

**Workforce Development Board, Inc. Meeting
of Mahoning and Columbiana Counties – Area 17**

January 18, 2022

Best Western Plus Dutch Haus Inn & Suites

8:00 am

Workforce Development Board Members Present:

Ralph Blanco, Art Daly, John Dance, Deann Davis, Chris Doyle for Holly Swartz, Rachel Ketterman, Susie Kooser, Melissa Maiorano, Mary Mihalopoulos for John Zehentbauer, William Moore, Lori Murphy for Audrey Morales, Mark Nicastrò, Erich Offenburg, Marcy Patton, Mark Ragozine, Troy Rhoades, Scott Satterlee, and Jennifer Strank for Brian Eskridge.

Workforce Development Board Members Absent:

Chuck Adkins, Roger Beltz, Joe Caruso, David Deibel, Dominic Donofrio, Ed Emerick, LaMont English, Joe Fiumara, James Ford, Raymond Fryan, Rick Fryda, Matthew Golladay, Bryan Higgins, LaTasha Johnson, Steve Kiraly, Rakia McReil, Julie Needs, Julie Rupert, Arisha Williams, and Sharon Woodberry.

Board Staff Present: Mary Ann Kochalko and Sharlene Senediak.

MCTA Staff Present: Cyndy Bresnahan, Barbara Bush, Lynn Esposito, Jack Hile, Gloria Mathews, and Leigh Samargia-Pflug.

Guests: Kristen Womeldorff (ODJFS).

Ms. Davis called the meeting to order at 8:00am after verification of a quorum. Introductions took place, and Scott Satterlee with the IBEW Local 64 was welcomed as a new member to the Board.

Review and Approval of Consent Agenda Items

Motion: To approve the consent agenda items as prepared.
Motion made by: Art Daly
Seconded by: Troy Rhoades
Discussion: None
Motion approved.

PY21 WDB Monitoring Report

According to Area 17 WDB Administrative Policy 6 – *Monitoring and Oversight*, the Board is required to conduct monitoring and oversight of program operator activities. This is in addition to any monitoring completed by the Ohio Department of Job and Family Services – Office of Workforce Development. The WDB Director monitored MCTA in December to review the accuracy and compliance of participant eligibility, OJT contracts, and fiscal procedures. A memo from the WDB Director was issued to report the results of the monitoring, and there were no significant findings or recommendations.

Motion: To approve the Area 17 PY21 Mid-Year Monitoring Report as presented.
Motion made by: Mark Nicastrò
Seconded by: Rachel Ketterman
Discussion: None
Motion approved.

Fiscal Agent Report

The PY21 Financial Report through December 31, 2021, was provided for review. Although the report shows approximately \$5.8 million available for customers, that amount will be reduced by \$1.9 million because some of the CCMEP TANF funding ended December 31, 2021, but was included in the report since it remained available through December 31, 2021.

Balanced Scorecard

The 2nd Quarter PY21 (July 1, 2021 – December 31, 2021) Balanced Scorecard was reviewed. The current balanced scorecard reflects how COVID-19 continues to impact services. Out of the 15 active measures, 8 have met or exceeded the year-to-date target, and 7 measures were not on target. The following explanations were provided for the 7 measures not on target:

- Line 4 (*Employers with Staff-Assisted Job Orders*) – Many job orders are being submitted, however, they are from the same employers.
- Line 6 (*Total One-Stop Visits*) – Unless customers are coming in to file for unemployment benefits, they are mostly coming in for programmatic services, such as on-the-job training or classroom training.
- Line 8 (*# of Cross-Trainings*) – Cross-trainings were scheduled, however, some had to be postponed due to the availability of presenters.
- Line 11 (*# of Adults in WIOA Registered Services New PY21*) & Line 13 (*# of Dislocated Workers in WIOA Registered Services New PY21*) – Traffic remains low and the number of individuals seeking services has not returned to pre-pandemic levels.
- Line 14 (*# of Youth with new CCMEP IOPs*) – 75% of youth funding must be spent on out-of-school youth, and this population is extremely hard to reach. Efforts are being made to recruit eligible, out-of-school youth through the Ohio to Work initiative, local educational service centers, and other partner agencies.
- Line 16 (*PY21 WIOA Funds Spent &/or Obligated*) – Focus remains on spending the PY20 funds first before spending/obligating the PY21 funds, which can be carried over into next year.

When the goals were proposed to the Executive Committee, uncertainty still remained with COVID-19. Information regarding COVID-19 and operation levels should be clearer when setting next year's goals.

The question was raised as to how the uncertainty of environmental variables can impact funding. At this time, PY21 funding can be carried over and will be available to provide services to customers in the future. If needed, funding from other sources can also be requested from the State. The CCMEP TANF funds remain a constant concern because workforce areas are not aware of the State's strategic plan for those funds, and funding levels can change without notice each year. Many other workforce areas within the State are having similar issues with funding. Individuals do not need assistance finding jobs since many employers are hiring, and they tend to circumvent the OMJ centers; however, the message being conveyed through outreach is for individuals to consider additional training, which can lead to better long-term employment opportunities.

The question was also asked if other areas utilize a similar scorecard. The State provides all workforce areas with WIOA and CCMEP performance reports quarterly for each area. Area 17 reviews the reports to determine which other workforce areas are doing well in certain categories to discuss best practices.

It was noted that the OMJ satellite office located at MCDJFS remains closed, and MDFJS would refer clients to receive services. Once MCDJFS reopens its office, this may provide an increase in customer traffic.

Program Operator Report

The 2nd Quarter PY21 (July 1, 2021 – December 31, 2021) Operator's Report was reviewed. 86% of new training enrollments is comprised of short-term training and OJTs. Most of the short-term training continues to be for CDL-As, LPNs, STNAs, and medical assisting; OJTs are mostly for manufacturing and IT. Social work, accounting, and RN programs remain the focus for long-term training. Since July 1, 2021, 255 individuals have been enrolled, compared to 269 at this time in 2020.

Area 17 was awarded a new BRN grant, and hired a full-time business services representative to work with more employers. WDB members were encouraged to refer names of businesses that may benefit from the BRN and other available business services.

Services continue to be offered in-person and virtually, with 72% being in-person. The Area 17 OMJ centers now have pages on Facebook and Instagram, and both social media platforms have been beneficial with sharing information about services available.

Director's Report

National Dislocated Worker Grant (NDWG) Monitoring – The ODJFS monitored the NDWG participant case files in Area 17, and no significant findings were reported.

WDB Certification – Documentation for the Area 17 WDB certification has been prepared, and the information will be sent to the State for approval by the end of January.

RFP for WIOA-CCMEP Youth Services – The Area 17 RFP for WIOA-CCMEP Youth Services was issued on December 6, 2021, and will close on February 4, 2022.

Response to Meeting Evaluation Comments – The following topics are in response to comments made on the October 18, 2021 WDB meeting evaluation form:

Hybrid Meetings –Area 17 does not have the technology to host a hybrid meeting efficiently to allow full engagement with members during meetings. The Executive Committee decided to stay with either having an in-person or virtual meeting. A policy was developed to have virtual meeting if circumstances required it. The virtual meeting policy is available on the WDB website.

Special Grants –The Opioid Emergency Recovery Grant, assists eligible participants who have been directly or indirectly impacted by the opioid crisis by providing career, training, and supportive services. This grant became available April 2019 and is scheduled to end March 2022. Area 17 received approximately \$922,000, and under this grant, 125 individuals received career services. Of these 125 individuals, 83 received classroom training (mostly in nursing programs), 41 completed training, 11 did not complete, 31 are still in training, and 80 received supportive services. Area 17 staff also worked with 170 employers to provide information about becoming a recovery-friendly workplace.

The other active grant is the COVID-19 National Dislocated Worker Grant, which goes through June 2022. Area 17 received approximately \$698,000, and 79 individuals received career services. Of those 79 individuals, 57 received classroom training (mostly in truck driving and healthcare programs), 25 have completed training, 11 did not complete, and 22 are still in training. 21 individuals completed on-the-job training under this grant, and 19 OJT contracts were in manufacturing.

Outreach Materials – Outreach materials for the On-the-Job Training Program are being developed. When completed, they will be emailed to WDB members for distribution.

Networking –Networking can be done before and/or after the meeting. If members have specific information they would like to share, it can be provided to Sharlene to distribute through email.

Success stories –Success stories about customers who have benefited from the OMJ, WIOA, and CCMEP services were shared, and more stories will be collected to share at future meetings.

Meeting Evaluation

WDB members were reminded to complete the meeting evaluation.

Partner and Business Member Updates/Good of the Order

No updates were reported.

Adjournment

The meeting adjourned at 8:35am.