

MEETING MINUTES
LAKE COUNTY WORKFORCE DEVELOPMENT BOARD
April 3, 2019 @ 11:30 AM
Lake County Department of Job & Family Services
177 Main Street, Painesville, Ohio - 44077

Board Roll Call

Eric Wachob	William Moore (P)	Eric Barbe (P)
Matt Battiato	Carolyn O'Connor (P)	Dan Musacchio (P)
Sam Delzoppo	Carrie Dotson (P)	Robert J Dawson
Gretchen Skok DiSanto	Terry Lazar	Hugh Scott Seaholm
Mike Matoney	Ryan Rogers	Cindy Hutchison (P)
Marty Gareau	Allen Weaver (P)	

Others in Attendance:

Leslie Ryan, LCDJFS	Bob Dawson, LCWDB, Ex Director
Shawn Douglas, LCDJFS	Mike Stanic, Lake County Juvenile Court
Marcie Doane, ODJFS	David Cowen, Auburn Career Center

Call to Order:

President Sam Delzoppo called the meeting to order at 12:00 PM following a box lunch.

Approval of Minutes:

Robert J. Dawson (Middlefield Bank) moved for the approval of the minutes from the meeting of November 7, 2018; Matt Battiato seconded the motion; all were in favor; motion carried.

Introductions and Announcements:

Bob Dawson introduced new board member Mike Matoney, CEO of Crossroads, Marcie Doane from ODJFS, David Cowen from Auburn Career Center and Mike Stanic from Lake County Juvenile Court and Chairman of the Lake County Youth Committee.

Spotlight Presentation:

Bob introduced Scott Seaholm, Owner and CEO of Universal Metal Products, Inc. Scott gave an interesting overview of his company including their home office and plant located in Wickliffe along with locations near Toledo in Pemberville, Ohio and a location in McAllen, Texas. Scott talked about their operations, the markets they serve and the type of parts they produce. Universal Metal Products has approximately 300 employees with about 200 working here in Lake County. A high percentage of their workforce is stable, and Scott shared some of the strategies they use to retain people. He also discussed the challenge of recruiting, employing and retaining the newer portion of their workforce. The board was very interested in the presentation and asked some good questions.

Executive Director's Report

Bob Dawson presented his meeting handouts which included several performance documents. The Bob explained the PY 18 First-Half Common Measures Performance Report. We are meeting and exceeding all of the WIOA measures and are exceeding many of the results from the other 19 workforce areas. Bob spoke to the 2nd Quarter YTD Return on Investment Analysis which showed a Taxpayer Payback of 8.9 months which is running better than the goal of 12 months or less. Bob discussed the handout from Ohio's Office of Workforce Development acknowledging their acceptance of the recently revised Northeast Ohio Regional Workforce Plan.

One-Stop Committee:

Shawn Douglas gave the One-Stop Committee Report. Shawn discussed the Balanced Scorecard through December 2018 that was in the meeting handouts. We are on track in all areas. The use of our outreach initiatives has helped us engage with more job seekers. Shawn explained that we continue to provide one-on-one services to job seekers who need resume assistance and mock interviewing. The number of registered WIOA customers is very high currently. We attribute this to our visibility in the community, job fairs and library engagement. We had a sizeable number of exits during the 2nd Quarter with good earnings which contributed to our success on the Return on Investment report. Shawn announced several recent changes at the career center. Cory Vojack is the new ULA manager, Jade Villella, Career Development Specialist replaces Cory. We also welcome Kevin McCleese, Employment Professional who represents ODJFS. Bob Dawson is in the process of developing the OMJ Lake County Partner MOU. This will be reviewed at the next Partner Meeting which will be held on April 17th.

Planning and Programs Committee:

Robert J. Dawson from the Middlefield Banking Company gave the Planning and Programs Committee Report. The Planning and Programs Committee last met on March 21st. At that meeting, the committee reviewed the performance of the One-Stop operations and of the United Labor Agency who currently holds the career center staffing contract. This contract provides for four full-time staff and was awarded last year following a competitive procurement. That procurement process allows us to award a 2nd year contract (with no increase in contract rate) subject to satisfactory performance. ULA has had excellent performance and we are recommending they be awarded a 2nd year contract. The recommendation is shown as resolution #1 in the meeting handouts.

Chairman Sam Delzoppo directed board members to the resolution page and resolution #1. Scott Seaholm moved for a resolution to the Lake County Commissioners approving the establishment of a 2nd year contract with the United Labor Agency (ULA) to provide OMJ Lake Staffing Services during Program Year 2019, in the amount of \$383,628.00. Martin Gareau seconded the motion. All were in favor; motion carried. There were no abstentions

Youth Committee:

Mike Stanic, Chairman of the Youth Committee gave their report. The current roster of committee members was in the meeting handouts. The Youth Committee last met on February 19, 2019. The meeting was dedicated reviewing youth programming and our youth providers funded by both WIOA and CCMEP. At the meeting, Bob Dawson, along with the operations and QC staff gave a comprehensive presentation on the state of the program and the performance of our providers. We have had three (3) contractors providing case management services during the current program year. All three, Catholic Charities, Goodwill Industries and OhioGuidestone were under consideration for a 2nd year contract since being selected from a competitive procurement a year ago. After a thorough vetting of the matter, the Youth Committee voted to recommend 2nd year contracts to Catholic Charities and OhioGuidestone. Goodwill is not being recommended for another contract based on not having “satisfactory” performance as required by the original procurement and their current contract. We are looking for Catholic Charities and OhioGuidestone to increase their service slots for PY19 to make up from the slots currently with Goodwill Industries. The 2nd year contracts will receive no increase in their per unit cost per the terms of the original procurement. The required resolution was listed as #2 in the meeting handouts.

After a brief discussion, Chairman Sam Delzoppo read the requested resolution out loud. Gretchen Skok DiSanto moved for a resolution to the Lake County Commissioners approving the establishment of 2nd year contracts with Catholic Charities Corporation and OhioGuidestone, Inc., to provide CCMEP services during Program Year 2019 as provided for in the PY 19 Youth Services Procurement and the RFP dated March 9, 2018. Contracts to increase both providers applicable service slots from 40 slots to 60 slots as needed for the successful operation of the program but with no increase from their current unit rates. Terry Lazar seconded the motion. All were in favor; motion carried. There were no abstentions.

Marketing:

Gretchen Skok DiSanto presented for the Marketing Committee. We continue to focus on our outreach in a variety of ways. We use Facebook to advertise our OMJ services and our recruitment events. Most recently we used it to promote two job fairs. We held our Fall Jobapalooza on November 14, 2018 at Manry Park in Willowick. We had over 50 employers and over 100 job seekers attended the event. There are two News Herald articles in your packet about this event. Also, in your packet is an article and flyers referencing our upcoming Spring Job Fair. This event which focuses on the manufacturing sector will be held at the Mentor Community Center on April 10th. We are also in the planning stages with OMJ Geauga County and Auburn Career Center on coordinating a Reverse Job Fair for the Auburn Career Center student. This is the third year for this event. Advertising via radio is another way we reach job seekers and employers. In addition to regular radio slots on Mix 97.1 every Tuesday morning, we get promoted during Cleveland Indians games and get commercials during all Cleveland Cavaliers games. These stations also support our OMJ events on their Facebook page and on their web banners. We utilize silver screen which advertises our events and OMJ services at two Atlas Cinemas locations in Lake County. Each commercial is 30 seconds and displays on 16 screens at each location.

Adjournment:

There being no further business, Martin Gareau moved for adjournment at 1:02 PM; seconded by Scott Seaholm. All were in favor.