

**WORKFORCE DEVELOPMENT BOARD, INC.  
OF  
MAHONING AND COLUMBIANA COUNTIES**

Executive Committee Meeting  
February 16, 2023  
OhioMeansJobs Mahoning County

Committee Members Present: Deann Davis, Ed Emerick, Brian Eskridge, Terry Hutson for Kelly Darney, Rachel Ketterman, Susie Kooser, and Audrey Morales  
Committee Members Absent: Mark Nicaastro and Mark Ragozine  
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 item as prepared.  
Motion made by: Ed Emerick  
Seconded by: Brian Eskridge  
Discussion: None  
Motion approved.

**WDB Policy Revisions**

*WDB Administrative Policy 7 – No Weapons:* Due to changes in the law, parking lots and driveways were removed since they no longer fall under the jurisdiction of this policy.

*WDB Program Policy 1 – On-the-Job Training:* Some employers have received emails from a company indicating they can assist with OJTs. To make sure the development of OJT agreements and training plans are strictly between the service provider (MCTA) and the employer, language has been added to safeguard communications. Language has also been added for the signatories of the agreement to identify the contact person who is authorized to carry out the established processes in the agreement and training plans.

Motion: To accept revisions to WDB Administrative Policy 7 and WDB Program Policy 1 as discussed.  
Motion made by: Brian Eskridge  
Seconded by: Ed Emerick  
Discussion: None  
Motion approved.

**MOU Addendum**

Mahoning-Youngstown Community Action Partnership (MYCAP) has requested to become a partner. MYCAP is a required partner since they receive funding from the Community Services Block Grant Employment & Training. MYCAP will be joining with a .2 FTE cost share, and the budget will remain the same. The change will take effect January 1, 2023.

Motion: To accept PY22/23 MOU Addendum C as presented.  
Motion made by: Brian Eskridge  
Seconded by: Ed Emerick  
Discussion: None  
Motion approved.

**Operations Update**

**CCMEP**

Over 40 CCMEP participants have been exited and are now in follow-up services. In follow-up, participants were either successful in the program and can still receive some services, or they cannot be reached and have refused to continue services. Although some participants may not successfully complete the

program, files are reviewed prior to exit to monitor performance measures and to provide participants an opportunity to return for services.

In January, 95 referrals were made to CCMEP – 50 in Columbiana County, and 45 in Mahoning County. There were also 15 new enrollments and 9 placements in unsubsidized employment. Compared to last year, there are 89 fewer participants this January, which is largely due to the number of participants exiting the program successfully. There are also 443 more referrals compared to this time last year, which can be attributed to outreach in schools and students completing the YouScience online career assessment. Although there are 21 fewer participants enrolled and 18 fewer participants in job readiness compared to this time last year, there are now 59 more participants in work experience, 27 more in post-secondary training, and 57 more in placements (unsubsidized employment).

### *Ohio to Work*

The final performance report from the Ohio to Work initiative in the Youngstown region was provided for review. The report includes the demographics of customers, the number of customers who enrolled in reskilling, and the number of customers who were placed.

### **WDB Meeting Evaluation and Attendance Summary**

The 1.17.23 WDB member attendance summary was reviewed. Holly Swartz and LaTasha Johnson have officially been removed from the WDB. With these changes, the Board remains in compliance with membership.

Two other WDB business members will be leaving the Board – Erich Offenburg (Columbiana Chamber of Commerce) and Steve Kiraly (Kiraly Tool & Die). The Lisbon Chamber of Commerce will be contacted to determine its interest in joining the Board.

John Dyce, a labor representative on the WDB, may also need to be replaced. Multiple contacts have been made to him, but there has been no response. A representative from the Local 396 Plumbers and Pipefitter's may be interested in serving on the Board.

### *Meeting Evaluation*

The 1.17.23 WDB meeting evaluation was also reviewed. Suggestions for meeting topics included OJTs, regular updates from the Business Advisory Councils (BACs), and targeted employment needs/in-demand skills.

### **Director's Update**

#### *Funding Levels*

During this program year, there has been a higher demand for classroom training and OJTs, particularly during the midyear point. Many of the customers have been Adult-eligible, and from surrounding counties. Given the increased number of customers, MCTA has entered priority for the WIOA formulary funds. Unless customers are low-income, basic skills deficient, or receiving public assistance, customers will be added to a waiting list. When in priority status, only Mahoning and Columbiana County residents can be funded. Currently, there are 36 individuals on the waiting list. MCTA requested \$650,000 from ODJFS and received \$487,500 to assist with customers on the waiting list. MCTA will remain in priority status to prevent overspending. The State indicated that the remaining \$162,500 can be requested from other areas in March.

### *Two-Year Review of Regional and Local Plans*

The two-year review of the regional and local plans is scheduled to be completed. Area 17, along with Area 6 (Stark and Tuscarawas Counties) and Area 18 (Trumbull County) comprise the East region in Ohio, and a meeting was recently held to discuss the plans. Changes are expected to be minimal, and any modifications will be made available to the Board for comment. Final revisions are due to the State by the end of May.

*ODJFS-OWD Performance Audit*

Due to the problems experienced with unemployment during the pandemic, the Auditor of State’s Office conducted a performance audit of the programs offered through the Office of Workforce Development, which is under the Ohio Department of Job and Family Services. The audit report contains recommendations to enhance the efficiency, effectiveness, and transparency of workforce development operations throughout Ohio. The results of the audit were recently published and can be reviewed at [www.ohioauditor.gov](http://www.ohioauditor.gov).

*Unemployment Fraud*

ODJFS Director Damschroeder issued a statement on the indictment of four individuals with third degree felony charges of theft, tampering with records, and telecommunications fraud and bribery, for the unemployment fraud that took place during the pandemic.

Due to the next item on the agenda, Susie Kooser left the meeting at this time.

**One-Stop Operator Assessment**

In compliance with WDB Administrative Policy 6 – *Monitoring and Oversight*, the WDB staff monitored MCTA as the One-Stop Operator, on January 25, 2023. The completed Area 17 One-Stop Operator evaluation form and a summary of changes were provided for review and discussion. Categories evaluated include program facility, outreach, services for job seeking customers, customer data collection, collaboration, and performance measurement and continuous improvement. The summary of changes from the previous year were highlighted and scores for each category were proposed. MCTA received an overall rating of Outstanding/Very Good.

- Motion: To recommend to the Workforce Development Board the extension of the One-Stop Operator contract with Mahoning and Columbiana Training Association through June 30, 2024.
- Motion made by: Rachel Ketterman
- Seconded by: Ed Emerick
- Discussion: None
- Motion approved.

**Good of the Order**

No items reported.

**Adjournment**

Meeting adjourned at 1:00pm.