

STARK TUSCARAWAS WORKFORCE DEVELOPMENT BOARD

WORKFORCE DEVELOPMENT BOARD MEETING

January 3, 2024 at 12:00 p.m.

Zoom Meeting (Virtual)

PRESENT	ABSENT	STWDB STAFF
John Aldergate	Marla Akridge	JoAnn Breedlove
Rick Baxter	Stephen Carson	Rebecca Harris
Damus Cole	Steven Meeks	Maddy Miller
Andrew Fowler	Rick Moss	
Lisa Gould	Joseph Sekely	
Para Jones		
Alison Kerns		
Mike Lauber		
Susan Lenigar		
Marc Manheim		
Sue Marzano		ONE-STOP OPR/FISCAL AGENT
Steve Rippeth		Chuck Byrd
Scott Robinson		Matt Falter
Tracy Sabo	Guests	Amy Miller
Darren Van Winkle	Michelle Carver	Dan Sipe
Robin Waltz		Lori Yager
Patrice Yacko		

BUSINESS MINUTES

CALL TO ORDER

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

Welcome New Board Members.....Scott Robinson, Chair

Susan Lenigar: Susan serves as Deputy Director, Human Services, at Stark County Job & Family Services and has attended many of our board meetings as a guest. Susan has been involved in our local Comprehensive Case Management & Employment Program (CCMEP) that serves youth / young adults and serves on the board's Youth Committee. Susan is appointed to the board effective January 1, 2024.

Patrice Yacko: Patrice serves as Director of Human Resources for Dover Chemical Corporation located in Dover. She has held management / human resources roles throughout her career. She additionally worked in state government for Ohio Department of Transportation and Ohio Department of Jobs & Family Services. Patrice is appointed to the board effective January 1, 2024.

APPROVAL NOVEMBER 1, 2023, MEETING MINUTES – S. Robinson, Chair – (Attachment A)

MOTION: BAXTER MOVED FOR THE APPROVAL OF THE NOVEMBER 1, 2023, MEETING MINUTES. LAUBER SECONDED. MOTION CARRIED UNANIMOUSLY.

Director’s Update.....J.Breedlove, STWDB Executive Director

Board Policy Update (Attachment B)

Breedlove referenced **Attachment B** *Requirements for Local Workforce Development Area Polices/Compliance Update*. Directors receive this workforce policy and compliance status document monthly from the state. The policies support WIOA compliance which the report shows compliance activities to ensure we are doing what we need to do as part of WIOA legislation. Breedlove noted the policies indicate whether the local area requires a separate policy (highlighted in yellow on the document), can use the state policy as their local policy or no need for a local policy.

The 3 **local policies** (highlighted in blue on the document) are being reviewed for updates and board action at the next board meeting in March 2024: On-The-Job Training (OJT), Incumbent Worker Training (IWT) and Individual Training Account (ITA). The ITA is funding locally for eligible individuals for training.

Compliance Update (Attachment B)

Breedlove referenced the table on the last page of attachment B. These are compliance activities to ensure we are doing what we need to do as part of WIOA legislation. The board is required to *certify OhioMeansJobs* centers, and there is a specific process. The board is required to complete a *Regional Plan* every 4 years and make updates every 2 years. Our board needs to be *certified* every 2 years which the next time is in May 2024.

Branding Update for OhioMeansJobs (referenced screenshot of artwork on PowerPoint)
Breedlove indicated they have received the OhioMeansJobs branding guidelines. The artwork for the local area will be provided by Ohio Department of Job & Family Services (ODJFS). A total of \$9000 statewide WIOA funds will assist in this effort. The branding transition is to be completed by June 30, 2024.

Grant Updates / Information

- **Local Area**

Locally the **Fresh Start (Opioid Recovery Grant)** through the Department of Labor is funding Temporary Disaster Relief Grant Funded Positions at CommQuest which is a community behavioral health / treatment provider, and they have hired 3 people. This grant is facilitated by the state and is scheduled to be complete at the end of March 2024, but the state is looking to request an extension for another year.

Locally the **Business Resource Network Subgrant** funding requested/received from the state is \$190,000 to support several efforts such as the board's. Strategic planning engagement and a video series in Tuscarawas County designed to connect young talent to In-Demand career opportunities.

- **Other**

The **5G & Ohio Broadband Sector Partnership** (statewide initiative) started in late November 2023. The \$9 million in QUEST funding from the U.S. Department of Labor creates regional nodes, or hubs, to develop the talent pipeline. Northeast Ohio "Hub" includes universities, community colleges, a workforce board and community action agency. The intent is to create more awareness about 5G and broadband career opportunities, and the short-term training opportunities available through local providers.

Economic Development Administration (EDA) Recompete Grant

The applicant for this grant is the Stark Economic Development Board/ Strengthening Stark. They applied for a Recompete Grant through the EDA; The Recompete Grant targets the hardest-hit and most economically distressed areas where prime-age (25-54 years) employment is significantly lower than the national average, with the goal to close this gap through flexible, driven investments. Stark Economic Development Board was awarded a Phase 1 planning grant of \$500,000 (they were 1 of 22 awarded) for their "Reconnecting Canton" application. They were invited to apply for a Phase 2 implementation grants. The Stark Tuscarawas Workforce Development Board will have an active role in the workforce development portion of this initiative.

A QR code was shared on the screen to the EDA website to see the proposal.

Strategic Plan Update (2024-2026)

In the 1st quarter, we are ramping up efforts called out in the Strategic Plan. We are starting conversations on “career paths” and also the Jobs Platform website. More information will be shared in the future.

WIOA Legislation Reauthorization Update

Breedlove noted on December 7, 2023, there was a “Stronger Workforce for America Act” introduced by the House of Representatives Committee on Education and The Workforce is the proposed legislation reauthorization (bipartisan co-sponsorship). Proposed legislation would reauthorize the current WIOA legislation passed in 2014.

Other

Breedlove listed several **Support letters**—requests the board has received to support various grant applications:

- Tuscarawas Economic Development Corporation (Industry Sector Partnership)
- Stark County Manufacturing Workforce Development Partnership (Industry Sector Partnership)
- Stark Economic Development Board Economic Development Administration Recompete Grant)
- Stark State NEO-WIN, and Stark State IMAP

ODJFS and Local Area Rapid Response Team Protocol Meeting Update

On November 29, 2023, there was a meeting with Ohio Department of Job & Family Services state and local staff regarding Rapid Response Team Protocol meeting. The Rapid Response program assists those employers and employees experiencing downsizing or closure.

There are specific services to assist the employers and employees in this effort. Our meeting coordinated a plan of action (team protocol) for how we will plan and work through these Rapid Response events in our community.

It is critical for us with any type of downsizing, layoff or closing in the community, whether large or small, to validate this information and need and connect to assistance. Entering validated data within the state’s case management system (called ARIES) which directly impacts dislocated worker formula funding our workforce area receives.

WIOA Performance Metric Webinar Scheduling (February 2024)

At the November 2023 STWDB meeting, Breedlove shared information regarding WIOA Performance Metrics. She has reached out/scheduled an ODJFS staff subject matter expert to share more information with board members about WIOA Performance Metrics in an *optional* webinar to learn more. An email will be sent to take a Doodle poll on what date works best to schedule this webinar in February 2024.

Workforce Investment Council-J.Breedlove & C.Byrd, STWDB & WIA Executive Directors

Breedlove gave a historical background on the Workforce Investment Council (WIC). The inception of the public workforce system and legislation started in late 60's /early 70's. The local structure of the current workforce development board / workforce system has always been structured as a public entity throughout several legislative changes/reauthorizations, etc. Given the nature of public entities, oftentimes grant opportunities through foundations and other grant providing entities are limited and available to 501c3 nonprofits.

In 2006, the Workforce Investment Council (501c3) was established to seek grants and other private funding to enhance and expand workforce development activities in Stark and Tuscarawas Counties. Some of the activity through the nonprofit over the years has been fairly nominal. The recent strategic plan noted to "center efforts on the WIC" as an avenue for non-WIOA funding that supports special projects by coordinating multi-partner grant applications and grants administration for initiatives in the region with workforce components.

Byrd stated any financial activity was minimal over the years. Occasionally we would get a grant that would be funneled through the nonprofit.

Prior to the pandemic, some active, localized fundraising began with the WIC nonprofit. In 2019, raised \$7000; now have an opportunity to reinvigorate these efforts based on the strategic plan of the STWDB board.

Prior to the 2023 December holiday, we worked with the Council of Governments board of trustees for Stark Tuscarawas Workforce Development Board and Workforce Initiative Association which consists of Commissioners, Mayor of Canton, and the board chair. We were able to work with them to get approval to make a donation of idle unrestricted funds within the workforce area. The donation is made to the Workforce Investment Council nonprofit to establish an endowment fund through the Stark Community Foundation. Those funds were idle with no specific uses for them. The funds will provide some permanent funding since being invested. The donation in total of \$460,000 will establish an endowment with this donation. The Stark Community Foundation (SCF) will provide a \$10,000 match to go along with the donation. We will work with the SCF in January 2024 through the nonprofit to get everything set up. For the 1st year, we will not utilize the funds to establish some earnings. After the 1st year, there may be an opportunity to tap into the earnings which we anticipate at around \$20,000 annually. This will be a good base to leverage to fundraise through the WIC nonprofit.

ODJFS Fiscal Monitoring (Attachment C)D.Sipe, Deputy Director of Finance

Sipe reported, we received our PY21 and PY22 Fiscal monitoring report from the state of Ohio. The summary shows the areas reviewed and if there were significant observations. We had one observation requiring us to submit a plan to the state concerning our financial reporting. Each month we reported our expenditures, but we only report accruals and observations at the end of each quarter. We were made aware of our monthly requirement to report accruals and obligations in May of 2023 during the review and have included them each month since. The state considers this issue concluded.

Treasurer’s Report (Attachment D) D.Sipe, Deputy Director of Finance

The first section representing our formula funds shows new allocations as PY23 funds. All PY22 funds are fully obligated. We have until June 30, 2024, to spend PY22 monies.

The expenditure levels are below what we would normally see due to a large transfer of formula expenditures to a special grant at the request of the state at the end of June. This allowed the state to spend more monies that otherwise would have been returned to the Department of Labor and allowed us to carryover money to the current year.

Under **other funds**, the new RESEA allocation for FY23 is \$242,000. PY22 RESEA funds were 96% spent at the conclusion of the grant.

The **Fresh Start NDWG grant** was off to a slow start but is picking up each month. Breedlove mentioned in her report the addition of participants in CommQuest’s program.

The **Urban League grant** will have another \$50,000 in expenditures shown by January’s 2024 report. The Urban League will not spend all of their funds that were made available.

Our new TANF allocation for FY24 CCMEP is visible at the top of the last section showing a slight increase over the previous year. The FY23 grant that ended will show another \$51,000 in expenditures in next month’s report and this will bring the percentage of expenditure closer to 95%.

MOTION: ALTEGATE MOVED TO ACCEPT THE November 30, 2023; TREASURER’S REPORT AS PRESENTED. Marzano SECONDED. MOTION CARRIED UNANIMOUSLY.

OhioMeansJobs Operator Update / Operation Reports Summary.....S.Robertson, Chair

Communications Report (Attachment E)Maddy Miller, Communications Manager
M. Miller reported she currently is working on a short form video series in Tuscarawas County with a goal of highlighting local employers using student voices. For this project, she is working with the Tuscarawas County Economic Development Corporation and the East Central Ohio Educational Service Center (ECOESC).

The main purpose of this project is to have students tell us what they would like to learn about local companies and what they would find appealing as they watch the videos. ECOESC helped coordinate focus groups with high school students so we can gain insight on how we can make this video series as successful as possible. Through this effort we also hope to find students to participate in the actual videos. To date we have found 1 or 2 students we think will be a good fit.

We have held focus groups with Buckeye Career Center, Indian Valley, and Claymont Middle School. We are also scheduled to meet with Claymont High School and Dover in the coming weeks.

The next step of the project will be selecting a video production company, at the beginning of February 2024 to then begin the shooting process. More updates to come as we move further in the process.

PY23 Operations Report Update (Attachment F).. Amy Miller, Deputy Director of Program Services

Amy Miller referenced the **OhioMeansJobs Center report** for November 2023 on the screen.

- **Resource Room**

Systemwide, there have been 615 visits to our centers in November 2023 and year to date since July 1, 2023, there have been 2960 visits. These daily averages are 25 per day in Stark and 7 per day in Tuscarawas. In November of 2022, there was an average of 21 daily Stark visits and an average of 5 daily Tuscarawas visits which shows there has been an increase in 2023. Currently we are using the PRIME system to determine the services being utilized as well as the time of day.

- **Rapid Response**

As stated, we just completed the RACI protocol. WARN (Worker Adjustment Retraining Notification) notices are required by an employer to file if they have more than 100 employees at a specific location that are being impacted. We have noticed a decrease in the number of WARN notices that were filed.

Rapid Response does not require a WARN notice as we provide the same level of service no matter the number of employees impacted.

- **Business Services**

Miller highlighted the **November placements** in Sales & Marketing which were 4 placements at an average wage of \$27.88 per hour. Year to Date (7/1/23-11/30/23) the placements in Manufacturing were 179 placements at an average wage of \$15.36 per hour, Marketing & Sales were 18 placements at an average wage of \$27.33 per hour, and All Others were 66 placements at an average wage of \$18.52 per hour.

Miller reported the **Top Posting by Sector**. In the *Medical & Health Services* sector, the City of Canton posted the position of Health Commissioner at \$40.80 per hour. In the *Transportation* sector, Speedie Recycling posted the position of Class A CDL Driver at \$28.84 per hour. In the *Construction, Maintenance & Carpentry* sector, Biery Cheese posted the position of Maintenance Tech at \$28.00 per hour.

Spectrum held an **In person Hiring Event** on 11/8/23.

- **Occupational Training**

Under **Occupational Training**:

- 9 individuals have **completed training**.
- 4 **placements** (3 in *Logistics & Transportation* which are truck drivers at an average wage of \$17.95 per hour and 1 in Healthcare at an average wage of \$ 15.00 per hour.

- **BRN (Business Resource Network)**

In November 2023:

- 7 completed interviews conducted, 6 proposals delivered; Leveraged Resources were \$52535.

Incumbent Worker Training Program (IWT) is an employer-sponsored program that provides grant funding to assist eligible businesses to offset the cost of training to their existing workers:

- \$18,190.00 (*Manufacturing*-\$9,440.00) and (*Health Care*-\$8750.00)

- **CCMEP (Comprehensive Case Management Employment Program)**

This program serves young adults ages 18-24 with barriers to employment. Participation is mandated if receiving cash assistance through the county Job & Family Services. After receiving the framework services from the Workforce Initiative Association (WIA) staff, individuals are assigned to a vendor. Individuals may also volunteer to participate, most frequently due to the desire to attend training. There are currently 113 individuals to date enrolled in the program that have been referred by the County Job and Family Services agencies in our area and 52 that have volunteered to participate. In November, we had 29 referred by County Job and Family Services, and 11 that have volunteered to participate.

Comprehensive programs provide recruitment, eligibility, services, and follow up with individuals, and there is a total of 224 comprehensive program participants to date.

- **RESEA (Reemployment Services & Eligibility Assessment)**

This program serves individuals receiving Unemployment Insurance and who meet additional state criteria. Selection for the program entitles those individuals to additional job search assistance. In November, there were 95 appointments, and year to date there were 392 appointments which includes the initial and subsequent appointments.

MOTION: KERNS MOVED TO ACCEPT THE OPERATIONS REPORT AND THE COMMUNICATION REPORT PER ATTACHMENTS PREVIOUSLY EMAILED TO MEMBERS. GOULD SECONDED. MOTION CARRIED UNANIMOUSLY.

Adjourned: 12:55 p.m.

NEXT MEETING: March 6, 2024 (Virtual) 12:00 PM