

**MEETING MINUTES**  
**LAKE COUNTY WORKFORCE DEVELOPMENT BOARD**  
**November 9, 2017 @ 11:30 AM**  
**Lake County Department of Job & Family Services**  
**177 Main Street, Painesville, Ohio 44077**

**Board Roll Call**

Allen Weaver	Eric Wachob	Shirley Galipo
Matt Battiato	Carolyn O'Connor (P)	Mone' Givner (P)
Sam Delzoppo	Carrie Dotson (P)	Robert J. Dawson
Gretchen Skok-Disanto	Lou Falk	Terry Lazar
Spence Kline	Roger Sustar	Ryan Rogers
Gale Leonard-Stawieri (P)	Brian Bontempo	Marty Gareau (P)
Dan Deitrick (P)		

**Others in Attendance:**

Leslie Ryan, LCDJFS	Bob Dawson, LCWDB, Ex Director
Dave Radachy, LCP & CD, Director	Shawn Douglas, LCDJFS
Mindy Hughes, LCDJFS	

**Call to Order:**

President Allen Weaver called the meeting to order at 12:05 PM following a box lunch.

**Approval of Minutes:**

Robert Dawson moved for the approval of the minutes from the meeting of June 14, 2017; Roger Sustar seconded the motion; all were in favor; motion carried.

**Introductions and Announcements:**

Bob Dawson announced that we have two new board members. Ryan Rogers, General Manager at CresCor in Mentor replacing Pat McAteer that left the private sector and Dan Musacchio, Field Representative for Local 16 of the Bricklayers and Allied Craftworkers replacing Mark Rosborough. Bob Taylor from Mature Services no longer manages the Senior Workers Program in Lake County so John Roberts will be replacing him on the WDB pending Commissioner approval.

Bob introduced board member Gretchen Skok-Disanto from Lakeland Community College who was the spotlight speaker for the meeting. Gretchen made a very nice presentation on behalf of Lakeland celebrating their 50<sup>th</sup> Anniversary this year. Bob spoke on the importance of Lakeland and Auburn Career Center as public institutions providing for our training needs for many years.

## **Executive Director's Report**

Bob Dawson updated the board on a number of performance measures starting with the PY 17 1<sup>st</sup> Quarter Return on Investment (ROI) Analysis. We exited a total of 28 Adults and Dislocated Workers for the quarter ending September 30, 2017. The average wage at placement was \$18.15 p/h leading to a 702% ROI and a Tax Payer payback of 7.9 months. We are tracking well ahead of our goal of a 12 month (or less) pay-back. Bob shared and reviewed the PY 16 Final Year-end WIOA "What If" report recently received from the Ohio Office of Workforce Development Performance Division. The "What if" report shows that out of 18 measures, we "Exceeded" the standards in 14 measures, "Met" the standards in 3 measurements and "Failed" 1 measure; the Adult Measurable Skill Gains. Bob said while we believe we fully understand what constitutes a "Measurable Skills Gain" we had been off-track on the timing required for a positive count in the measure's denominator. This measure was (only) being used for establishing a Baseline for PY 17 and beyond and Bob stated that we believe we have our arms around the situation and we expect positive Area results going forward. Bob also presented and reviewed Lake County's PY 16 CCMEP Annual Report. While the numbers are not where we want them to be, we were one of only three workforce areas in the state to "Exceed" both of the CCMEP standard rates which were being evaluated: Measurable Skill Gains and Job Placement.

## **One-Stop Committee Report**

Leslie Ryan discussed that OMJ Lake Balanced Scorecard placed in the meeting handouts. The scorecard reflects activity through the first quarter of PY 17 ending September 30, 2017. Our outreach efforts are starting to pay off as we have improved our customer flow and our direct placements are on track. We have expanded our outreach calls in an effort to engage new customers and continue to use robo calls for targeted events. We have flagged the goal regarding generating customized job orders and have held meetings to address this area. We have also met with our CCMEP Providers who are implementing outreach strategies for youth. We anticipate improvement in this area as well.

Leslie also announced that we recently welcomed Traci Flores to our career center team as a Business Services Representative. She joined us on September 25, 2017. John Roberts is the new Project Director with Mature Services at the one-stop. He replaced Bob Taylor this month.

## **Planning and Programs Committee:**

Sam Delzoppo announced that the Planning and Programs Committee had two items to report to the board. Shortly after our June WDB meeting, House Bill 49 (also known as the Budget Bill) passed through the Ohio General Assembly. A couple of workforce related matters were tacked on to that bill including a new requirement that OMJ centers have a formal memorandum of understanding with at least one library or library system in order collaborate and coordinate on workforce programming. We have worked closely with a number of different libraries in Lake County for some time with the Mentor Library being a focal point of our efforts. It is our expectation to enter into a formal MOU with the Mentor Public Library in the near future. There is a letter explaining the new law behind the Planning & Programs Heading in the meeting handouts.

Secondly, Sam stated that we were providing something we have all been waiting for, for a very long time. It's the Area #5, Lake County Workforce Development Board "Desk Aide" also in the handouts. Government acronyms are a reality of this business and our new Glossary of terms including acronyms and definitions for the public workforce world we are working in.

## **Youth Committee:**

Mindy Hughes presented the Youth Committee report by reminding the board that Program Year #2 for Comprehensive Case Management and Employment Program (CCMEP) started on July 1, 2017. The youth we are serving under this program are primarily school drop-outs and unemployed or under employed young adults on public assistance with significant barriers to employment. Program funding is coming from both the Workforce Innovation and Opportunity Act (WIOA) and from Temporary Assistance for Needy Families (TANF).

We served a total of 134 young adults during the last program year ending this past June 30<sup>th</sup>. Bob shared performance data and other pertinent information for last year in his report. We currently have 90 active participants who are receiving individualized case management services at one of our four contracted providers which are Catholic Charities, Goodwill Industries, Lifeline and Ohio Guidestone. All of our service providers are receiving close monitoring and all have progressed very well over the past 15 months.

The Youth Committee will meet early in 2018 to perform a comprehensive review of our CCMEP efforts, to evaluate our programming and to begin the competitive procurement process that will be used to select case management providers for the program year that will begin next July. Our recommendations will be presented to the board for formal action next spring.

## **Marketing:**

Gretchen Skok-Disanto explained that we continue to expand our outreach efforts in the community. We have set a goal of participating in 100 community and business events this program year. In the first quarter, we participated in 48 events which include a Chamber presentation, AWT event and eight radio spots each month. Our Facebook page is gaining a lot of traction and we have found that many of our job seekers hear about events through our Page. Bob mentioned the MOU that is being developed with the local library and we anticipate multiple MOU's with the libraries.

## **Adjournment:**

There being no further business, Sam Delzoppo moved for adjournment; Spence Kline seconded the motion. All were in favor. Motion Carried.