

develop, plan, and initially test comprehensive innovative approaches to increase employment outcomes for TANF participants.

- PAIES supports states in transitioning from traditional case management practices to coaching models and/or in enhancing and improving career pathway approaches. The Ohio Department of Job and Family Services-Office of Workforce Development applied for and received planning grants for both coaching and career pathways projects. Through Stark County's engagement with Mathematica's coaching model and local work with CCMEP participants in a career pathway model for early care and education for children, ODJFS included Stark County as a local lead in the projects to assist in a roll out of coaching and career pathway strategies to other counties in Ohio.
- **MEEK EELLS and BREEDLOVE** will be assisting the Ohio team with the projects through March 2020. **MEEK EELLS** is excited to both share and learn during the course of these projects. It's been important locally here in Stark and Tuscarawas Counties to provide the CCMEP case managers and program operators with case management training and tools they can use to better engage the CCMEP participants. We want to provide the best opportunities and activities for young adults in our communities to secure and maintain employment, and for that employment to lead to a strong career with higher earnings. (CCMEP) Comprehensive Case Management and Employment Program that Ohio has put together to work to combine the workforce dollars and the TANF dollars to leverage those resources together to get better results for the eligible population.
- With the changes in the new administration at the state level, Governor Elect DeWine has announced that Lieutenant Governor Elect Husted is going to be leading the Workforce Development Initiatives within Ohio and he has been named the new Director of the Innovate Ohio Initiative but in addition to that he will also have a leadership role in the Governor's Office of Workforce Transformation. The Director of the Office of Workforce Transformation will now report to the Lieutenant Governor, as opposed to directly reporting to the Governor.
- With Tuscarawas County Commissioner Kerry Metzger's retirement in December, Commissioner Creighton is now the Chief Elected Official for the Board and Tuscarawas County has named Chris Abbuhl as their appointed representative for the Tuscarawas County Commissioners. **Wheeler** mentioned that we talked with Chris and these Wednesday meetings are a conflict for him. They changed the time the Tuscarawas County Commissioners meet so will have to work something out around that.

TREASURER'S REPORT NOVEMBER 30, 2018 – C. Byrd – (Attachment)

- October 1st received our second increment of funding and this report reflects our full allocations for PY18.
- All expenditures are on track.
- We have fully spent the PY17 CCMEP TANF funds. CCMEP is funded by both WIOA funds and TANF funds. The TANF portion for last year's program we were able to fully expend 100% of those funds.
- At this point, we have used about \$411,000 of the DLW funds to cover Adult activities so far for this fiscal year. We are allowed to transfer 100% of our Adult funds to DLW funding and vice versa which gives us great flexibility depending on what is going on with the economy.
- Our audit for June 30, 2018, has been completed. It was a clean audit, no management letter recommendations or findings. Currently it is pending certification at the Auditor of State's office. Once they certify it our process is to review it with the Executive Committee of the Board and once the Executive Committee reviews and accepts it, we will distribute to the full Board.

MOTION: BEAUCH MOVED TO ACCEPT THE NOVEMBER 30, 2018, TREASURER'S REPORT AS PRESENTED. SCIURY SECONDED. MOTION CARRIED UNANIMOUSLY.

CCMEP UPDATE

No Report

ONE STOP OPERATOR UPDATE – A. Miller for/J. Breedlove

Phase II One-Stop Certification has to be completed by June 30, 2019.

Phase I certification under WIOA was completed:

- Tuscarawas County – November 2017
- Stark County – July 2016

Phase I looked at a lot of the basics including the physical premises, basic required policies, and services.

Phase II is more comprehensive and is molded after the Gold Standard Continuous Improvement program. As a reminder, our workforce area was only one of two in the state to receive designation as Gold.

Similarly to Gold Standard, Phase II looks at three characteristics of One-Stop Centers

- a. One-Stop centers provide excellent customer service to job seekers, workers, and businesses
- b. One-Stop centers reflect innovative and effective service design
- c. One-Stop centers operate with integrated management systems and high-quality staffing

Under these three areas there are 18 benchmarks that are further broken down to 33 critical success factors (CSF). Each CSF has two measures that we are tested under.

- An additional half point can be awarded if the one-stop center meets both measures and exceeds standard expectations.
- Each measure considers information that can be provided as part of a desk review, observation by the team, partner surveys, and mystery shopping surveys
 - Partner surveys were sent out to partners by ODJFS to be completed and returned by November 2018. We received a partner survey report in December and the partners who completed the survey rated us anywhere between meets to excellent
 - Mystery shopping – This was contracted out by ODJFS and was completed by phone and in person in the months of November and December. We have not received a report yet regarding mystery shopping.

In order to achieve certification, the center must achieve a score of 64 points.

- 75-82.5 points – Superior OMJ system that reflect some best practices and meets over 90% of the CSF measures
- 64-74 points – Compliant OMJ system that meets 80% of the CSF measures
- 64 points – Does not pass phase II

Phase II certification must be completed by the Workforce Development Board by June 30, 2019.

- Jennifer will be selecting a team from the board, similar to what she did in Phase I, to complete the review and determine the score for certification.
- This group will meet on several occasions to go over all the CSF to determine the points for each one utilizing the balanced scorecard developed by ODJFS.
- The benchmarks and CSF are completed on the comprehensive center, while the affiliate site must complete the standards checklist, which was completed in Phase I.

Question: Will the center get additional funding once certified? **Miller** advised this is not tied to funding. This is a requirement under the Workforce Innovation and Opportunity Act that we have to be certified. Phase II is not the end, there also is a Phase III and Phase III is focused on continuous improvement. We do not have the dates yet on how that whole process is going to be laid out. **Wheeler** added that when **Meek Eells** solicits the group for participants in Phase II he asked that everybody give it consideration. It is nice to have newer prospective as we go through this process.

OPERATIONS REPORTS

Public Relations – M. Gwin – (Attachment)

Wheeler pointed out that **Gwin and Haer** were pictured in an insert in the Times Reporter in a very nice article and also commented to **Robinson**.

- Shared a Success Story – Scott Levensgood
- Visions Magazine – We are pleased with this article, it is the most comprehensive article we have ever seen on our Business Services BRN. This is a great tool for us to take to employers and thanked **Robinson** for whatever he did to get them to contact us. **Haer's** comment in the first paragraph of the article says “Although workers may look to OhioMeansJobs of Stark and Tuscarawas Counties for help finding employment the agency can also function as an offshoot of a company’s human resource department.” And that is really the word we want to get out.
- Social Media Report Card – In June of last year the office of Workforce Development concluded the final review of the social media presence of all local workforce areas including us area 6. At that time, they issued a draft grade card. We recently received the final report card and we passed all of the categories listed. This is an important document for us to have for the certification.
- **Miller** again did a “Santa on Wheels” segment with WJER Radio in December. It was a great way to talk about all our services at the Tuscarawas County Office. She also did a segment on WNPQ Radio their Community Conversation program. It was a 30-minute segment where **Miller** covered everything from soups to nuts about our services that aired December 27th.
- Our New Year’s resolution radio campaign kicked off January 1st and basically we are saying 2019 is here and if you are looking for a job or changing careers OhioMeansJobs should be part of your New Year’s resolution.
- Will be promoting a Speaker Series offered by the Business Services Unit which **Haer** will talk more about in her report.
- Will be promoting our new financial literacy workshop for our Tuscarawas County office. “Making Your Tax Refund Work For You” will be held Thursday, January 31st from 10am-noon. **Miller** will tell you more about that in her report.
- There was a nice article in The Times-Reporter honoring the 31-year public service career of Commissioner **Kerry Metzger**.

One Stop Resource Center Report through December 2018– A. Miller (Attachment)

- Visits year to date almost 12,000 visits with average visits per day at 97 visits per day.
- Workshops – 108 for the month of December in Stark County and 6 in Tuscarawas County for a yearly number of 596 in Stark and 50 in Tusc.
- New workshop called Ready Set Work that talks about barriers and challenges that customers have and how to overcome them. Not only when they’re looking for work, but once they have a job, keeping it.
- 1,569 Partner Referrals
- 79 OW placements. Ohio Works is the program we do in conjunction with Stark and Tuscarawas County Job and Family Services to bring in some extra dollars working with those customers on assistance that do not qualify for the CCMEP program.

Rapid Response

- Nationwide – Nationwide will be closing down operations in Canton completely by March 31, 2019.
 - Four employees were displaced on Dec 31 – Completed an initial rapid response meeting with one individual as the other three decided to retire
 - Hope to work with the remaining 173 employees with at least initial rapid response meetings.
 - Nationwide has hired an outplacement firm, RiseSmart, to work with them for outplacement; however, we may still be able to get in and help in February.
- Fisher Foods – Closed Massillon location on 12/16/18 impacting 7 employees.
 - Rapid response meeting was held for these employees
- Sanders Markets – Closed in Alliance on 12/31/18. This was the former Thorne’s grocery store that had been reopened in April 2018.
 - 40 people impacted
 - Held rapid response employee meeting at the Rodman Public Library in Alliance as Sanders would not allow us to have the session in the store.
- LG/Rolls Royce Fuel Cell Systems - center at Stark State was closed down on December 10 impacting 80 employees
 - They have refused to work with us and will not provide us employee information to try to contact for a rapid response session.

- Huntington Bank – Three branches of Huntington were closed in our area
 - Massillon – Lincoln Way
 - Canton – Mahoning Road
 - Brewster
 - All impacted employees were offered and accepted positions at other Huntington Bank locations, so no rapid response services were needed.

Special event workshop – Make Your Tax Refund Work for YOU! - January 31, 2109 at 10:00 at the Tuscarawas County OMJ.

- This workshop is being done as part of our partnership with the DoverPhila Federal Credit Union and the United Way of Tuscarawas County
- This workshop will cover reducing your holiday debt, getting out of debt, creating a savings plan, and avoiding getting into more debt.

We will also be hosting United Way doing VITA Tax clinics in the Tuscarawas County office.

- They'll be offering 5 dates to do the free income tax preparation for income eligible individuals, 2 in February, 2 in March, and 1 in April.

Fundraiser wrap up through the WIC

- Veteran fundraiser – we did events throughout the month of October and November in preparation for Veterans Day and the extra gift card fundraiser we hold for veterans.
 - We were able to raise money to give 33, \$25 gift cards to veteran customers who came through the OMJ centers throughout the month of November.
 - Traditionally we have a drawing, but due to the number of sign ups versus the amount of money raised, we were able to give a card to each veteran that signed up
- TES the Season – This is the customer gift card fundraiser that we've done for the last 12 years. A total of \$1,500 was raised, enabling us to be able to give out 60 gift cards
 - Customers coming into the OMJ centers were able to sign up for the drawing during the week of December 10. Each day winners were drawn.
 - This money was raised from the first Friday of the month jeans days throughout the year.

One Stop Business Services Report December 2018– K. Haer – (Attachment)

- For the month of December had 6 new employers; 1 in Stark and 5 in Tusc. County.
- Had 3 open recruitments, and working on 1 OJT.
- Current activity for the month of December had 201 job orders, 951 job openings, reviewed 476 resumes, sent 325 of those on to employers, and had 29 placements at an average wage of \$12.95.

BRN

- Interviewed 2 companies, delivered 2 proposals, leveraged \$5,000 in resources and have between 4 and 5 partners per proposal.

Free Seminar Open to All Employers Business Services Unit Works With

- **Haer** advised that they are looking to do a series of workshops for their employers.
- Series 1: Restored Citizens.
- Ohio's Remedies to Help you Hire People with Criminal Convictions.
- February 22, 2019 – One from 9am-11am and another from 1pm-3pm.
- William Eleby will come in and talk about how to reach out to people with criminal convictions.
- Joann Sahl will talk about the legality and the dos and the don'ts.
- Already has 10 employers signed up.
- Will start with the employers the Business Services Unit works with and then open up to Tusc. and Stark SHRM then others.
- If this goes well they will have a Series 2 in September and at least four next year.

WIOA Program Report – December 2018 – S. Berardo (Attachment)

- For PY18 there are 132 scholarships and 12 pending with many of those that started in January.
- As they accepted scholarships in the spring and people applied, sometimes people don't show or they drop early and then we recoup some of those funds and had another scholarship application session late fall for anticipation of putting people in school for January.
- 70 still in job search; 7 placements – 6 training related; 1 non-training related and average training wage of \$15.46 with an overall average wage of \$14.54 (7 placements).

Youth & CCMEP – November 2018

- All of these are CCMEP individuals.
- The chart is indicative of youth ages mostly 18-24 that are mandated to come into the OhioMeansJob Center through Job and Family Services once they have signed up for cash assistance. Instead of working off their cash we put them into a service and those hours are used against what they have to do in order to continue to receive cash. They are referred out to places like Goodwill and Next Level Employment who offer courses on leadership, career exploration. Things that will help them become better citizens and provide better preparation for the ultimate goal of going to school and/or finding work.
- Not a lot of activity in November and December in Tusc. County but Stark had a group of people. Seeing a trend of a slow down of individuals coming in. Not sure why but are seeing a lot of repeats now. These are people that either got off cash or stopped coming to the program and now they have signed up for cash again and are required to return to us.

Comprehensive Youth Program Enrollment Levels as of December 2018

- Subcontract out to provide programs and services to youth.
- Some are In-school programs and others do have some Out-of-School programs. They have to go through the same process of their eligibility and state mandated assessment. The difference is their hours are not as closely tracked because they are not on cash and don't have to be reported to Job and Family Services.
- JOGS In-School – 64; JOGS Out-of-School 102
- Harcatus 7
- Project Rebuild 13
- Coleman 60

MOTION: EADON MOVED TO ACCEPT THE DECEMBER 2018 OPERATIONS REPORTS AS PRESENTED. SCIURY SECONDED. MOTION CARRIED UNANIMOUSLY.

NEXT MEETING: March 6, 2019 – Stark County at 12 noon

Adjourned 12:45 p.m.