

LAKE COUNTY YOUTH COMMITTEE MEETING MINUTES

January 17, 2024

10:00 AM

**Lake County Department of Job & Family Services
177 Main St. Painesville, Ohio 44077**

Members Attending the Meeting

Mindy Hughes
Juliana Petti
Keith Montesano
Diana Dilisio (P)
Brian Bontempo (P)

Staff Attending

Cory Vojack
Leslie Ryan
Bridgid Corbett
Sarah Thompson

Call to Order:

The meeting was called to order by Mindy Hughes at 10:03 AM.

Approval of Minutes:

Keith moved to approve the minutes from the meeting of February 23, 2023; the motion was seconded by Juliana Petti. All were in favor; motion carried.

Overview

Cory Vojack briefly discussed the meeting agenda and provided an overview of the CCMEP procurement process which typically occurs every two years.

Program Status:

Bridgid Corbett, CCMEP Supervisor, provided a CCMEP overview and program status report. She presented that the Comprehensive Case Management and Employment Program (CCMEP) was introduced in Lake County in 2016, featuring four original service providers: Catholic Charities, OhioGuidestone, Goodwill, and Lifeline. Each provider has been allocated 60 slots, contributing to a total capacity of 120 participants.

The program operates under the Goal4 It! case management model, emphasizing a participant-driven approach. Long and short-term goals are established, addressing known barriers and unplanned issues to guide participants towards achieving self-sufficiency. Participants exit the program upon successfully entering employment, education, or military service, followed by a 12-month follow-up period.

Bridgid Corbett then provided recent CCMEP program updates; she was excited to share success stories that highlight participants' achievements in specific fields. Notably, one participant successfully entered the Emergency Medical Services (EMS), contributing their skills to the healthcare sector. Another excelled in the Welding program, securing a position in the welding industry. Equally impressive, a participant is now pursuing a master's degree, showcasing the program's effectiveness across different educational pathways.

Bridgid then provided an overview of each service provider and a brief status report for PY23.

Catholic Charities:

Catholic Charities, with its structure comprising 1 Program Manager, 3 FT Case Managers, and 1 PT Case Manager/Job Developer, currently accommodates 40 enrolled participants. The organization adopts a participant-centric approach, engaging with participants at their homes, in the community, and at school. Known for longer participant engagement, Catholic Charities has successfully exited 11 participants since July 2023.

OhioGuidestone:

OhioGuidestone, structured with 1 Program Manager and 3 FT Case Managers (including 1 as a Job Developer), currently supports 35 participants. The organization places a strong emphasis on an employment-focused approach, requiring participants to attend the office three days per week. Paid work experience is a focal point, contributing to quicker participant exits. Since July 2023, OhioGuidestone has successfully exited 23 participants.

Procurement Considerations:

Cory Vojack explained the technical steps required of a procurement process performed to federal standards. Following that discussion, the committee took the following actions:

Keith Montesano moved, and Juliana Petti seconded a motion to authorize a procurement for PY 24 CCMEP Providers. All were in favor; the motion carried without abstentions.

Juliana Petti moved, and Keith Montesano seconded a motion to approve the Procurement Timeline. All were in favor; the motion passed without abstentions.

Keith Montesano moved, and Juliana Petti seconded a motion to adopt the RFP Program Parameters. All were in favor; the motion carried without abstentions.

Juliana Petti moved, and Keith Montesano seconded a motion to adopt the Evaluation Criteria and Scoring Matrix as presented. All were in favor; motion carried without abstentions.

Keith Montesano moved, and Juliana Petti seconded a motion to adopt the Independent Cost Estimate as presented and discussed. All were in favor; motion carried without abstentions.

Juliana Petti moved, and Keith Montesano seconded a motion to appoint the Procurement Evaluation Team of Cory Vojack, Leslie Ryan, Shawn Douglas, Bridgid Corbett, and Amanda Mahoney. All were in favor; motion carried without abstentions.

Cory Vojack advised the committee that he would have the team sign the required Conflict of Interest/Nondisclosure Statement immediately following the meeting.

Adjournment:

There being no further business, the meeting was adjourned by the call of the chair at 10:38 AM.