

MEETING OF THE LAKE COUNTY WORKFORCE INVESTMENT BOARD

Wednesday April 9, 2014 @ 11:30 AM

Held at

Lake County Department of Job & Family services
177 Main Street, Painesville, OH 44077

In Attendance

Eric Barbe	Sam Delzoppo (P)	Matt Battiato	Eric Wachob
Daniel Deitrick	Martin Gareau (P)	Lou Falk	Spence Kline
Gail Leonard-Stawieri	Terry Lazar	Maggie Lynch	Patricia McAteer
Mark Rosborough	Keith Miller (P)	Keith Hocevar	Cindy Hutchinson
Gretchen Skok-DiSanto	Allen Weaver	Michelle Woods	Dan Koncos
Shirley Galipo	Carrie Dotson	Caroline Barborak	Roger Sustar (P)
Sandy Halpert	James Dillard (P)		

Others in Attendance

Dan Troy, Lake County Commissioner; Jessica Forsythe, OOD; Leslie Ryan, Lake JFS; Bob Dawson, Lake JFS.

I. Call to Order

Chairman Dan Deitrick called the business meeting to order at 12:00 Noon following a light lunch and declared the Floor Open to the Public. There were no public visitors in attendance.

II. Introduction of New Members and Guests

Bob Dawson introduced guest Jessica Forsythe from the Opportunities for Ohioans with Disabilities and new WIB member Cindy Hutchison from Universal Metal Products. Bob announced that Commissioner President Dan Troy and JFS Director Matt Battiato would be joining the meeting following the Pinwheels for Prevention event taking place in the Painesville City Square.

III. Minutes

Chairman Deitrick asked for additions, corrections and/or a motion to approve the minutes from the meeting of November 6, 2013. **A Motion was made by Eric Barbe to approve the minutes as submitted and distributed. Dan Koncos seconded the Motion; all were in favor; Motion carried.**

IV. Administrator's Report – Bob Dawson

Bob Dawson presented our new name and logo OMJ-Lake County and said that Gretchen Skok-DiSanto would talk more about our branding efforts in her Marketing report. Bob reviewed a number of items including the Common Measures Performance Report for the first half of the current year (PY 13) which showed Area #5 (Lake County) "Exceeding" performance requirements in all six (6) Adult and Dislocated Worker measurer and two (2) of three (3) Youth measurers. Bob specifically discussed issues we have been having with the Literacy & Numeracy Out-of-School Youth measurement and what we were doing to improve our performance.. Bob also presented the WIA Return on Investment Analysis for

the first half of PY 13 showing a net WIA ROI of 4.15 (415%) and a Taxpayer ROI showing a pay-back of just over 13 months.

Bob talked about our disappointment differences with ODJFS's Office of Workforce Development and their decision to change the Dislocated Worker Farmer Rancher Hardship Factor from one that measured the change in farm income to one that measures farm family income below the poverty level. The change effectively reduces Lake County's DW Formula Allocation for this factor from about \$375,000 to zero (\$0.00). Only one other local area was (partially) affected by this change and 13 other areas who voted in favor of the change, were assured of a funding increase as result of the change. Bob distributed Area 5's position paper on the matter which served as our objection to the change in the State Plan Modification submitted to the Department of Labor.

V. Committee Reports

A. One-Stop Committee Dan Koncos

Dan reported that the One-Stop Committee met last on April 3, 2014. At that meeting, Leslie Ryan reviewed the Balanced Scorecard through December 31, 2013 which was shared in the meeting handouts. We reviewed updates on HB2 and Ohio Learn to Earn. Leslie Ryan talked about her involvement on the ETPO (Employer Training Providers-Online) Focus Group where they are looking at ways to improve the registration and evaluation of local training providers. Leslie reported that OMJ Lake is continuing to foster community relationships and partnerships in an effort to make jobs seekers and employers aware of our services. OMJ-Lake is conducting monthly Coffee Talk sessions at Mentor Public library with good attendance (46 in 1st Quarter). In addition, we continue to host employer recruitment events at our OhioMeansJobs Center. OMJ Lake hosted 9 employers in the 1st Quarter this year with 272 job seekers attending.

B. Planning & Program Committee..... Eric Barbe

Eric Barbe reported that the Planning & Program Committee met twice since the last WIB meeting. The first meeting took place on February 6, 2014. At that meeting we reviewed program information and performance data related to the current Career Center situation and the staffing contract that we have in-place for contracted staff. It was determined it was necessary to do another staffing contract for PY 14 (July 1, 2014 – June 30, 2015) and we took a number of official actions that led to a Request for Proposal being published on February 11, 2014. The steps taken at that meeting included determining the Need for Service, establishing Specifications and Evaluation Criteria for the RFP, performing an Independent Cost Estimate and then formally authorizing the procurement and a procurement timeline. On March 27, 2014, the committee met again to review proposals that were submitted in response to the RFP. The proposers were the United Labor Agency, CGI Federal and ResCare. We reviewed the Evaluation Team's ratings and summaries for the proposals. This is a single source situation for 3 FTEs and a (.25 mx FTE) off-site Manager. Our recommendation if that the WIB recommend a contract with the United Labor Agency. They received the highest rating and have the lowest cost proposal. The rating data and summary notes for this RFP were in the meeting handouts as is our recommendation represented by proposed resolution #1. Bob Dawson provided an overview of the procurement process and added additional comments about the evaluation process and the Planning & Program Committee recommendation. Following discussion Chairman Deitrick took action on resolution #1 which was passed.

C. Marketing CommitteeGretchen Skok-DiSanto

Gretchen announced that we have a new name. We have transitioned from Lake1Stop to OhioMeansJobs Lake County. We received an \$8,000 allocation to make this transition. The branding funds are being used in a variety of ways which were listed in the meeting handouts. OMJ Lake is undergoing a complete re-write of our website which will include an on-line registration feature. Dan Koncos and Leslie Ryan along with five OMJ Lake staff members participated in an overview of the new E-OMJ (Enhanced Ohio Means Jobs) system which is expected to roll out on April 14, 2014. Employers and job seekers will be able to virtually access a variety of tools and workforce services using state-of-the-art technologies. The system will also feature a variety of assessments and will allow individuals to create a backpack where they can store job search information, assessments and other information. OMJ – Lake, the City of Mentor, Mentor Chamber of Commerce LakeTran and WELW sponsored a Healthcare Job Fair on March 20, 2014. The event was held at the Mentor Community Center. Twenty-one employers participated and 61 job seekers attended. The employers liked the targeted format and were happy with the quality of the jobs seekers who attended.

D. Youth Council..... Gale Leonard-Stawieri

Gale reported that the Youth Council met twice since the last WIB meeting. At a meeting held on January 22, 2014 the Youth Council reviewed the status of our current programs including the number of youths being served, current performance and the year-to-date program expenditures. The committee also considered and approved a number of actions in order to proceed with publishing RFPs for PY14 Youth Programs. Motions were passed that established the need for an RFP, developed a Youth Spending Plan, adopted Bid Specifications and performed the required Independent Cost Estimate. The committee then authorized staff to publish RFPs to procure proposals for the up-coming program year. The Youth Council met again on March 26 2013 to review the proposals that had been submitted in response to the RFPs. The committee reviewed the Evaluation Team’s ratings and a summary for each program. Both documents were in the meeting handouts. Gale explained that the Youth Council recommendations were represented by proposed WIB resolutions numbers 2-6 and that Bob Dawson would the WIB through the ratings and the accompanying resolutions. Following Bob Dawson’s comments, Chairman Deitrick took action on resolutions #2-6, all of which were passed.

VI. Other

Chairman Deitrick announced his appointment of an Ad Hoc Nominating Committee made up of Matt Battiato, Lou Falk and Terry Lazar. The committee will bring recommendations for a WIB Chair and Vice-Chair to the next meeting scheduled for June 11, 2014. New officers will serve from July 1, 2014 through June 30, 2016.

VII. Adjournment

There being no further business, the meeting was adjourned at the call of the Chair at 1:05 PM.

**Resolutions Adopted by the
Lake County Workforce Investment Board
April 9, 2014**

PY 14 OMJ – Lake County Staffing Contract

Resolution #1 A motion to recommend to the Board of Lake County Commissioners, the establishment of a contract with United Labor Agency, to provide staffing services at Ohio Means Jobs Lake County for Program Year 2014, at a level of three (3) FTE plus a Part-Time (.25 FTE) Manager in an amount not to exceed \$270,308.00, subject to final budget allocations and contract negotiations. Moved by Spence Kline; Seconded by Dan Koncos; All were in Favor; Motion Carried.

PY 14 Traditional (In & Out-of-School) Youth Programs

Resolution #2 A motion to recommend to the Board of Lake County Commissioners, the establishment of a contract with Catholic Charities Corporation of Lake County, to provide Youth Program Services during Program Year 2014, in an amount not to exceed \$111,252.42, subject to final budget allocations and contract negotiations. Moved by Eric Barbe; Seconded by Lou Falk; All were in Favor; Motion Carried. Spence Kline Abstained.

Resolution #3 A motion to recommend to the Board of Lake County Commissioners, the establishment of a contract with Goodwill Industries of Ashtabula, Inc., to provide Youth Program Services during Program Year 2014, in an amount not to exceed \$143,551.00, subject to final budget allocations and contract negotiations. Moved by Dan Koncos; Seconded by Allen Weaver; All were in Favor; Motion Carried.

Resolution #4 A motion to recommend to the Board of Lake County Commissioners, the establishment of a contract with OhioGuidstone, to provide Youth Program Services during Program Year 2014, in an amount not to exceed \$148,593.00, subject to final budget allocations and contract negotiations. Moved by Matt Battiatto; Seconded by Eric Barbe; All were in Favor; Motion Carried

Resolution #5 A motion to **not** recommend to the Board of Lake County Commissioners, the establishment of a contract with Willoughby-Eastlake City Schools, to provide Youth Program Services during Program Year 2014, in the requested amount of \$96,047.65. Moved by Spence Kline; Seconded by Dan Koncos; All were in Favor; Motion Carried

PY 14 Out-of-School (only) Youth Program

Resolution #6 A motion to recommend the establishment of a contract with Catholic Charities Corporation of Lake County, to provide Out-of-School Youth Program Services during Program Year 2014, not to exceed \$121,256.79, subject to final budget allocations and contract negotiations. Moved by Eric Barbe; Seconded by Matt Battiatto; All were in Favor; Motion Carried. Spence Kline Abstained.