

**MEETING MINUTES**  
**LAKE COUNTY WORKFORCE DEVELOPMENT BOARD**  
**October 26, 2016@ 11:30 AM**  
**Lake County Department of Job & Family Services**  
**177 Main Street, Painesville, Ohio 44077**

**Board Roll Call**

Eric Barbe (P)	Matt Battiato	Carolyn O'Connor
Sam Delzoppo	Carrie Dotson	Maggie Lynch
Robert Taylor	Gretchen Skok-Disanto (P)	Mone` Givner
Spence Kline	Roger Sustar	Dan Deitrick
Terry Lazar (P)	Marty Gareau	Lou Falk
Allen Weaver	Todd Alishusky	Shirley Galipo
Eric Wachob (P)	Cindy Hutchison	

**Others in Attendance:**

Leslie Ryan, LCDJFS	David Radachy, Director Planning & Development
Robert J Dawson, LCWDB, Ex Director	Shawn Douglas, LCDJFS

**Call to Order:**

Chairman Allen Weaver called the meeting to order at 12:00 Noon following a box lunch.

**Introductions and Announcements:**

Bob Dawson acknowledged the recent passing of board member Sandy Halpert. Sandy owned and operated two car dealerships in Lake County for over 50 years. He had been a member of the workforce board since the beginning of WIA in 1999 and previously served as board vice-chairman. He was a gentleman that was respected and liked by all. The board is technically out of compliance with the loss of Sandy Halpert. We need one private sector representative for compliance. The commissioners have been advised of the situation and have the appointment under consideration.

**Approval of Minutes:**

Spence Kline moved for the approval of the minutes from the meeting of June 8, 2016; Marty Gareau seconded the motion; all were in favor; motion carried.

### **Spotlight Presentation:**

Bob Dawson introduced board member Bob Taylor with Mature Services of Akron. Mature Services is an OMJ Lake One-Stop Partner responsible for delivering services under the Older American's Act - Title V which is a mandatory part of the local workforce delivery system as designated by WIOA. Bob Taylor explained the various programs and services that Mature Services is responsible for and then spoke about the Senior Community Service Employment Program that he manages and offers here at OMJ Lake. Bob encouraged all board members to make participant referrals directly to his attention.

### **Executive Director's Report:**

Bob Dawson presented a number of items during his report. He first reported on the Area #5 PY 15 final YTD Common Measures Report provided by the Ohio Office of Workforce Development Performance Division. The report showed Area #5 "Exceeding" performance in all 9 categories. This report represents the final performance using WIA data. Bob stated while we have always had excellent performance, this report shows us having "Straight A(s)" if you will and he was very proud of the work of the workforce staff and the collaboration among partners that made this happen. Bob distributed and discussed the new WIOA and CCMEP performance matrix. Many of the standards are new and are establishing performance baselines during PY 16 and will begin be measured officially beginning effective July, 2017. Bob shared the PY16 1st qtr. Return on Investment Analysis that showed a Taxpayer payback of 9.0 months. Bob discussed the recent change in state staffing at OMJ Lake. We are down three Customer Service Representatives (now known as Workforce Professionals) based on the methodology the state is using to deploy their staff. Bob made an appeal to the state to keep the existing team intact to no avail. Bob shared the state's recent status report on the Implementation of WIOA. Area #5 is in compliance in most areas. The last two implementation steps involve the submission of a local and regional plan and the procurement of an OMJ Operator and Career Services provider.

### **One-Stop Committee:**

Maggie Lynch gave the One-Stop Partners' report. The OMJ Lake One Stop Committee met on September 15, 2016. At that meeting Leslie Ryan reviewed the Balanced Scorecard. The information on the scorecard in the meeting handouts is current through September 30, 2016. There are a few marked areas with the "caution" symbol and a task force has been set up to identify strategies to get us back on track. Maggie explained to the board that we are heading into Phase II of our OhioMeansJobs Certification which will focus on quality and the attainment of benchmarks. We are waiting further guidance. This is to begin in January 2017. The Ohio Workforce Association is proposing a new One-Stop Memorandum of Understanding which is being developed by the Workforce Directors. This will go into place July 1, 2017 The State systematically changed their staff composition and we have gone from five Wegner Peyser staff to three. Their new title is "Workforce Professionals". Bob Dawson shared some background on this in his report.

### **Planning and Programs Committee:**

Bob Dawson reported for Eric Barbe. Lake County is one of eight counties making up the Northeast Ohio Workforce Planning Region (NOW). The other counties are Ashtabula, Cuyahoga, Geauga, Lorain, Medina, Portage and Summit. We began meeting to discuss Regional Planning shortly after WIOA was enacted in August of 2014 and began meeting formally as NOW in 2015 after preliminary regional planning guidelines were proposed. Last winter representatives of NOW worked together to develop specifications for a request for proposals to competitively procure and hire consultants to assist with the regional planning process. WIOA planning funds were made available for this process and we retained Robert Visdos and associates with the Workforce Institute of Portland, Oregon to guide NOW through the regional planning. Visdos is known for his planning expertise dealing with public workforce and training systems and his associates are considered experts in WIA and WIOA and have close ties to Ohio. Our preliminary planning strategies went under stakeholder and public review as part of the Federal Reserve Bank's Northeast Ohio Regional Workforce Development Forum on June 1<sup>st</sup> of this year. Since then, Robert Visdos personally interviewed dozens of stakeholders from all eight counties in order to secure a wide spectrum of thought on the matter of workforce development across the region. The NOW Regional Plan is expected to be officially unveiled by January, 2017. The final regional plan will provide the foundation for local area plans. The Guiding Principles of the NOW Regional Plan are in the handouts. Bob stated that Leslie Ryan had been on the point for Lake County throughout the planning process and thanked her for her efforts.

### **Youth Committee:**

Bob Dawson presented the Youth Committee report for Gail Leonard-Stawieri. Effective July 1, 2016, WIOA Youth Programming and Funding was integrated with the new Comprehensive Case Management Employment Program and the combined program is known as CCMEP. One of CCMEP's trademarks is the standardized framework procedures and the assessments given to each participant which is a statewide requirement. Through September 30<sup>th</sup> we performed Framework Activities on 61 CCMEP participants with the vast majority being enrolled into CCMEP. 32 youths previously enrolled in WIOA migrated to CCMEP effective July 1<sup>st</sup> as well so as of the end of the 1<sup>st</sup> quarter we had 93 of our estimated 140 combined slots filled. All four of our CCMEP Case Management Providers are up and running. We are providing the contractors ongoing support through the CCMEP Quality Control Reviewer who is also performing regular monitoring visits and submitting written progress reports. We have also established a CCMEP Review Committee made up of key staff with a regular monthly meeting date and time. Lake County Job and Family Services is the Lead Agency for CCMEP and Bob deferred to Matt Battiatto for some comments on the progress made to-date. Matt stated that he had been in several JFS regional and state level meetings recently and Lake County appears to be way ahead of most other counties in implementing CCMEP. Many counties are barely started and many are now asking us for assistance in how and what to do. Matt was very complementary of the team with what we are accomplishing with CCMEP.

**Marketing:**

Leslie Ryan gave Gretchen Skok-DiSanto's report. OhioMeansJobs Lake County was a proud sponsor of Think Manufacturing Expo again this year. The event was held at Perry High school with a new format that brought more students in to learn about careers in manufacturing. We are receiving \$4,000.00 in funding to update our branding as required by the State of Ohio. The workforce systems in Ohio will begin using the "American Job Center" identifier or tagline on all resources, printed materials, programs and facilities. This was a mandate of WIOA. A checklist is included in the handouts with the specified deadlines.

**Adjournment:**

There being no further business, Todd Alishusky moved for adjournment at 12:40 PM. Spence Kline seconded the motion; all were in favor; motion carried.