

**MINUTES OF A MEETING OF THE
PLANNING & PROGRAMS COMMITTEE
LAKE COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)**

April 28, 2017

8:00 AM

**Panera Bread Company
36099 Euclid Avenue
Willoughby, Ohio 44094**

Committee Members Attending

Eric Barbe
Lou Falk(P)
Todd Alishusky(P)

Sam Delzoppo
Terry Lazar

Staff in Attendance

Bob Dawson

Call to Order:

Eric Barbe called the meeting to order at 8:07AM

Approval of Minutes:

Sam Delzoppo moved for the approval of the minutes from the meeting of February 24, 2017; Terry Lazar seconded the motion. All were in favor; motion carried.

New Business:

Bob Dawson provided an overview of the One-Stop Operator Procurement Process. After following all of the procurement steps including performing extensive outreach for the RFP, we received one proposal by the stated deadline. Bob said he had reached out to Julie Wirt at the Office of Workforce Development who said as long as we could document having performed all of the required procurement steps and if the proposal scored out satisfactorily, the procurement would be valid.

The committee reviewed the proposal submitted by Lake County Department of Job & Family Services (LCDJFS). The proposal scored 96.0 out of 100.0 by the evaluation team. LCDJFS has served as the Area #5 One-Stop Operator since July 1, 2000. Following discussion, **Terry Lazar moved to recommend the Lake County Department of Job and Family Services to be the OMJ Lake Career Center Operator for the period beginning July 1, 2017 through June 30, 2021. Sam Delzoppo seconded the motion. All were in favor; motion carried.**

The committee considered a 2nd year One-Stop Staffing Contract for the United Labor Agency (ULA). ULA was selected for their current contract in 2016 following a competitive procurement process which called for granting a 2nd year contract based on satisfactory first year performance. Following discussion, **Sam Delzoppo moved to recommend a 2nd year staffing contract to ULA in an amount not to exceed \$365,900. Terry Lazar seconded the motion. All were in favor; motion carried.**

Adjournment:

There being no further business, **Mr. Barbe adjourned the meeting at 9:03 AM by Call of the Chair.**