

MEETING MINUTES
LAKE COUNTY WORKFORCE DEVELOPMENT BOARD
June 14, 2018 @ 11:30 AM
Lake County Department of Job & Family Services
177 Main Street, Painesville, Ohio - 44077

Board Roll Call

Allen Weaver	William Moore (P)	Eric Barbe
Matt Battiato	Carolyn O'Connor(P)	Dan Musacchio (P)
Sam Delzoppo	Carrie Dotson	Robert J. Dawson
Gretchen Skok Disanto	Rich Mears(P)	Todd Alishusky
Spence Kline(P)	Ryan Rogers (P)	Dan Deitrick
Marty Gareau	Hugh Scott Seaholm (P)	

Others in Attendance:

Leslie Ryan, LCDJFS	Bob Dawson, LCWDB, Ex Director
Shawn Douglas, LCDJFS	Dan Troy, Commissioner
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 J. Dawson moved for the approval of the minutes from the meeting of April 19, 2018; Todd Alishusky seconded the motion; all were in favor; motion carried.

Introductions and Announcements:

Allen Weaver acknowledged Commissioner Dan Troy who thanked the board for their continued service. Dan discussed the importance in having Lake County certified as its own local workforce area and acknowledged the success of our workforce efforts.

Executive Director's Report

Bob Dawson discussed the financial reports that were part of the meeting handouts and announced that Area 5 (Lake County) will see a \$468,075 (42%) increase in funding for the period of July 1, 2018 – June 30, 2019. Bob stated that we will not have any shortage of funds to carry-out our program plans which he had presented at the April board meeting. Bob also presented the results from the logistics survey that had been distributed to the board. The responders overwhelmingly agreed that the number of WDB meetings scheduled (3) were “about right”. The overwhelming preference for the board meeting time was “during the lunch hour” and the responders felt the amount of information they received related to their board duties was “about right”. The vast majority of responders would like their board correspondence and other information sent via E-mail.

One-Stop Committee:

Shawn Douglas (Administrator for the One-Stop Operator) gave the One-Stop Committee Report. Shawn discussed the One-Stop Balanced Scorecard that was in the meeting handouts. The scorecard was updated through March 31, 2018 (end of the 3rd quarter of the program year). Shawn pointed out that our outreach efforts have been paying off and have resulted in an increase in our customer flows which has helped to improve our direct placement rates. We have expanded our voice calling to engage new customers and we are using robo calling only for targeted events. Shawn announced that there will be a two-day hiring event at OMJ Lake on June 26th and 28th between the hours of 3PM and 5PM. The focus on June 26th will be the manufacturing industry. The June 28th event will feature a variety of employers and job vacancies. The next One-Stop Partners meeting is scheduled for June 27th at 9AM.

Planning and Programs Committee:

Eric Barbe announced that the Planning and Programs Committee last met on May 11th. At that meeting the committee reviewed and discussed a report from the RFP Evaluation Team that provided oversight to the procurement for our Program Year 2018 Career Center staffing needs. The United Labor Agency was the sole proposer to the RFP that was published on March 30th. The procurement was performed to federal standards. Eric explained that this contract provides for four full-time staff who deliver the majority of our day-to-day services at our career center. The United Labor Agency has held this contract for several years and does an outstanding job for us. We are recommending your approval of a contract with ULA for the next program year which runs from July 1, 2018 through June 30, 2019. Eric explained that this recommendation was represented by Resolution #4 in the handouts and that Bob Dawson can answer any questions relative to this action. Bob explained that this staff is located full-time in the career center and that \$55,000 of the contract, was for occupancy costs paid (back) to OMJ Lake. Chairman Weaver opened the floor and Sam Delzoppo moved for a resolution to the Lake County Commissioners approving the establishment of a contract with the United Labor Agency (ULA) to provide OMJ Lake Staffing Services during Program Year 2018, in the amount of \$383,628.00. Dan Deitrick seconded the motion. All were in favor; motion carried.

Youth Committee:

Mindy Hughes gave the Youth Committee report and announced that the Youth Committee last met on April 26th to review the results from the Request for Proposal for PY 18 Case Management Providers that we published on March 9th. The committee reviewed the tabulated results of the procurement which was assembled by the Evaluation Team. Mindy said we are anticipating the need for a maximum of 120 participant slots for the next year which is down from the current 140 slots. The PY 18 Youth Spending Plan for this programming was in the meeting handouts. The Youth Committee is recommending 3 organizations for contracts which are represented by resolutions numbers 1, 2 & 3 in the handouts. Each organization will be available to provide comprehensive case management services to 40 participants under the terms of their contracts. The recommended providers are Catholic Charities, OhioGuidestone and Goodwill Industries. All three proposals met all the program specifications as required in the procurement and were rated highly by the Evaluation Team. The competitive procurement was performed to federal standards. Bob Dawson would answer any questions.

Chairman Weaver opened the floor to the following:

Dan Deitrick motioned for a resolution to the Lake County Commissioners approving the establishment of a contract with Catholic Charities Corporation, to provide CCMEP Case Management Services during Program Year 2018, in the amount of \$330,106.97. Sam Delzoppo seconded the motion. All were in favor; motion carried.

Todd Alishusky moved for a resolution to the Lake County Commissioners approving the establishment of a contract with OhioGuidestone to provide CCMEP Case Management Services during Program Year 2018, in the amount of \$305,028.00. Matt Battiato seconded the motion. All were in favor; motion carried.

Sam Delzoppo motioned for a resolution to the Lake County Commissioners approving the establishment of a contract with Goodwill Industries of Ashtabula, Inc., to provide CCMEP Case Management Services during Program Year 2018, in the amount of \$328,964.00. Marty Gareau seconded the motion. All were in favor; motion carried.

Marketing Committee:

Gretchen Skok DiSanto reported that we participated in the Reverse Job Fair held at Auburn Career Center on May 3rd which drew over 120 employers. We have purchased equipment and software for a new digital display board which will be in our lobby. We expect this to be ready to use by the end of this month. This will be used to post events and workshops and is available for Partner Staff to post their events. If you are interested in utilizing this, Contact Shawn Douglas with the information. Our Facebook page continues to receive a lot of “likes” and “shares”. We continue to conduct outreach via Laketran bus ads, silver screens, radio commercials and OhioMeansJobs updates on Tuesday mornings on Cougar 93.7 and Miz 97.1. Bob Dawson explained that we are spending more time and money on outreach than ever before. He expressed just how important these efforts are since the labor market is so tight and we are mining job seekers out one at a time from the unemployed and underemployed populations.

Nominating Committee:

Matt Battiato reported on behalf of the committee which included Spence Kline, Terry Lazar and himself as chairman. Matt explained that by statute, the WDB Chair must be from the private sector. It has been our tradition, to elect a private sector representative as vice-chair as well. Matt reported that Sam Delzoppo had been serving as vice-chair and that he is the committee’s nominee for board chair effective July 1, 2018. They have a recommendation for vice-chair but they have not been able to discuss the situation with the member due to extenuating circumstances and it would be the committee’s intent to bring the name to the next full WDB meeting

Eric Barbe moved that nominations be closed and that a unanimous ballot be cast for Sam Delzoppo. Todd Alishusky seconded the motion and Sam Delzoppo was elected chairman by total acclamation.

Other:

Bob Dawson presented a service award to Allen Weaver for his important leadership in fulfilling two terms as WDB Chairman during the WIA to WIOA transition. Bob said that we have benefited from having excellent leadership for several years but Allen's service over the past four years and the transition went above and beyond. Allen received a vigorous applause from the board in recognition of his leadership and service.

Adjournment:

Gretchen Skok-DiSanto moved for adjournment at 12:57 PM. Todd Alishusky seconded the motion. All were in favor; motion carried.