

**Area 10**  
**RICHLAND-CRAWFORD WORKFORCE DEVELOPMENT BOARD MEETING**  
**April 20, 2021 – 11:30 AM**  
**Zoom Meeting**

**Members in Attendance:**

Jeremy Knisely – ODJFS Wagner Peyser	Beth DeLaney – Mid-Ohio Spherion
Jim Phillips - Vitro	Sonja Pluck – Madison Adult Education
Traci Oswald – Avita Health Systems	Sam VanCura – Total Performance Inc.
Nikia Fletcher – Mansfield City Schools	Dr. Dorey Diab – North Central State College
Mandy Davis – Ohio Health Mansfield, Shelby	Helen McNamara – Opportunities for Ohioans with Disabilities
Jenni Paramore – Directions Credit Union	Matt McClester – Labor Rep
Gary Frankhouse – Galion Prints & Paints	Cassandra Holtzmann – Crawford County JFS

**Members Absent:**

Carl Neutzling, Aaron Rasmus, Melody Pangborn, Jeff DeVito, Sharlene Neumann, Charlie Powell, Miranda Jones, Tim Bowersock, Zoi Romanchuk

**Workforce Development Board Staff:**

Teresa Alt – Administrative Staff

**Commissioners in Attendance:**

Darrell Banks – Richland County	Doug Weisenauer – Crawford County
Tony Vero – Richland County	Larry Schmidt – Crawford County
Cliff Mears – Richland County	

**OMJ Partners in Attendance:**

Lori Bedson – Richland County OMJ	Carmen Torrence – Richland County JFS
Angela Neef – Crawford County OMJ	Ike Hickman – Community Action
Jill Gantt – ODJFS	Mitch Jacobsen – Catalyst Life Services
Marci Kopp – Richland County JFS	

**Guests in Attendance:**

Linda Hess – North Central State College	Clint Knight – RCDG
Michele Giess – Richland Newhope	Rebecca Owens – Catholic Charities
Sherri Tinch-Greter – Crawford Partnership	Steve Russell – Mansfield/Richland Public Library
Kris Subler – Thomas P Miller & Assoc	Laura Montgomery – Catalyst Life Services
Roy Vanderford – Thomas P Miller & Assoc	Jack Friend – Akron Goodwill
Kody Kreglow – Richland Newhope	Tionna Perdue – North End Community Improvement Collab
Megan Ingram – Thomas P. Miller & Assoc	Crystal Davis-Weese – North End Community Improvement
Collab	

**Welcome / Introductions:**

Jenni Paramore called the meeting to order at 11:32 AM via Zoom. Jenni welcomed the members and guests in attendance.

**Review/Approval of Minutes:**

Jenni asked members to review the minutes of the January 19, 2021 Full Board Meeting and the minutes of the February 16, 2021, and March 16, 2021 Executive Committee meetings.

**Beth DeLaney made a motion to approve the minutes. Dr. Diab seconded the motion. The motion passed unanimously.**

**Fiscal Report:**

Carmen reviewed the Fiscal Report as of the Quarter Ending March 31, 2021. She stated the State Fiscal Year (SFY) 2021 funds must be spent or accrued by June 30, 2021. The liquidation period for these funds is September 30, 2021. Carmen noted the area has not yet started to obligate State Fiscal Year 2022 funds as it is working to spend SFY21 funds first.

Dr. Diab asked what the plan is to spend the balance of SFY21 funds. Carmen responded that if Richland County and the Fiscal Agent continue spending at the current levels, they will spend all but approximately \$28,000. Dr. Diab asked if the counties can transfer money amongst themselves to utilize the allocations, and Carmen responded that they can and that they have in the past.

Dr. Diab suggested members contact the Executive Committee if they have any ideas or suggestions on utilizing the remaining balance of SFY21 funds. Linda Hess asked when the SFY21 funds must be spent, and Carmen responded they must be accrued by June 30, 2021, and liquidated by September 30, 2021. Teresa Alt noted that the entire state is in the same situation.

Jill Gantt asked if funds can be used to enter a contract for a virtual career job fair, and Teresa Alt responded the area has been looking into Premier Virtual. Jill stated she has seen a lot of success with virtual job fairs throughout the state.

**Procurement – CCMEP and OMJ Operator:**

Before discussing the rating committee's notes, Teresa created a separate breakout room and removed the bidders from the discussion.

*CCMEP –*

Teresa stated there were two bidders for the Richland County CCMEP program and two bidders for the Crawford County CCMEP program. She reviewed the strengths and areas of improvement for each proposal. The rating committee recommended awarding Catalyst Life Services \$353,016 for the Richland County CCMEP program and awarding Crawford County JFS \$81,856 for the Crawford County CCMEP program.

*OMJ Operator –*

There was no competition for the OMJ Operators. Therefore, the rating committee recommended awarding Richland County JFS \$126,053.95 for Richland County OMJ operations and awarding Crawford County JFS \$89,680.01 for Crawford County OMJ operations. Dr. Diab asked about the budgets since there was no competition, and Teresa responded that outside entities reviewed the budgets and no issues were reported.

Traci Oswald asked how the funds were determined between Richland and Crawford. Teresa stated that \$89,680.01 was available for a competitive bid; however, nine elements had already been awarded to Crawford County. She noted the amount was determined based on population and allocation as awarded by the state.

There were no other questions. Teresa brought the bidders back into the meeting.

**Dr. Diab made a motion to approve the following:**

- **Catalyst Life Services \$353,016 for Richland County CCMEP services**
- **Crawford County JFS \$81,856 for Crawford County CCMEP services**
- **Richland County JFS \$126,053.95 for Richland County OMJ operations**
- **Crawford County JFS \$89,680.01 for Crawford County OMJ operations**

**Sonja seconded the motion. Teresa launched a poll for members to vote. The motion passed unanimously.**

**Local/Regional Plan:**

Teresa introduced Kris Subler and Roy Vanderford from Thomas P. Miller & Associates. Kris and Roy have been working with Teresa to update the Local Plan. Kris stated the plan is due to the state by May 28 but must first go out for public comment.

Kris asked members for their input in the following areas:

- Collaboration with JobsOhio
- Goals for preparing an educated and skilled workforce, including those with barriers to employment
- How the Board strategizes to implement the goals from the Combined State Plan
- Strategies to work with entities that carry out core program and required partners to align resources available to the local area
- Strategies the Board uses to meet the needs of businesses in the region
- Coordination with local economic development entities

Several members provided suggestions, input, and goals for the Local Plan. Kris asked members to please contact Teresa with any questions or more information as she is the point of contact.

**Business Outreach Reports, Youth Reports, OMJ/Career Services Reports:**

In the interest of time, all vendor and staff reports were e-mailed to members. Jenni asked members to please review the information and e-mail her and Teresa with any questions or comments.

**Other Business / Upcoming Meetings:**

Clint reminded members of the Youth Job Fair on May 6. There are 40 employers scheduled to be in attendance, and the event will be held at Mid-Ohio Educational Service Center.

Executive Committee meetings: May 18 @ 11:30 AM and June 15 @ 11:30 AM – both by Zoom

Full Board meeting: July 20 @ 11:30 AM by Zoom

The meeting adjourned at 12:57 PM.

Reported by:

Marci Kopp