



**OHIO VALLEY EMPLOYMENT RESOURCE
WORKFORCE DEVELOPMENT BOARD
AUGUST 5, 2024 – 9:00 AM
LORI'S RESTAURANT, CALDWELL, OHIO**

**ANN BLOCK, WDB CHAIR
PAMELA LANKFORD, WDB VICE-CHAIR**

MINUTES

WDB Attendance:

Ann Block, Monroe County
Tru Jorris, Monroe County
Laurene Huffman, Morgan County (Virtual)
Wendy Elliot, Area Wide
Mel Bragg, Morgan County
Chuck Warner, Noble County
Chasity Schmelzenbach, Noble County
Jeremy Welch, Morgan County
Jennifer White, Washington County

Linn Yost, Washington County
Sam Skinner, Washington County
Travis Stewart, Area Wide
Herman Gray, Jr., Noble County
Pamela Lankford, Area Wide
Tony Huffman, Area Wide
Stephen Carson, Area Wide (Virtual)

Others in Attendance:

Rebecca Safko, Fiscal Administrator, OVER
Janell Comstock, Program Administrator, OVER
Melissa Fernandez, Career Advisor, OVER
Evan Schaad, WCCC
Felicia Pittman, Monroe CDJFS

Kimberly Foreman, Morgan CDJFS
Teiara Saling, Noble CDJFS
Stephanie Canfield, Washington CDJFS
David Hermann, WSCC

THE PLEDGE OF ALLEGIANCE TO THE FLAG was led by Board Chair Ann Block. Followed by Introductions made by everyone in attendance.

DRAFT MEETING MINUTES Motion 1-24 to accept the May 6, 2024, minutes. Motion by: Steve Carson ; second: Jeremy Welch; motion passed.

WDB Member Terms Expiring 6/30/24:

Monroe

Ann Block
Tru Jorris

Morgan

Jeremy Welch

Noble:

Chasity Schmelzenbach

Washington

Linn Yost

Area Wide:

Pamela Lankford-Washington Co

Tony Huffman-Washington Co

Travis Stewart-State

Stephen Carson-State

Confirming approvals for reappointing memberships with the COG.

All Members approved to move forward with their membership.

Consent Agenda (Sent out by email prior to meeting; not copied for meeting) **Motion 2-24 to accept the consent**

agenda. Motion by: Steve Carson ; second: Jeremy Welch; motion passed.

- WIOA PY23 Unadjusted Performance Report Qtr3
- One-Stop counts April-June 2024
- One-Stop Report April-June 2024
- Combined County Report April-June 2024
- GRIT and DOL WORC Report April-June 2024

WIOA AREA #15 ACTIVITIES

- Recapped training and support report- WBD wants to continue to report quarterly to have knowledge of what services are needed per county.
- Recapped Area expenditure report- OVER requesting to transfer youth admin of \$75,000.00- split 20-Morgan, 20-Monroe, 25-Noble. **Motion 3-24 to approve transfers Motion by: Herman Gray, Jr. ; second: Mel Bragg; motion passed.**
- Reviewed New allocation distribution- Presented the 3 options of allocations per county; Program Operators shared insight on options B & C would be more appropriate due to their low expenditures in DLW funds. **Motion 4-24 to approve option B for new allocation distribution Motion by: Herman Gray, Jr. ; second: Jeremy Welch; motion passed.**
- Policy Updates for Monitoring, IWT and Work Experience- WBD requested showing the breakdown of expenditures on private, government, laborer organized for IWT in the Area. Requested modifications of verbiage to the policy update including In-Demand occupations for training and private sectors for healthcare and changing 25% to 35%. Modifications will be submitted via email to the board for voted approval. WBD agreed to request \$200,000.00 for special funds for IWT. **Motion 5-24 to approve changes for the monitoring policy by: Linn Yost; second: Mel Bragg; motion passed. Motion 6-24 to approve changes for Work Experience policy by: Jeremy Welch; second: Linn Yost; motion passed.**
- Partner & Resource Room Updates
Noble: Increase in training for LPN, RN, CDL- Dually enrolling individuals with WIOA & Grit. Currently 5 Highschool Seniors completing and 1 DW. Participating in back to school outreach events. OMJ Center job search has increased. Partner Meeting will be held September 10th at the Noble JFS office. Monroe: Preparing for SNAP E & T redesign is to be effective: October 1, 2024, busy with weekly trainings and preparations of how the implement will affect the workforce (indicated with all 4 counties). Had success with 2 re-entry participants for CLD certification now trying to obtain employment. Currently 26 active summer youth and 16 will be continuing with CCMEP. IWT's for Heavy Plate, Westfall Florist, Monroe Sheriff's Department. Monroe JFs will be participating in a back to school clothing program and OMJ staff are assisting with distribution. Morgan: 5 DW- 2 at WCCC, 2 at MidEast and 1 in CDL training. Sending Grit referrals for dually enrolling participants to assist with funding of tuition. IWT for Miba and Morgan county dispatch. Excited about the Unemployment pilot to start within the OMJ Center and participating in the hiring process (indicated with all 4 counties). OMJ Staff making preparations and planning for the annual hiring event on October 5, 2024. Staff are also preparing for the upcoming school year with weekly in person visits. Scheduled to attend and outreach the programs at the upcoming county fair. Washington: Opioid Grant for the recovery program is looking to hire a recovery support worker to help navigate workforce employment needs. Currently 170 active youth participants. Expected changes occurring within the OMJ: New UI representative, Brenda Robinson- Youth CW retiring, Jessica Hill- New Youth CW, Peggy Mcelfresh - DW Adult CW moved to Re-Entry location (1115 Gilman Ave), and participating in preparations for the Snap E & T.

WORKFORCE DEVELOPMENT BOARD ROLES AND RESPONSIBILITIES

- RFP Committee Recommendation-
 - PY 24 Youth Contracts- **Motion 7-24 to approve per county proposal Motion by: Jennifer White. ; second: Herman Gary, Jr.; motion passed.**
 - One Stop MOU with Performance Metrics Included- Following for 1year by OVER reporting updates to WBD Quarterly.
- Business Outreach Committee Update
 - Employee Development Fund (IWT)- **Motion 8-24 to approve Miba IWT for \$1750.00 for Hazwoper Training by: Jeremy Welch. ; second: Jennifer White.; motion passed. Tony Huffman Abstained.**
- Career Navigator Contract Washington County DJFS & OVESC- **Motion 9-24 to approve renewal of contract with performance measurements Motion by: Tony Huffman; second: Mel Bragg; motion passed. Linn Yost and Pamela Lankford Abstained.**
- GRIT Ad Hoc Committee-Upcoming Meeting in September (virtually) extended invite to anyone wanting to be included. Currently laying out all area resources for Asset Mapping to ensure GRIT is filling in the gaps to areas it can support.
- One stop Certification-Washington County- Completed and awaiting ADA compliance **Motion 10-24 to approve certification once pending ADA compliance is received Motion by: Jeremy Welch ; second: Jennifer White; motion passed.**
- Unemployment Insurance Pilot Program- State requested Area 1 & 15 for UI pilot. COG- approved and OVER has completed the interviews of applicants- awaiting approval of BCI checks. UI hires will onto 8 weeks of training and there will be 1 hosted per OMJ Center per County. Michelle Finch (RESA) will also be attending the training to be an overseer for UI Staff.
- Annual Conflict of interest Forms- Attending members signed and Melissa Fernandez collected.
- A Stronger Workforce for America Act (ASWAA) Discussion
- Staffing Changes/Updates- Stephanie Schott- Full time GRIT Coach; has been steadily busy with referrals from OMJ Centers. Eleanor Smith- Resigned from OVER July 1st 2024; currently hiring for her position interviews set for August 9, 2024. Melissa Fernandez- Hired for GRIT and is now transitioning to Fiscal & Admin Clerical Duties. Michelle Finch- Continuing RESA and partaking in UI training to start overseeing new hires. Over will be gaining 4 new Unemployment representatives onto the team starting August 19, 2024.
- January - Joint WDB/COG for area planning followed by Recognition of Participants- Discussion about hosting at Lafayette Hotel. Forgo February's meeting and utilize time to generate a strategic plan for the upcoming years. Have area speakers, breakout groups, and discussions on goals/missions. Ending with awarding community impacting partners and program operators. ALL agreed in taking the next steps of planning. Janell Comstock will be sending out information to the board, expected by November.

ITEMS FOR NEXT MEETING:

Committees

Executive

Jennifer White - Washington
Chasity Schmelzenbach-Noble
Stephen Carson-Morgan
Jeff White-Monroe
Ann Block-Monroe alternate*
Pamela Lankford-Washington
alternate*

Personnel

Laurene Huffman
Jennifer White
Tru Jorris

Business Outreach

Ann Block
Neil Polk
Linn Yost
Gwynn Stewart
Felicia Pittman
Kim Foreman
Stephanie Canfield
Teiara Sailing
Pamela Lankford

OMJ Certification

Stephen Carson-Morgan
Chasity Schmelzenbach-Noble
Ann Block-Monroe
Heidi Comstock-WCCC

Opioid Grant-Recovery

Chasity Schmelzenbach
Stephen Carson
Laurene Huffman
Shawn Ray (Noble Cares)
Pamela Lankford

RFP Rating

Chasity Schmelzenbach
Stephen Carson
Travis Stewart

GRIT Ad Hoc

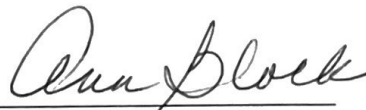
Pamela Lankford
Evan Shaad
WSCO Rep TBD-D. Hermann
Laurene Huffman
Jeff Smith
Chasity Schmelzenbach
Felicia Pittman
Kim Foreman
Stephanie Canfield
Teiara Sailing

FUTURE MEETING DATES: Mondays, 11/4/24 at 9:00 am at Lori's Restaurant.

ADJOURNMENT: WDB Motion 11-24 to adjourn. Motion by: Jennifer White; Second by: Herman Gary, Jr..
Motion passed.

Approved By: _____

WDB Chair or Vice-Chair



Date: _____

