

MEETING MINUTES
LAKE COUNTY WORKFORCE DEVELOPMENT BOARD
April 17th, 2024 @ 10:00 AM
Lake County Department of Job & Family Services
177 Main St. Painesville, Ohio 44077

Board Roll Call

Eric Barbe	Mark Goffinet	Carrie Dotson
Gretchen Skok-DiSanto	Hugh Scott Seaholm	Tim Flenner
Patrick Mohorcic (P)	Terry Lazar	Carolyn O’Conner
Brian Bontempo	Jerry Benko	Rich Mears
Jackie Bongorno	Sara Spence	

Others in Attendance

Cory Vojack, Ex Director, LCWDB	Leslie Ryan, LCDJFS	Shawn Douglas, LCDJFS
Joel Dimare, LC commissioners	Rich Regovich, LC Commissioner	Mindy Hughes, LCDJFS

Call to Order:

Chairman Seaholm called the meeting to order at 10:03 AM.

Minutes:

Mark Goffinet moved for the approval of the minutes of the November 15th, 2023, meeting. Eric Barbe seconded the motion. All were in Favor; Motion Carried without abstentions.

Introductions:

Cory Vojack introduced a new member to the board, Jackie Bongorno, Human Resources Director, Steris Corporation. Replacing outgoing member Karen Ralston respectively. Cory then introduced Jackie for the Spotlight Presentation.

Spotlight Presentation:

Jackie Bongorno, with over 17 years of experience in human resources, serves as the HR Director at STERIS Corporation. With 11 years dedicated to STERIS, she currently oversees the Procedural Business within the STERIS Healthcare Division. In her role, Jackie is responsible for supporting 2,000 associates across the United States, with a notable concentration in Mentor, OH. Her primary objective is to attract, develop, and retain top talent within the organization. Beyond her professional endeavors, Jackie resides in University Heights, OH, where she shares her life with her husband and two children.

Jackie explained that STERIS Corporation stands at the forefront of the global healthcare industry, offering a comprehensive range of products and services in key growth areas such as procedures, devices, pharmaceuticals, and dental care. Reporting a robust revenue of \$5.0 billion in FY23, STERIS maintains a balanced revenue stream, with 80% derived from recurring sources and 20% from capital investments. The company's workforce comprises over 17,000 associates worldwide, with more than 4,000 dedicated to customer-facing roles, ensuring efficient service delivery and customer satisfaction.

Jackie then discussed the core mission of STERIS is centered on assisting customers in creating a healthier and safer world by providing innovative healthcare and life science solutions on a global scale. This mission aligns with the company's vision of striving to become a great organization, committed to delivering world-class products and services to customers, fostering a safe and rewarding work environment for employees, and generating superior returns for shareholders. Guided by a set of fundamental values that prioritize customers, emphasize the importance of people, promote innovation and teamwork, stress accountability, and uphold integrity, STERIS is dedicated to maintaining excellence in all aspects of its operations.

Jackie concluded that in their mission to promote global health and safety, STERIS Corporation places a strong emphasis on Environmental, Social, and Governance (ESG) initiatives. Their ESG program focuses on environmental stewardship, people and communities, health and safety, and ethical business practices. Through these initiatives, STERIS aims to create a sustainable future for customers, employees, shareholders, and the communities in which they operate, thereby solidifying their commitment to global excellence and responsibility.

Workforce Director's Report:

Cory Vojack presented to the board the following report covering current Return on Investment metrics, Quarter three Balanced Scorecard goals, and other current initiatives

Overview:

The initiatives undertaken in Program Year (PY) 2023 have demonstrated promising outcomes, with a consistent increase in direct placements and notable impacts on both individual participants and the community at large. The focus has been on providing training and support to individuals seeking employment opportunities, particularly in high-demand sectors.

Key Metrics:

During the first three quarters of PY 2023, a total of 89 individuals were successfully placed in various employment positions. This reflects the effectiveness of the workforce development programs in catering to diverse job markets. The investment in training individuals for placements totaled \$21,860.00 for the first three quarters, with anticipated training costs for the next two quarters estimated at approximately \$85,360. The planned training placements align with emerging job market demands, ensuring participants possess relevant skills for in-demand industries. The average wage at placement across the first three quarters remained consistent at \$20.56, indicating the competitiveness of the positions secured through workforce development initiatives. With a total ROI of 6.7 months for the first three quarters, the initiatives have not only facilitated individual employment but also contributed to the broader economic growth and stability of the region.

Challenges and Opportunities:

While the outcomes have been largely positive, challenges such as addressing participation barriers and adapting to evolving labor market trends persist. However, these challenges present opportunities for innovation and collaboration to enhance the effectiveness and impact of future initiatives.

Balanced Scorecard:

During the third quarter of Program Year 23, Local Workforce Area #5 demonstrated robust performance across various key areas. Their proactive approach in serving job seekers led to exceptional results, surpassing targets in job placements and community engagement. Notably, they exceeded targets in individual sessions and workshops, showcasing their commitment to tailored support for clients. Internally, the one-stop center strengthened partnerships, enhanced visibility, and maintained fiscal accountability, ensuring efficient resource utilization throughout the quarter.

Incumbent Worker Training:

Agreements have been established with Lake County Department of Utilities and Perry Joint Fire District to provide support through various training programs. Discussions are ongoing with other companies to further facilitate workforce development and collaboration within the community.

Career Center Updates:

Exciting improvements to the career center include the conversion of the resource room into a workshop/meeting area and upgrades to the computer lab, creating a more welcoming and modern environment for learning and career development.

In-Demand Jobs Week - May 6-10, 2024:

The seventh annual In-Demand Jobs Week will take place from May 6 to May 10, promoting Ohio's most in-demand industries through statewide events. OhioMeansJobs Lake County will host a Spring Career Fair on May 8th, offering attendees opportunities across various occupational sectors and career levels.

Youth Committee:

Mindy Hughes advised that the Youth Committee last met on April 2, 2024, to review the results from the Request for Proposal for PY 24 CCMEP Case Management Providers that was published on February 21, 2024. The committee reviewed the tabulated results of the procurement which was assembled by the Evaluation Team. We are anticipating the need for 120 participant slots in the new program year. The Youth Committee is recommending two organizations for contracts. Each organization will be available to provide comprehensive case management services to 60 participants under the terms of their contracts. The recommended providers are OhioGuidestone and Catholic Charities. These two proposals met all the program specifications and the terms and conditions as required in the procurement which was performed to federal standards. Cory Vojack provided a brief overview of the procurement process and timeline.

Scott Seaholm opened the floor to the following motions:

- 1) Tim Flenner moved for a resolution to the Lake County Commissioners recommending the establishment of a contract with OhioGuidestone to provide CCMEP Services during Program Year 2024, in the amount of \$599,961.00 subject to final negotiations. Eric Barbe seconded the motion; all were in favor and the motion carried without abstentions.
- 2) Terry Lazar made a motion for a resolution to the Lake County Commissioners recommending the establishment of a contract with Catholic Charities Corporation to provide CCMEP Services during Program Year 2024. In the amount of \$600,000.00 subject to final negotiations. Tim Flenner seconded the motion; all were in favor and the motion carried without abstentions.

Planning & Programs Committee:

Eric Barbe announced that the Planning and Programs Committee last met on April 4th, and the committee reviewed and discussed a report from the RFP Evaluation team that provided information to the procurement for our Program Year 2024 Career Center staffing needs. The United Labor Agency was the top proposer to the RFP that was published on February 21st. The procurement was performed to federal standards. The current contract and the RFP specifications call for four full-time staff providing day-to-day services at the One stop Career Center. United Labor Agency has held this contract for several years and does an outstanding job for the Career Center. The Planning and Programs Committee is recommending a contract with ULA for the next program year running July 1, 2024 – June 30, 2025. Cory Vojack mentioned that this contract includes \$52,000 of occupancy costs which will be paid back to OMJ Lake County.

Scott Seaholm opened the floor for the following resolution:

3)Eric Barbe moved for a resolution to the Lake County Commissioners recommending the establishment of a contract with the United Labor Agency (ULA) to provide OMJ Lake Staffing Services during the Program Year 2024, in the amount of \$416,379.00 subject to final negotiations. Tim Flenner seconded the motion; all were in favor and the motion carried with no abstentions.

Marketing Committee:

Marketing Committee Chair Gretchen Skok-DiSanto gave a report that the committee last met on April 10th, 2024, during the meeting, the following information was summarized:

Recent Initiatives and Events:

Facebook Outreach: The OhioMeansJobs Lake County Facebook page has witnessed significant growth, reaching over 84,000 individuals and generating more than 6,700 interactions since the last quarter's outreach efforts. This growth underscores our dedication to expanding our online presence and engagement within the community.

Career-Oriented Events: Various career-oriented events were organized to assist individuals in their job search and professional development journey. These events encompassed resume revision sessions, virtual reality career exploration, online application assistance, and specialized hiring events focusing on sectors like transportation and mental health.

Notable Events:

- "New Year, New Career 2024! Resume Revision Day"
- "Virtual Reality Headset Career Exploration Day"
- Job fairs and hiring events in collaboration with organizations such as Lake Geauga Recovery Centers and the Ohio Department of Natural Resources.

Commercials and Advertising: A new series of commercials has been launched to showcase the services provided at OhioMeansJobs Lake County. These commercials spotlight walk-in services, career counseling,

access to online resources, and support for job seekers. Additionally, billboard advertisements have been strategically placed near the Lake County Captains stadium in Eastlake and off Route 2 in Painesville Township to promote career development opportunities.

Upcoming Initiatives: Future initiatives include "Meet a Career Development Specialist" sessions in collaboration with local public libraries. These sessions aim to enhance the accessibility of job seeker services throughout Lake County.

Ad-Hoc Nominating Committee:

Officer terms are approaching their two-year limits. Scott Seaholm advised the Board that he had appointed the following members to the ad hoc Nominating Committee to report back at the June 12th meeting: Eric Barbe-Chair, Sara Spence, and Patrick Mohorcic.

Adjournment:

There being no further business, Eric Barbe moved for adjournment at 10:50 AM. The motion was seconded by Brian Bontempo, and all were in favor.