

WORKFORCE DEVELOPMENT BOARD, INC.
OF
MAHONING AND COLUMBIANA COUNTIES

Executive Committee Meeting
November 17, 2022
OhioMeansJobs Mahoning County

Committee Members Present: Deann Davis, Ed Emerick, Brian Eskridge, Susie Kooser, and Mark Ragozine
Committee Members Absent: Kelly Darney, Rachel Ketterman, Audrey Morales, and Mark Nicastro
Board Staff Present: Mary Ann Kochalko and Sharlene Senediak

Deann Davis, WDB Chair, called the meeting to order at 12:00pm after verification of a quorum.

Approval of Consent Agenda Item

Motion: To approve the consent agenda items as prepared.
Motion made by: Ed Emerick
Seconded by: Mark Ragozine
Discussion: None
Motion approved.

WDB Policy Revisions

WDB Administrative Policy 6 – Monitoring and Oversight: References to “A133 Audit” were changed to “Single Audit”. Under monitoring and oversight procedures for programmatic, monthly case note reports and CCMEP participant engagement reports were added to review.

WDB Program Policy 13 -Youth Services Exit and Follow-Up Procedure: References to “OWCMS” were changed to “the designated state case management and reporting system.” State policy language regarding performance outcomes and follow-up services was also added to the policy.

Motion: To approve the WDB Administrative Policy 6 and WDB Program Policy 13 revisions as discussed.
Motion made by: Brian Eskridge
Seconded by: Mark Ragozine
Abstention: Susie Kooser
Discussion: None
Motion approved.

WDB Program Policy 6 – Supportive Services and Attachment 1: A transportation allowance can be provided for participants who have their own transportation and are enrolled in an ITA/OJT/IOP. Given the increased cost in gas, and after comparing amounts in other areas, the new transportation allowance being proposed is \$150/month, which is up from \$50/month. The amount can be increased again if needed. The Director can also approve an exception if an appropriate justification is provided.

Many participants do not have their own means of transportation for various reasons. The cost of public transportation can be provided as a supportive service to assist a participant to and from program-related activities, however, transportation expenses have gotten extremely high, which has created a need to establish a limit. Mahoning County has not been a concern given the availability of extensive and timely public transportation provided free by WRTA. Columbiana County has relied heavily on the CARTS transit system for public transportation, however, the service became unreliable, making MCTA turn more towards cab services. The cost of cab rides for a participant for one month can be over \$1,000. The recommendation was made to limit the cost of public transportation to \$500/month, with the Director’s discretion to approve an exception if an appropriate justification is provided. Staff will be encouraged to utilize CARTS when possible and to educate participants how to budget for travel expenses.

Motion: To approve the revisions to WDB Program Policy 6 with Attachment 1 as discussed.
Motion made by: Ed Emerick
Seconded by: Brian Eskridge
Discussion: The policy will become effective December 1, 2022.
Motion approved.

Transfer of WIOA Formula Funding

To serve the optimal number of customers, local areas can transfer WIOA formula funding between the Adult and Dislocated Worker funding streams, which Area 17 has done in the past. Currently, dislocated workers are being funded through special grants provided by the State, can allow more funding to be made available for Adult-eligible customers. As of November 4th, 157 Adult-eligible customers are seeking services, compared to 11 Dislocated Worker eligible customers seeking services. Local areas can approve a transfer funds up to 50%; any transfer over 50% requires local areas to request State approval.

Motion: To approve the transfer of up to 100% of the local Area 17 PY21/FY22 and PY22/FY23 formula funding allocation between Adult and Dislocated Worker Programs in compliance with State policy WIOAPL 15-25. If the transfer exceeds 50%, a request will be made for the State to approve such transfer.
Motion made by: Ed Emerick
Seconded by: Mark Ragozine
Discussion: None
Motion approved.

Operations Update

Meetings have been held to update the local OMJ website. A preview of the new site is expected to be available next week. If members would like to compare websites, the current site is www.onestopohio.org.

Outreach efforts are working for the youth population. Youth staff were recently notified that a wait list must be implemented for in-school youth. The PY21 WIOA in-school youth allocation has been fully spent, however, the PY22 WIOA in-school youth cannot be accessed until the PY21 WIOA out-of-school youth allocation is fully spent. Approximately 60% of PY21 WIOA out-of-school youth funds have been spent to date. TANF funding is still available for both in-school and out-of-school youth.

The OMJ satellite at Oak Hill reopened in October, and customers have been coming in. Youth staff have also been meeting with participants at this location. An increase in customer traffic is expected once MCDJFS reopens to the public, which is expected to be in January.

On November 11th, the annual in-service day was held for MCTA staff. An active shooter response training was held in the morning, and a de-escalation training was held in the afternoon.

WDB Meeting Evaluation and Attendance Summary

The 10.18.22 WDB meeting evaluation was reviewed. Members liked the open forum discussion, and the request was made to clarify the specific services that can be provided through funding. Members also enjoyed the Business Advisory Council presentations. A suggestion was also made to add a few more tables to allow more space between seating.

The WDB member attendance summary was also reviewed. Members with low attendance were contacted. Some attended the meeting or indicated they would try to attend or send a proxy. LaTasha Johnson from Vantage Aging and Holly Swartz from Hitch-Hiker Mfg./Personal Protected LLC will be resigning from the WDB due to scheduling conflicts and limited staffing. Erich Offenburg will be leaving the Columbiana Chamber of Commerce. He will be replaced by Bridget Wolsonovich as Director, and she will be contacted to determine her interest in taking his place on the Board.

Subrecipient Risk Assessment

A subrecipient risk assessment must be completed each year prior to the subrecipient monitoring that is conducted by the WDB staff on behalf of the WDB. This form determines the extent of the monitoring

needed for the subrecipient. Based on information received from the State, a few factors have been added for consideration. The completed subrecipient risk assessment form for MCTA was provided for review and discussion. Overall, the assessment shows MCTA as a low risk subrecipient, which has been consistent with the last several years.

Motion: To approve the subrecipient risk assessment form as completed by WDB staff.
Motion made by: Brian Eskridge
Seconded by: Mark Ragozine
Discussion: None
Motion approved.

Director's Update

ARIES State Case Management System

The issues being experienced with the ARIES system is slowly getting resolved. Additional State staff will be put in place to establish a more systematic process regarding how questions are addressed with local areas. The County Financial Information System (CFIS) controls the client-tracking in areas and is also part of the financial system in Area 17. The State announced that it is making the access to CFIS the same as ARIES, which has been an issue for local areas since ARIES was implemented.

CCMEP

The State has asked the WDB Directors to be responsible for selecting an evaluator to assess CCMEP. The project is in its beginning stages, and additional information will be shared when available.

Letter of Support

Columbiana County Board of Developmental Disabilities is partnering with YSU's Excellence Training Center to apply for the Pathways to Careers grant. The grant application will focus on increasing the number of transition-aged youth with disabilities who participate in and receive industry-recognized credentials. A letter of support from the WDB was requested, and there were no objections with supplying a letter.

Good of the Order

December Meeting

Motion: To cancel the December meeting.
Motion made by: Brian Eskridge
Seconded by: Mark Ragozine
Discussion: None
Motion approved.

Adjournment

Meeting adjourned at 1:05pm.