**RICHLAND-CRAWFORD WORKFORCE DEVELOPMENT BOARD MEETING**

**May 17, 2017**

**Avita Health System Bucyrus Hospital**

**629 North Sandusky Ave., Bucyrus**

**Members in Attendance**

Scott Childers – Midas Auto Service & Tires Lisa Clingan – Richland Bank

Mark Hardin – Community Action Commission Sonja Pluck – Madison Adult Education

Michele Meckes – Mansfield City Aspire Program William Moore – Wagner Peyser

Sharlene Neumann – Richland JFS Traci Oswald – Avita Health Systems

Jenni Paramore – Directions Credit Union

Nanette Warnecke-Flood – Opportunities for Ohioans with Disabilities

**Members Absent:**

Tim Bowersock, Constance Coe, Beth DeLaney, Dr. Dorey Diab, Gary Frankhouse, Patricia Fisher, Veronica Groff, Neil Hergatt, Leigh Hile, Vicki Kane, Joe Kleinknecht, Matt McClester, Carl Neutzling, Jodie Perry, Jim Phillips, Zoi Romanchuk, John Sherels, and Sam VanCura.

**Workforce Development Board Staff:**

Teresa Alt- Administrative staff Deb Boyer – Administrative staff

**Commissioners in Attendance**

Darrell Banks - Richland County Mo Ressallat – Crawford County

Tony Vero – Richland County Doug Weisenauer – Crawford County

**OMJ Partners in Attendance**

Carmen Torrence – Richland JFS Cassandra Holtzmann – Crawford JFS

Lori Bedson – Richland JFS Melinda Crall – Crawford JFS

**Guests in Attendance**

Mary Bolin – Temp2Higher Karen Seman – RCDG

Linda Hess – NC State Rebecca Owens – Catholic Charities

Mitch Jacobsen – Catalyst Life Services Thomas Kluding –Ohio College Tech Prep

Aaron Rasmus – Infocision Laura Baker – Richland Cty Youth & Family Council

Amanda Sheets – Crawford County Success Center NCSC

**Welcome / Call to Order**

Chair Jenni Paramore called the meeting to order at 8:02 A.M.

**Approval of Minutes**

Jenni asked members to review the minutes of the March 15, 2017 Board Meeting minutes.

**Scott Childers made a motion to approve the minutes as presented, and Sharlene Neumann seconded the motion. The motion passed unanimously.**

**Rating Committee Recommendations**

All RFP bidders were excused at 8:07.

**Youth**

Teresa explained that there was one proposal that did not meet the initial screening criteria as the letter of intent was late and the provision of service matrix was not complete. All present agreed that this proposal would not be rated as it did not meet the initial criteria. That proposal was from Marion Goodwill Industries to serve Crawford County youth.

The committee reviewed the youth proposals in great detail as there were two proposals. Crawford County JFS proposed to serve 30 youth in Crawford County for $100,832. Catalyst Life Services proposed to serve 160 youth total, 120 in Richland and 40 in Crawford County for $400,000.

The committee recommends that Area 10 enters into an agreement with Crawford County JFS for Crawford County youth services and Catalyst Life Services for Richland County youth services. The committee also recommends that the fiscal agent and board director negotiate the sub award agreement after further fiscal review.

**Career Services**

Richland County JFS proposes to serve 200 individuals for $447,000 with career training, on the job training agreements, customized training agreements, and paid work experiences in Richland County.

Crawford County JFS proposes to serve 30 individuals for $157,000 with career training, on the job training accounts, and incumbent worker training.

**OMJ Operator Services**

Richland County JFS proposes to provide operator services for $86,410.43 for the Richland County site.

Crawford County JFS proposes to provide operator services for $83,000 for the Crawford County site.

The committee recommends Area 10 to enter into agreements with Richland and Crawford JFS for the above services.

The committee also recommends that the fiscal agent and board director negotiate the sub award agreement after further fiscal review. The committee would like to see additional outcome measures defined to promote innovation and exceed performance measures established by ODJFS.

There was further discussion about the proposals and the number of organizations that applied. Teresa did inquire with other Workforce Development Areas about the number of proposals that were received. Other areas experienced the same low response rate as Area 10.

Traci Oswald made a motion to accept the rating committee’s recommendations regarding the youth, career, and OMJ operator service providers. The Youth agreement is for one year, with a possible extension for one year. The Career and OMJ Operator service is for two years with a possible two year extension. Sonja Pluck seconded the motion. Jenni began the roll call vote.

Members in attendance:

Scott Childers- aye

Lisa Clingan aye

Mark Harden – aye

Michele Meckes - aye

William Moore - aye

Traci Oswald – aye

Jenni Paramore - aye

Sonja Pluck aye

Nanette Warnecke-Flood – abstain

Sharlene Neumann – excused as bidder

The motion passed. Teresa will work with Carmen to get the resolutions to the County Commissioners for approval to enter into sub grant agreements and contracts with the providers.

Bidders returned to meeting at 8:20 A.M.

**Fiscal Reports**

Carmen Torrence presented the Crawford and Richland Counties detailed finance cost reports for period July 2016 – March 2017. Carmen noted the breakdowns of the spending on Individual Training Accounts and Incumbent Worker/On the Job Training accounts are not available for this meeting due to the MOU process. The breakdowns will either be presented at the July meeting or emailed to members.

Mitch Jacobsen presented the Youth report. There are one hundred and eighteen eligible and one hundred and ten who are enrolled in WIOA Youth program. 15 In school youth, 95 Out of school, 83 from Richland County and 27 from Crawford County. Thirty five youth are employed, 27 from Richland and 8 from Crawford County.

Cassandra Holtzmann presented the Crawford County OhioMeansJobs Center visit summary report. There were 383 clients and 930 total visits to the Crawford County OMJ Center from March 15, 2017 through May 15, 2017. Most of the visits were to use the resource room or to attend an employer recruit or interview.

Lori Bedson presented the OhioMeansJobs Center visit summary report for Richland County. Richland OMJ Center had 2,891 visits from March 1, 2017 through May 16, 2017. 1,129 clients checked in to the Resource Room services, while 237 attended a Job Search workshop. Lori noted that the demographic using the center the most are female, employed, with a high school diploma. Lori also commented that the center is not getting a lot of veteran traffic and they want to focus on them more. Services currently being focused on include: career pathways, stackable certificates and how to help those that are employed increase their skill level. The center is also trying to get employer feedback although it is difficult.

Cassandra commented that Crawford is trying to get more familiar with HR Departments and hopefully that will help build communication with the employers. Mary Bolin suggested inviting the OMJ centers to other meetings where employers may become more familiar with the services being offered.

**Other Business**

Business engagement was discussed again. There have been recent efforts to engage businesses, but it has not resulted in any new business members. Tony Vero suggested that the Board choose to target 5-10 employers who could utilize WIOA funds for their workforce and attempt to engage them with the Board. Past efforts to engage business have been very broad or targeted at employers who likely do not need WIOA funds for their workforce development.

Now that procurement and other WIOA transitions have been completed, the Board’s agenda can be focused on business/employer needs.

Meeting was adjourned at 9:05 A.M.

**Upcoming Workforce Development Board meeting:**

June 21, 2017 8:00 A.M. – 9:00 A.M. Workforce Development Board Executive meeting. Location to be determined.

July 19, 2017 8:00 A.M.-9:00 A.M. Workforce Development Full Board meeting. Location to be determined.

Reported by:

Deb Boyer