

RICHLAND-CRAWFORD WORKFORCE DEVELOPMENT BOARD MEETING
Executive Committee Meeting
February 21, 2017
Spherion Mid-Ohio
2282 Village Mall Drive, Mansfield, Ohio

Members present

William Moore
Scott Childers
Michele Meckes
Dorey Diab
Carl Neutzling
Matt McClester
Gary Frankhouse
Jenni Paramore
Lisa Clingan
Beth Delaney

Jenni called the meeting to order and thanked everyone for coming.

Policy updates and approval

Teresa explained that two meetings were held with the OMJ operators, Lori and Angela to review and update the policies. Teresa briefly reviewed the changes as noted on the attached table. Teresa explained that these policies will be posted on the website for the public to access at any time. Dr. Diab made a motion to approve the policy changes as presented. Scott seconded the motion. All approved and the motion carried.

| Policy | Summary of Changes |
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| Adult DW Work Experience Definition | Added some monitoring language, added youth, minimum and max for hours per week |
| Definition of Sixth Barrier – Youth | Meeting to discuss on 2/16 |
| Definition of Substantial Layoff – DW | “Substantial” to “mass”, simplified to OAC language. |
| Definition of Unlikely to Return – DW | Changed WIA to WIOA added OMJ.com |
| Determination of Dependent Status | Made changes to youth changes ages and definitions of dependence, added requirement for documentation |
| Eligibility for Intensive Services –Adult DW | Rescind- no longer needed |
| Eligibility for WIA Services Youth | Changed based on policy letter- lots of changes-taken from state policy |
| Eligibility for Training Services | Added youth and appropriateness, removed requirement for intensive services |
| Eligibility WIA Registered Core Services DW | Rescind and replace with career services |
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| Career Services | Basic, individualized, and adult, dislocated eligibility |
| ITA | Add youth and appropriateness, WIA to WIOA, added WIET link, remove nurse aide, changed three years to 2 as the maximum, changed e-college to online universities |
| Program Monitoring and Oversight | Changed role to WDB director, changed staff to YFC, added the % requirements for youth services |
| Provision of Rapid Response Services | Will provide next executive meeting - |
| Selection and Certification of Eligible Training Providers | Change link to OMJ |
| Self Sufficiency for WIA Intensive – training Services | Rescind |
| Serving Immediate Family Members | Amended for WIOA, simplified it, took out payment process as CFIS client tracker will replace it |
| Supportive Services | WIA to WIOA -do not do need related payments |
| Work Experience as an Intensive Services | Rescind – no longer needed |
| Incumbent Worker Training | Remove OJT and make it its own policy- added “to retain a skilled workforce’ |
| OJT | New policy- must complete training plan before participant can start, cap of \$6000 per participant –same as ITA, cap of \$60,000 per company per fiscal year. |
| RCJFS Procurement Policy | Revised and approved by ODJFS- important with procurement process |

Procurement –

- **Career Services – can be a sub award**
- **OhioMeansJobs Operator Services**
- **Youth Services**

Teresa provided five years of performance data for the career services. In all five years, the Career Services providers, Richland JFS and Crawford JFS met or exceeded the standards every year. Career services can be a sub award. It does not have to be part of the competitive RFP process. Teresa explained that a sub award with the local JFS agencies could allow more funding for training as they can access TANF funds also.

Teresa also discussed the OMJ operator RFP options. Rochester, New York has posted their RFP for \$6,000 for basic oversight of the one stop center. Stark and Tuscarawas County have released an RFP with no amount listed. They are looking for the mall manager model and will provide cost reimbursement only. Because this is new to them, they decided to just see what is out there and what the price would be. Butler/Clermont/Warren have put out an RFP with exact amounts for OMJ Operator and Career Services.

There was much discussion about the options available to the board. The consensus was that while the Board is satisfied with the Career Services providers, it does not hurt to put out the RFP to see what other best practices or services may be available. There was consensus on leaving the amounts open so that vendors do not back into a budget. The Board is interested to see if there are creative and cost effective solutions that could be developed and presented to the Board for consideration. Teresa asked about whether the board had a preference for one provider or multiple providers. Due to the diversity of the two counties, Richland and Crawford, it is best to leave it open for consideration. There will be no incentive or added points for serving both OMJ Centers.

Teresa explained that the Youth RFP is very similar to the one that was released in 2015. The major challenge is describing the changes that CCMEP brings to the process. The Youth RFP does have the same budget listed as the one in 2015, \$400,000.

Teresa explained that all documents for the RFP's will be posted on the website. All questions must be posted to the website or asked at the Technical Assistance Conference. If anyone is approached with questions about the RFP, please direct them to the website. This will help ensure a fair, open competitive process.

Questions about the Rating Committee were raised. There was a suggestion that the Executive Committee serve as the rating committee as they have been involved in the RFP development. All present agreed that they would serve as the rating committee and would rate all three services.

Director's evaluation

Teresa explained that the intergovernmental agreement states that the Board will provide an annual evaluation of the Director. An evaluation tool was provided. It will be sent to all of the Executive Board members via survey monkey to be completed and then presented to the County Commissioners. Jenni will be the one to review and present the evaluation to the Commissioners.

Meeting time

Jenni explained that the full board meetings have been changed to the third Wednesday of the month at 8:00 a.m. to foster more business engagement. For many people, it is easier to put something in their calendar at the same time each month. Jenni asked if there was a desire to change the Executive Committee meeting to the third Wednesday of the month at 8:00 a.m. It was a consensus to move the meetings to the third Wednesday of the month at 8:00 a.m.

Teresa reported that the OMJ partners worked on the strategic plan again. However, there are still some challenges in making the items specific and measurable. Teresa asked for permission to request a 30 day extension from ODJFS. Permission was granted.