

MAY 3, 2021 – 9:00 AM

IN-PERSON & VIRTUAL MEETING OPTIONS

OHIO VALLEY EMPLOYMENT RESOURCE

WORKFORCE DEVELOPMENT BOARD MEETING

NOBLE COUNTY FAIRGROUND COMMUNITY BLDG

CALDWELL, OHIO

ZOOM link: <https://us02web.zoom.us/j/86557838588?pwd=MTJXZzBLaWpKNWxwb1hscVJRK1ZvZz09>

Meeting ID: 865 5783 8588

Passcode: 060556

One tap mobile

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DRAFT MINUTES

Welcome to the 1st mixed in-person/virtual meeting-Please announce yourself when voting

WDB Attendance:

Ann Block, Monroe County

Jeff Smith, Monroe County

Jeff White, Monroe County

Daryl Jones, Morgan County

Michele Blackburn, Morgan County (virtual)

Chasity Schmelzenbach, Noble county

Allen Fraley, Jr., Noble County

Herman Gray, Jr., Noble County

Jennifer White, Washington County

Pamela Lankford, Area Wide (virtual)

Stephen Carson, Area Wide (virtual)

Travis Stewart, Area Wide (virtual)

Jesse Roush, Area Wide (virtual)

Tony Huffman, Area Wide (virtual)

Others in Attendance:

Rebecca Safko, Executive Director, OVER

Michelle Hooper, Grants Assistant, OVER

Felicia Pittman, Monroe CDJFS (virtual)

Kimberly Foreman, Morgan CDJFS (virtual)

Misty Wells, Noble CDJFS (virtual)

Amanda Sutphin, Washington CDJFS

Brandi Beaver, Buckeye Hills Regional Council (virtual)

Sam Miller, Buckeye Hills Regional Council (virtual)

David Scheimann, Washington State CC (virtual)

George Bilokonsky, Washington State CC (virtual)

THE PLEDGE OF ALLEGIANCE TO THE FLAG led by Board Chair, Herman Gray, Jr.

DRAFT MEETING MINUTES – February 1, 2021 Draft were presented for review. **WDB Motion 28-20 to accept the February 1, 2021 minutes. Motion by: Ann Block; Second by: Allen Fraley. Motion passed.**

ELECTION OF OFFICERS

- Bylaws require annual election of officers, 7/1/21-6/30/22. Nominations from the floor
 - WDB Chair – Herman Gray was nominated by Jeff White to continue chair role.
 - WDB Vice-Chair – Ann Block was nominated by Jeff Smith to continue vice-chair role.

WDB Motion 29-20 to close nominations and accept Herman Gray and Ann Block to the 7/1/21-6/30/22 as Chair and Vice-chair officers, respectively. Motion by: Jennifer White; Second by: Daryl Jones. Motion passed.

WORKFORCE DEVELOPMENT BOARD MEMBERS TERMS EXPIRING 6/30/2021

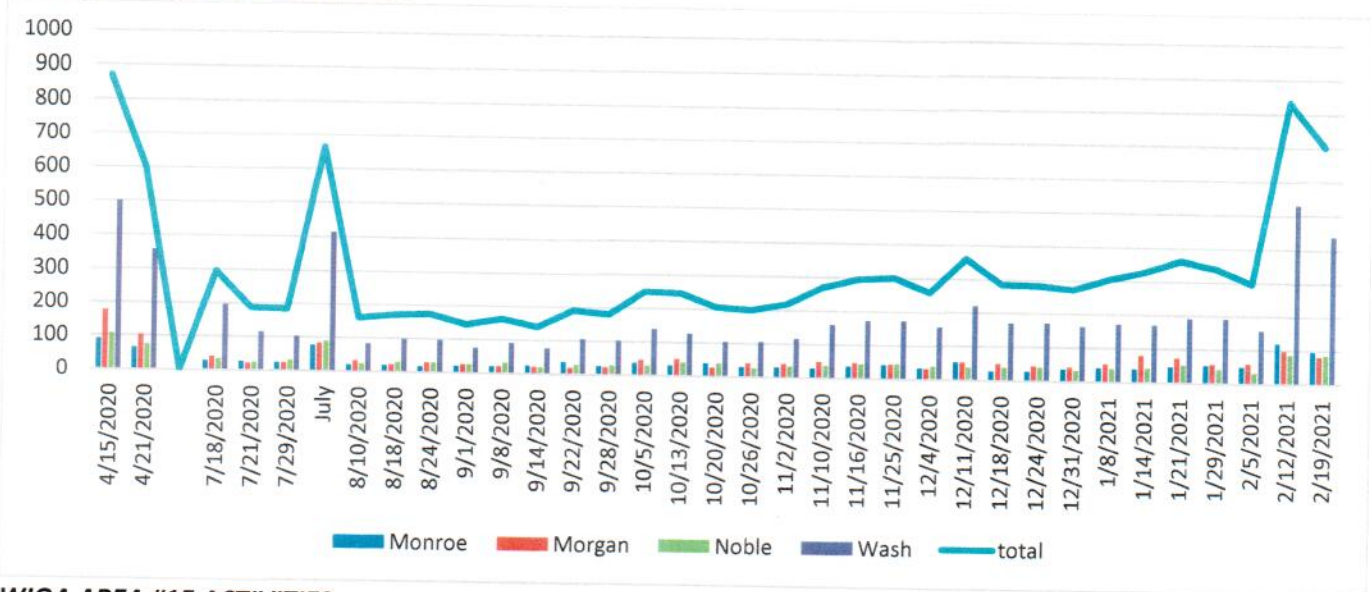
- Monroe-Jeff Smith/Jeff White
- Morgan-Laurene Huffman/Daryl Jones/Michele Blackburn
- Noble-Herman Gray, Jr.

- Washington-Jennifer White/Nathan Lord
- Area Wide-Troy Ferrell/Jesse Roush
- Re-appointments are for a two-year term; 7/1/2021-6/30/2023

All agreed to continue on the board and will be presented today at the COG meeting for re-appointment.

COVID-19

Weekly unemployment recipients:



WIOA AREA #15 ACTIVITIES

- Expenditures as of 3/31/21 were presented and discussed. Overall, 28.4% spent of available funding. Funding 18-19 & 19-20 unspent by 6/30/21 will be returned to the State.
- WIOA PY20 Q2 Unadjusted Performance Report was shared with the group. Final PY19 Report still has not been received from the State. (Final is adjusted for participant demographics.)
- One-Stop counts January - March 2021, prepared by OVER, was presented. Slight increase in total visits with a slight drop in referrals from the prior quarter.
- One-Stop Report provided by Amanda Sutphin, WCDJFS, One-Stop Operator
- State WIOA program monitoring completed with no significant observations.
- OVER Audit Release - Full audit can be viewed by clicking here: [View Audit Report Documents](#) changes were made in intergovernmental accounts and reclassifications between accounts.
- Annual switch of EEO/Complaint Officers effective 7/1/2021-6/30/22
 Monroe County- Michelle Speelman, EEO Officer Morgan County-Ginger Bowen, Alternate EEO Off.
 Washington County-Dawn Freeland, Hearing Officer Noble County-Tracy Saling, Alt. Hearing Officer
- Partner & Resource Room Updates (**Counties in alphabetical order – OMJ partners wishing to provide updates, please indicate in chat box and you will be called after**) Monroe OMJ is open to the public but are asking customers to make appointments. Not much foot traffic. Morgan OMJ is also open to the public limited to 2 people in the resource room due to space restrictions. Been helping mostly with unemployment issues. Noble OMJ is no longer highest in UI and they have been seeing more customers and are open to the public. Aspire classes are picking up and they have been doing some mass marketing. Increasing out of school youth/work experience has been a challenge. Washington OMJ remains open and they alternate customers among 7 computer stations. They have had more customers filing for UI than looking for jobs but expect that to be ending soon. They have been back in the schools connecting with youth and are using a poster with QR code. Participating in career fair with Washington county Career Center (WCCC). WCCC is holding a medical event on Friday and two weeks prior held an industrial event. High school students were bussed in. There will be a CDL event May 15h in the old Kmart parking lot in Marietta. Washington State Community College has been collaborating with WCCC on industry recognized credentials.

WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES

- Incumbent Worker Projects for approval \$42,910.68. The WDB Executive Committee approved the Washington CDJFS ones due to timing of trainings. **WDB Motion 30-20 to accept incumbent worker projects as presented and approved by WDB executive committee. Motion by: Jeff White; Second by: Daryl Jones. Motion passed. Tony Huffman abstained. Michele Blackburn had left the meeting prior to the vote.**

| WIOA Agency | Company | Training | Credential | # to be trained | Cost | WIOA Share of Cost |
|------------------|---------------------------|---|----------------------|-----------------|-------------|--------------------|
| Monroe CDJFS | Solvay Specialty Polymers | Fugitive Emissions & LDAR | Trinity Consultants | 3 | \$6,500.00 | \$3,250.00 |
| Monroe CDJFS | Solvay Specialty Polymers | SAP Train-the Trainer | TYNES-IMC | 2 | \$11,200.00 | \$5,600.00 |
| Monroe CDJFS | Solvay Specialty Polymers | Pressure Relief Valve Trng | JAC Consulting Inc. | 4 | \$14,600.00 | \$7,300.00 |
| Monroe CDJFS | Solvay Specialty Polymers | OSHA Certified non-mobile signalperson/load rigging certification | | 4 | \$2,600.00 | \$1,300.00 |
| Washington CDJFS | Marietta Health Systems | Pharmacology & Medication Administration | WCCC | 7 | \$9,963.84 | \$4,579.68 |
| Washington CDJFS | Marietta Health Systems | Theory, Skills & Pharmacology & Medication Administration | WCCC | 9 | \$25,439.40 | \$10,881.00 |
| Morgan CDJFS | MIBA Bearings US, LLC | National Surface Finishing | NASF/AESF Foundation | 10 | \$20,000.00 | \$10,000.00 |

- Personnel Committee –
Members: Allen Fraley, Sherri Becker and Laurene Huffman
 - Job descriptions presented– appraisal of performance to be presented at next meeting **WDB Motion 31-20 to accept Executive Director and Grants Manager positions as presented with the addition of a revision date. Motion by: Daryl Jones: Second by: Ann Block. Motion passed.**
 - Appalachian Ohio Manufacturing Council - Reimbursable Personnel Contract – This is a small grant that will entail AOMC hiring an employee and AOMC has asked OVER to be the payroll processor. **WDB Motion 32-20 to allow OVER to be the payroll processor limited to specifics of the grants. Motion by: Jeff White; Second by: Jennifer White. Motion passed.**
- Apprenticeship Sponsorship of Caldwell Water Operator and Waste Water Operator-discussions were held regarding changes in the Federal Regulations and concerns of the responsibility of the sponsors moving forward. Motion was tabled until Jeff Smith could look further into this and contact the State Program Administrator and Julie Mettler and report back to the WDB Executive Committee. The WDB Executive Committee would then determine decision whether to be an Apprenticeship Sponsor.
- Aspire Grant Review – call for a committee. Ann Block, Chasity Schmelzenbach and Stephen Carson agreed to get together to review the information.
- Business Resource Funding – \$177,320 through June 30, 2021. An extension has been requested. WDB Business Committee Members: Allen Fraley, Jr., Sherri Becker and Jesse Roush
 - OhioSE Virtual HR 4-series presentations by Denise Ball of ToolingU for Employers was attended by approx. 20 employers.
 - Virtual Employer Presentations RFQ due 4/26. One proposal was received from D Byers & Associates LLC.

- Other Possibilities: Workkeys bootcamp, videos -local employers, expansion of survey-healthcare Discussions were held on advertising and utilizing various media (ie, Results Radio, Spotify, Pandora, Billboards). The importance was stressed on the design of the advertisement especially regarding billboards.

WDB Motion 32-20 for the WDB Business Committee to reconvene and move on expending the business resource funding. Motion by Jennifer White; Second by: Jeff Smith. Motion passed.

- Opioid Grant Update – grant extended to March 2022; State still hasn't released their 3 video modules geared toward Employers and Employees.

Committee Members: Chasity Schmelzenbach, Sherri Becker, Stephen Carson, Laurene Huffman and Shawn Ray (Noble Cares)

- Buckeye Hills has request 80K to extend Opioid Resource Navigator position
- Noble CDJFS has requested 50K for a Telecommunicator/Dispatcher and 38K for a Treatment Navigator/Clinician

5K would be reserved as admin which would allocate the remaining 173K balance

Chasity Schmelzenbach requested that Buckeye Hills expand to focus to all four counties as much of the current information is Washington County.

WDB Motion 33-20 to approve the extension of the Buckeye Hills contract for the Resource Navigator and include the addition of the Dispatcher and Treatment Navigator under Noble CDJFS under the opioid grant. Motion by: Allen Fraley; Second by: Jeff White. Motion passed. Chasity Schmelzenbach abstained.

- Flood Grant Update– transfer paperwork for the trailers and supplies has been accepted by Malta, Washington and Noble.
- Local Monitoring –monitoring reviews indicate satisfactory performance. Rebecca commended the counties during this difficult COVID period.
- Subgrant of the WIOA adult and DW programs and youth case management and 4 elements that do not require procurement: occupational skill training, supportive services, follow-up and labor market and employment information for 7/1/21-6/30/22. **WDB Motion 34-20 to approve the extension for 7/1/21-6/30/22 of the subgrant of the WIOA adult and dislocated programs and youth case management and elements procured previously. Motion by: Ann Block; Second by: Chasity Schmelzenbach. Motion passed.**
- Allocation of 21-22 formula grants based on State calculation
We are in the situation of returning several thousands to the State at the end of June of unused carryover. WIOA15 will start the new year with approximately a full years' worth of carryover, as we will be working hard just to minimize return of this year's carryover. Area 14 contacted our area and has a need for additional funding. If our area returns funding to the State, it loses its identity and is no longer used on participants. If our area would transfer to WIOA14 (specifically Athens and Perry counties) this will be used to help participants. WIOA14 has asked for 181k in adult and 5K in dislocated worker funding.
WDB Motion 35-20 to give Area 14(Athens/Meigs/Perry) 181K in Adult and 5K in Dislocated Worker funding of old money instead of returning to the State and to allocate 21-22 formulas grants initially based on State calculation. Motion by: Chasity Schmelzenbach; Second by: Tony Huffman. Motion passed.
- Youth Elements for PY 2021 approval (program operators who bid on youth elements were extended above) **WDB Motion 36-20 to approve the following youth elements/providers for 7/1/21-6/30/22: Monroe County: GMN (all 14 youth elements on TANF year) and Carlisi & Associates; Morgan County: Morgan County Transit; Noble County: tutors, Morgan County Transit and BB2C; Washington County: BB2C and Morgan County Transit. Motion by: Allen Fraley; Second by: Jeff Smith. Motion passed. Pamela Lankford abstained.**
- Reemployment Services and Eligibility Assessments (RESEA) just started the beginning of March.
- Local and Regional Workforce Plan Survey -2021-2025 in public comment: [Workforce Region | over omj15.com](https://workforce.region15.com) comments due by 5/29/21. June 1 is plan deadline.
Discussion of labor participation and commuter patterns, Outreach ideas and Recommendations

WDB Motion 37-20 to have plan in public comment and empower Herman Gray, Chair and Rebecca Safko, WDB Director to submit plan by June 1, 2021. Motion by: Chasity Schmelzenbach; Second by: Ann Block. Motion passed.

ITEMS FOR NEXT MEETING Plan to be reviewed during August meeting.

FUTURE MEETING DATES: State budget in legislation allows virtual through 12/31/21-pending passage. Mondays, 8/2/21 and 11/1/21 at 9:00 am at Lori's Restaurant as meeting guidelines permit.

ADJOURNMENT: WDB Motion 38-20 to adjourn. Motion by: Jeff White; Second by: Chasity Schmelzenbach. Motion passed.

Approved By: 
WDB Chair or Vice Chair

Date: 08/02/2021