

**STARK TUSCARAWAS WORKFORCE DEVELOPMENT BOARD**

**WORKFORCE DEVELOPMENT BOARD MEETING**

**May 1, 2019**

**(Tuscarawas County)**

<b>PRESENT</b>	<b>ABSENT</b>	<b>GUESTS</b>	<b>STWDB STAFF</b>
T. Beach	J. Burley	Chris Abbuhl	J. Meek Eells
T. Davis	S. Carson	Melissa Welker	D. Sipe
H. Eadon	D. Forkas	Susan Lenigar	
N. Hackenbracht	P. Jones		
K. Hannon	B. Larman		<b>ONE-STOP OPR/FISCAL AGENT</b>
A. Kerns	M. Locke		S. Berardo
S. Meeks	M. Manheim		J. Breedlove
R. Moss	J. Sekely		C. Byrd
S. Robinson	D. Smith		M. Gwin
D. Sciury			K. Haer
R. Waltz			A. Miller
D. Wheeler			

**BUSINESS MINUTES**

**D. Wheeler, Chair**

- Welcomed Melissa Welker, Account Manager with ed2go.
- Thanked **Alison Kerns and Kristin Hannon** on the Certification Phase 2.
- Thanked **Alison Kerns** for working with the Youth and CCMEP group.
  - Thanked **Susan Lenigar** for her assistance with reviewing the proposals.

**CALL TO ORDER**

**Wheeler, Chair** called the meeting to order at 12:02 p.m.

**APPROVAL MARCH 6, 2019, MEETING MINUTES – D. Wheeler, Chair – (Attachment)**

**MOTION: MOSS MOVED FOR THE APPROVAL OF THE MARCH 6, 2019, MEETING MINUTES AS PRESENTED. MEEKS SECONDED. MOTION CARRIED UNANIMOUSLY.**

**DIRECTOR’S UPDATE – J. Meek Eells**

**March 15, 2019, Letter from ODJFS accepting the PY2017 (July 1, 2017-June 30, 2018) audit of the STWDB by Charles E. Harris and Associates, Inc.**

- No Findings.

**OWA Meeting with Lt. Gov. Husted and Business Roundtable Meeting with the Lt. Gov. with the North Canton Chamber**

- First meeting was in Columbus with a small group of Workforce Board Directors as a part of the Ohio Workforce Association. Spent the time acquainting him with the association. Lt. Gov. Husted is all about workforce and will be his role in this administration. Not only is he Director of newly established entity called Innovate Ohio he has also been named the Director of the Office of Workforce Transformation. OWA had already shared with him a white paper they had drafted indicating some thoughts around how talent could be better developed in the state of Ohio including some different ways of funding. Had

discussion around the OhioMeansJobs.com tool. Lt. Gov. Husted would like to make that tool more seamless especially for businesses.

- Also sat in on a business roundtable with the Lt. Governor at the North Canton Chamber. Had an opportunity to showcase a lot of what we are doing in Stark and Tuscarawas Counties. Talked about **Strengthening Stark – Jobs Database Platform**

<https://public.tableau.com/profile/strengtheningstark#!/vizhome/StrengtheningStarkJobsPlatform/Overview>

This site is now live and are uploading realtime current job opening information from OhioMeansJobs.com for Stark County into this database platform. The database then sorts it out and gives all kinds of robust information about what jobs are open, the pay, where located, training needed, etc. Working on getting this platform set up for Tuscarawas County.

- Flyer attached - Ohio Workforce Association sponsoring a workforce day at the State House Tuesday, May 28<sup>th</sup>. Workforce Development Board Directors are encouraged to schedule meetings with local legislators all day Tuesday to discuss workforce in Ohio. Let **Meek Eells** know if you would like to attend any or all parts of this day.

**MOTION: MOSS MOVED TO ACCEPT THE DIRECTOR'S REPORT AS PRESENTED. SCIURY SECONDED. MOTION CARRIED UNANIMOUSLY.**

**MOTION TO USE WIOA YOUTH FUNDS FOR CCMEP PY19 AND PY20 – Attachment C**

Wheeler called for a Motion.

**MOTION: KERNS MOVED TO ACCEPT THE USE OF WIOA YOUTH FUNDS FOR CCMEP PY19 AND PY20. BEAUCH SECONDED. MOTION CARRIED UNANIMOUSLY.**

**MOTION TO APPROVE PHASE 2 OhioMeansJobs CERTIFICATION – Attachment D**

**Kerns and Hannon** participated in this certification. **Hannon** thanked OhioMeansJobs for doing such a wonderful and thorough job of putting everything together. A lot of work went into the details of the expectation and how it is backed up with data. Was provided with very well laid out materials that was easy to find. Always knew that this was a great and well run machine but to see all the pieces and parts to it was overwhelming.

**MOTION: SCIURY MOVED TO APPROVE PHASE 2 OhioMeansJobs CERTIFICATION. KERNS SECONDED. MOTION CARRIED UNANIMOUSLY.**

**TREASURER'S REPORT MARCH 31, 2019 – C. Byrd – (Attachment E)**

- Three quarters through the fiscal year all expenditures are on track for PY17 funds which are in their second year of availability. Have spent 99% all that's left is administration funds that will be used up in April/May. PY18 funds just received in this current fiscal year but are still available for next year we are at 34% expended.
- Workforce Initiative Association Programs the CCMEP TANF Grants the PY17 the TANF Grants are for one year as opposed to the WIOA Formula Grants that are for two years so the PY17 are fully expended. The PY18 is what we are working on right now at 45-50% expended. The time period goes through September as opposed to July. We are where we want to be right now and fully anticipate that we will fully spend the TANF allocation this year.
- Received WIOA formula allocations for the new year starting July 1<sup>st</sup> and overall the State received from the Department of Labor a 15% increase and for our Area 6 we received a 5-6% increase which amounts to \$250,000 in total that we will receive and increase for next year. An equal increase in Adult allocation and then also in the Youth allocation. The DLW allocation was reduced slightly.

**MOTION: BEAUCH MOVED TO ACCEPT THE MARCH 31, 2019, TREASURER'S REPORT AS PRESENTED. MEEKS SECONDED. MOTION CARRIED UNANIMOUSLY.**

**MOTION TO APPROVE WIOA/CCMEP YOUTH PROGRAM PROPOSALS – Attachment F**

**SIPE** asked if anyone has any affiliation with an organization on the list to please be excused from the meeting.

WIOA requires the Board to procure youth services. Released the Request For Proposal on January 2<sup>nd</sup> after the legal notices were released in both The Times Reporter and The Repository. Due date for proposals was March 15<sup>th</sup>. Received 16 proposals by the deadline. Staff from the Board and Workforce Initiative Association reviewed the proposals. Youth Committee reviewed the scores and comments and made the recommendations. Requested four different types of service delivery one was for vendors (vendors are the providers that serve our youth who are referred to us by Job and Family Services and are receiving cash assistance and are mandated to participate in our programs); WIOA out-of-school is our traditional WIOA out-of-school program youth from 16-24, can be dropouts or have any number of barriers but are not necessarily TANF eligible; TANF in-school those youth must be TANF eligible ages 16-18 and attending secondary education. The other category is single service that would be someone just proposing to maybe provide summer youth work experience.

**Sipe** presented the Youth Committee recommendations per Attachment F.

**Meek Eells** commented per the Treasurer's Report we have expended all of our TANF money for this year, when it starts coming down to summer programming we have scaled back over the last couple of years as we have continued to make our year-round programs much more robust which was the whole point around the Comprehensive Case Management and Employment Program CCMEP. There is work experience tied to these year-round programs. We are one of a few areas that have continued to run summer programs the last two summers. This year we are still struggling with how much we are going to be able to offer this summer in both counties. That's why you are seeing Goodwill and Coleman have done summer programs for us in the past we just don't know how much we are going to be able to have them do this year. It is unlikely that we are going to have much of a summer work program and in the future **Meek Eells** has already been talking with ODJFS about the fact that for workforce areas like ours that are not attached to a county Job & Family Service agency we don't have a strong mechanism to request more dollars. The local JFSs can request to trade funds or make other requests for TANF funding. We can't do that so we are going to be focused through our Workforce Association to talk to with the state about areas like ours that are spending all our money between the two counties. If there is money left from other counties to be spent, we would like to have a way to be able to draw from that money.

**MOTION: MEEKS MOVED TO APPROVE THE YOUTH COMMITTEE YOUTH SERVICES PROVIDER RECOMMENDATIONS FOR PROGRAM YEAR 2019 AS PRESENTED. HANNON SECONDED. MOTION CARRIED UNANIMOUSLY.**

**TUSCARAWAS COUNTY ECONOMIC DEVELOPMENT CORPORATION OVERVIEW – H. Eadon**  
Gave an update on how they got to where they are and current involvement.

**CCMEP UPDATE – J. Breedlove**

- As explained in the past the OhioMeansJobs Center youth case managers as well as some of our youth vendor providers were exposed to and trained on the Goal4It!™ process which are tools that have been developed by Mathematica Policy Research out of DC and particularly used with TANF low income clients to be able to help them set goals, manage the goal setting process, help them basically attain self-management skills.
- Started using these tools in March of 2018. Have had extensive training through Mathematica. This came to us through ODJFS Office of Workforce Development as we are moving forward with the CCMEP.
- The state applied for two grants from Health and Human Services, one was a coaching grant and one was a career pathways grant. They wanted to bring on three additional counties as pilots to introduce these coaching tools as well as to develop more interest and use of career pathway tools and models.
- Goal4It!™ Training in Cincinnati May 8<sup>th</sup> where these three pilot counties (Hamilton, Scioto, and Clark). Staff, Administrators, and Vendors working young adults will be participating in this training. **Meek Eells and Breedlove** will both be attending and participating because we have the experience of the use of the tools with our staff.

## ONE STOP OPERATOR UPDATE – J. Breedlove

MOU PY19/PY20

- We are required to create a Memorandum of Understanding for the OhioMeansJobs Centers every two years. Next one begins July 1, 2019. Working very closely with **Miller** and all 16 Partners that make up the OhioMeansJobs Centers.
- Started with a budget process agreed upon by all for the operation of the OhioMeansJobs Centers are currently in the process of getting signatures.

## OPERATIONS REPORTS

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

We have had excellent publicity this past month on a variety of activities:

- **Meek Eells** spoke about the comprehensive jobs database. She is out there talking the talk because she's been quoted in the Stark Education Partnership newsletter, Canton Regional Chamber newsletter and she also appeared on Canton City Schools TV's On Track with Betty Mac and was also mentioned Sunday in Ron Ponder's column in The Repository regarding the Strengthening Stark Initiative.
- We have also had a great response for our In-Demand Jobs Week activities which includes an Apprenticeship Awareness event we are hosting with OOD.
- 2019 Tuscarawas County Job Fair next Friday. Excited about the response that we have received from the employers but we realized that with the current low unemployment rate – 4.5 in Tusc. and 4.7 in Stark that we have to focus our outreach and recruitment efforts on job seekers. Have a huge radio campaign that's airing on seven different radio stations, we have distributed over 2,000 flyers to post offices, libraries, dollar store, laundromats, Goodwill one of our Partner agencies is also distributing flyers in Goodwill Stores. Also have an advertisement on the electrical sign at the Stark Tuscarawas County Fairgrounds.
- **Miller** will be promoting the Job Fair on WJER on her weekly segment with Kelly Kyle and she also is appearing on WNPQ's Suzie Thomas's show May 6<sup>th</sup>.
- **Miller and Gwin** will be on WHBC's Gary River's Show May 8<sup>th</sup>.
- Reminder WJER a job fair cosponsor will be doing a live remote from the job fair.

### One Stop Resource Center Report through April 2019– A. Miller (Attachment H)

Special Workshop Events

- April 4<sup>th</sup> ***Generations and Technology: Then and Now*** at OMJ Stark and OMJ Tusc. with an excellent response.
- In coordination with the Job Fair had April 30<sup>th</sup> at OMJ Tusc. ***Stand Out From the Crowd Job Fair Workshop***. Had 21 attend that workshop.
- May 26<sup>th</sup> is our next **Master Your Money Simple Tips to Improve Cash Flow** workshop done in conjunction with The United Way of Tusc. County and the DoverPhila Credit Union.

Rapid Response

- Genie Company in Baltic has laid off their first group of employees on April 26<sup>th</sup>. The first week of April did 20 one-on-one resume appointments at Genie to help them get ready for a job fair specifically for those Genie impacted employees. There will be a second group of employees laid off in July.
- AEP Ohio will lay off 16 employees in July and last week we did one-on-one resume appointments for them.
- Pat Catan's Stark County was purchased by Michaels and we believe that store will be converted to a Michaels.

Outreach

- April 2<sup>nd</sup> & 3<sup>rd</sup> attended four separate career fairs that were coordinated to help youth at RG Drage, Massillon HS, Glen Oak HS and Canton South HS.
- April 12<sup>th</sup> did four presentations at Summit Academy on interviewing.
- March 21<sup>st</sup> attended a Canton City Schools 21<sup>st</sup> Century Program to assist students with their OhioMeansJobs.com registration and completing the career assessment.

### One Stop Business Services Report April 2019– K. Haer – (Attachment I)

- For the month of April had 21 new employers.
- Had 6 open recruitments.

- Current activity for the month of April had 266 job orders, 1,128 job openings, and had 71 placements at an average wage of \$13.42.

**BRN**

- Interviewed 5 companies in Stark County and 3 in Tusc., delivered 4 proposals in Tusc., and leveraged \$6,000 in resources.
- A list is on each table listing 75 employers attending and their positions. Five are on waiting list, can't take any more due to tables and space.
- Working on an additional Seminar.
- Looking at doing a mini-sector job fair in Stark County starting with manufacturing and possibly reaching out to customer service and then other entities.

**Wheeler** challenged them to look at ways to be able to fit in more employers. **Haer** commented they have tried all types of set up but employers want to be in the main mall area. **Gwin** also commented that they have went to smaller tables.

**WIOA Program Report – April 2019 – S. Berardo (Attachment J)**

- PY18 have 162 enrolled.
- An average training related wage of \$17.76 and Non-training wage of \$10.25 with an overall wage of \$16.61.
- Had first application sessions for the coming program year in Stark and Tusc. Counties. In Tusc. had 13 attend and Stark County had 78 attend. Two more sessions will be in May and in June. Most in Stark were nursing students LPN and truck drivers with a few others.

**Youth & CCMEP – March 2019**

- Total number referred 426 from Job and Family Services and 82 volunteers not mandated to come but chose to come. Many of those come because they are interested in our scholarship program.

**Comprehensive Youth Program Enrollment Levels as of April 2019**

- The figures have not changed much in the last month.

In conjunction with Opportunities for Ohioans with Disabilities OOD in Stark County will offer an Apprenticeship Awareness Program May 6<sup>th</sup> with representatives from the Bricklayers, Electricians, and the Ironworkers as well as representatives from Timken Steel and a representative from the state apprenticeship office discussing the benefits of being involved in apprenticeships. Starting at 1pm with a panel question/answer for 1 hour and at 2 pm panelists will move into a room with tables for individuals to ask questions about their individual program.

**MOTION: BEAUCH MOVED TO ACCEPT THE APRIL 2019 OPERATIONS REPORTS AS PRESENTED. MEEKS SECONDED. MOTION CARRIED UNANIMOUSLY.**

NEXT MEETING: July 10, 2019 – Stark County at 12 noon

Adjourned 1:05 p.m.