

**MINUTES OF A MEETING OF THE  
EXECUTIVE COMMITTEE  
OF THE  
LAKE COUNTY WORKFORCE DEVELOPMENT BOARD  
March 2, 2017 – 8:00 AM  
Panera Bread Company - Points East Plaza - Mentor, Ohio**

**Committee Members Attendance**

Allen Weaver  
Sam Delzoppo  
Maggie Lynch  
Dan Dietrick

Gale Leonard-Stawiery  
Eric Barbe  
Gretchen Skok-DiSanto

**Staff Attendance**

Bob Dawson  
Leslie Ryan

**Call to Order:**

Chairman Allen Weaver called the meeting to order at 8:00 AM.

**Approval of Minutes:**

Gale Leonard-Stawiery moved to approve the minutes from the September 30, 2015 meeting. Eric Barbe Seconded the motion. All were in favor; motion carried.

**New Business:**

Bob Dawson stated that WDB members and the Board of Commissioners had received the live link to the NOW Regional Plan with local area plans (addendums) along with hard copies of the NOW Plan Executive Summary and the Area 5 Local Plan. Bob gave a brief overview of the planning process as dictated by the Workforce Innovation and Opportunity Act (WIOA) and state policy. The State of Ohio completed their required “Combined” (workforce) plan for the DOL. WIOA stipulates a regional planning process supported by local area plans both of which umbrella under the state plan. The governor established regional planning areas revolving mostly around the state’s metropolitan areas. We are part of the Northeast Ohio Workforce (NOW) planning region along with Cuyahoga/Cleveland, Lorain, Summit/Medina and Geauga/Ashtabula/Portage (GAP). Bob emphasized that Leslie Ryan had taken the lead role in the process for Area 5.

Leslie Ryan provided an overview of the Regional and local four year plans which serve as a roadmap to getting things done locally and regionally. Leslie explained that we began meeting on a regular basis in 2015. The WDB’s were given a \$90,000 Grant for Regional Planning. The WDB’s then issued a joint RFP and hired a consultant to develop the Regional Plan. The Consultant Team conducted over 140 interviews across the Region, data mining for the Region and Labor Market Research. Locally, Commissioner Judy Moran, Laura Barnard from Lakeland Community College, Allen Weaver, Roger Sustar, OMJ Staff and local economic entities participated in this process. We supplemented the Regional Data with local EMSI Reports and Wanted Analytics Data. Locally, we are focusing on industry sector and engaging the underemployed and unemployed. As a Region we held a Workforce Summit on June 1, 2016. Over 200 individuals participated in the Summit. Input from this event will help us to formulate common strategies and practices.

Leslie talked about the Regional Plan which highlights Healthcare Manufacturing and IT/Digital Skills as the top key industry sectors in our Region. She talked about the eight common strategies which were identified on page six of the Plan. Leslie advised that the Plan includes twenty-two (22) elements which are cross-referenced throughout the plan which includes strategies and services to engage employers, and collaboration with Economic Development and Jobs Ohio. Included in the Plan are descriptions of how the local WDB will coordinate local workforce development activities with regional economic development activities.

The Local Plan focused on the key industry sector: Manufacturing, Healthcare and IT/Digital Skills. Supporting data can be found on page twelve (12) of our Local Plan. The Plan identifies the structure and role of our WDB. We had a lively discussion about the WDB's guiding principles which can be found on page eight (8) of the Plan. We also reviewed our four year action strategies which can be found on pages sixteen (16) and seventeen (17) of the Plan. The Plan also highlights the same twenty-two elements which are in the Regional Plan.

Leslie laid out the timeline and how to access the plans for public comment. Leslie concluded by saying that we have workforce challenges and that the four year plans detail a coordinated regional approach to help shape a workforce with the skills that are needed for business growth.

Following discussions and questions, Eric Barbe moved to authorized Chairman Weaver and Director Dawson to sign the required Plan Assurances and Certifications included with the Plan. Gale Leonard-Stawierzy seconded the motion. All were in favor; motion carried.

Eric Barbe then motion to recommend to the Board of County Commissioners to adopt a resolution directing the President of the Board to sign the Pan Assurances and Certifications. Maggie Lynch seconded the motion. All were in favor; Motion carried.

**Adjournment:**

There being no further business, Mr. Weaver adjourned the meeting at 9:08 AM by Call of the Chair.