

**MEETING MINUTES**  
**LAKE COUNTY WORKFORCE DEVELOPMENT BOARD**  
**June 12<sup>th</sup>, 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
Sam Delzoppo (P)	Terry Lazar	Carolyn O’Conner (P)
Shayna Jackson	Jerry Benko	Rich Mears
Jackie Bongorno	Sara Spence	

**Others in Attendance**

Cory Vojack, Ex Director, LCWDB      Leslie Ryan, LCDJFS      Shawn Douglas, LCDJFS

**Call to Order:**

Chairman Seaholm called the meeting to order at 10:05 AM.

**Minutes:**

Tim Flenner moved for the approval of the minutes of the April 17th, 2024, meeting. Terry Lazar seconded the motion. All were in Favor; Motion Carried without abstentions.

**Introductions:**

Cory Vojack introduced a new member to the board, Jerry Benko, Senior Vice President, and Commercial Banking Market Executive at Middlefield Banking Company. Replacing outgoing member Robert J. Dawson respectively. Cory then introduced Jerry for the Spotlight Presentation.

**Spotlight Presentation:**

Jerry Benko, Senior Vice President, and Commercial Banking Market Executive at Middlefield Banking Company (MBC), presented to the board. He began by giving a background of his company Middlefield Bank, established in 1901 in Middlefield, Ohio, with an initial investment of \$25,000, has grown significantly over the years. Its mission has always been to serve the community within its Ohio footprint as a community bank. Today, MBC boasts assets of \$1.9 billion and operates 21 branches across Northeast, Western, and Columbus markets. Jerry, who has 24 years of banking experience, has been with Middlefield for one year following his tenure at National City/PNC and Huntington.

Jerry discussed the macroeconomic impacts on mortgage lending, noting that most homeowners currently hold 20 to 30-year fixed mortgages at around 3%. Given the current rate environment, which sees rates between 6.5% and 7%, refinancing is not attractive, leading to extremely low housing inventory and slow Realtor sales. While home appreciation has resulted in significant equity growth for homeowners, selling a home results in reduced purchasing power due to higher prices and increased mortgage rates for new properties.

In terms of commercial investment real estate, Jerry highlighted a significant cooling-off period across the board. Both large banks such as Chase, Wells Fargo, and US Bank, and regional banks like Fifth Third, Key, and Huntington, are scaling back on these loans. Community banks are experiencing similar trends, which indicates a broader industry-wide cautious stance towards non-owner occupied commercial real estate investments. Jerry's insights provided a comprehensive understanding of current market conditions and the strategic adjustments necessary for Middlefield Bank to navigate these challenges effectively.

### **Workforce Director's Report:**

Cory Vojack presented to the board the following report covering current service provider contract updates, Workforce Development board recertification, and other current initiatives.

#### **Contract Updates**

Cory began that the Planning & Programs Committee Chair Eric Barbe stated that at the last board meeting, the board approved entering into a contract with the United Labor Agency to provide staffing services at the OMJ Career Center for the next program year starting July 1st. That contract has been negotiated and has gone to the Commissioners for their formal approval and signature. ULA has been a very effective vendor at the One-Stop and has played a significant role in the performance success.

Following, Cory explained that Mindy Hughes of the Youth Committee reported that at the Board's last meeting on April 17<sup>th</sup>, the board passed a motion to recommend Catholic Charities and Ohio Guidestone contracts to provide CCMEP Case Management Services for PY 24 having effective dates from July 1, 2024, through June 30, 2025. The 1<sup>st</sup> year contracts have been negotiated, drafted, reviewed by the county prosecutor's office and Auditors office, and are on their way to Commissioners for their signature. All contracts are scheduled for resolution on Tuesday, June 18<sup>th</sup>.

#### **Recertification of the Local Workforce Development Board**

Cory proceeded to explain that the Local Workforce Development Board is set to undergo recertification this month as mandated by Ohio's Office of Workforce Development. This biennial requirement necessitates a comprehensive review of the board's activities and adherence to established guidelines.

Cory was pleased to report that the board is currently in full compliance, mirroring the successful process undertaken in 2022. Our diligent efforts in appointing qualified individuals to key positions have ensured alignment with state regulations. The required Subsequent Certification Application, along with all necessary documentation, has been compiled and submitted to Columbus for approval.

We remain confident in our ability to meet and exceed the standards set forth by the Office of Workforce Development, thereby continuing our commitment to serving the needs of our community and fostering sustainable economic growth.

#### **RESEA Program Procurement Initiation**

Commencing in November, Cory will begin the procurement process for the Reemployment Services and Eligibility Assessment (RESEA) program. This initiative is pivotal in facilitating the reemployment of individuals receiving unemployment benefits by providing them with comprehensive services and assessments to enhance their job prospects.

The procurement process will involve evaluation and selection of qualified service providers to administer the RESEA program effectively. By engaging in a transparent and competitive procurement process, the WDB aims to ensure the delivery of high-quality services that meet the diverse needs of our clients.

## **OWA Day at the Statehouse**

On May 15th, Mr. Seaholm and Cory Vojack attended the Ohio Workforce Association's Board Chair Luncheon at the Ohio Chamber in Columbus. The event brought together local board chairs and state leaders, emphasizing the importance of collaboration among business leaders, chambers of commerce, educational institutions, economic development organizations, and various community partners in addressing local talent needs. Attendees at the luncheon heard from several esteemed speakers, including Lt. Governor Jon Husted, ODJFS Director Matt Damschroder, State Senator Bill Reineke, Governor's Executive Workforce Board Chair Pat Tiberi, and Mike Kahoe from the Governor's Office of Workforce Transformation. The Ohio Workforce Association appreciated their insights and contributions, providing us with valuable ideas to take back to our respective areas.

## **Procurement of One-Stop Operator and Career Services Provider**

In early 2025, the Lake County Workforce Development Board will initiate the procurement process for the One-Stop Operator and Deliverer of Career Services for Adult and Dislocated Workers. This procurement will play a crucial role in the seamless delivery of comprehensive career services to individuals seeking employment opportunities.

## **Incumbent Worker Training**

Over the past quarter, the WDB have observed continued strong interest in the Incumbent Worker Training program from employers. We have approved four new agreements to reimburse the upskilling of current employees.

Two of these agreements are with Rimeco Products to train two cohorts of employees in leadership, planning and scheduling, production data management, maintenance training, documentation and reporting, and internal auditing. Additionally, we have an agreement with the Perry Fire Department to send an employee through the EMT course at Auburn Career Center. We have also approved an agreement with the Department of Utilities to send an employee to obtain their Class A CDL license.

## **Career Center Updates**

Over the past few months, the OhioMeansJobs Career Center has undergone significant renovations to update our computer lab and resource room. The entire center has been repainted, and new carpeting has been installed throughout. Cory was thrilled to announce that the resource room has been fully renovated and transformed into a versatile workshop and meeting space. It now features new desks, chairs, and a television for projecting presentations and other information. Cory encouraged everyone to stop by after the meeting to take a look at the improvements.

## **ROI & Balanced Scorecard Updates**

Additionally, Cory stated that he will be sending out the year-end results of the Return-on-Investment report and Balanced Scorecard metrics for Program Year 2023 in early July. These reports will provide comprehensive insights into the effectiveness and efficiency of our workforce development initiatives, enabling informed decision-making and continuous improvement.

## **One-Stop Partner Committee:**

Carrie Dotson reported that the One-Stop Partner Committee last met on May 31st, 2024, to meet with other OhioMeansJobs Lake County partners and review two local policies and quarter three results from updated Program Year 2023 Balanced Scorecard.

The committee reviewed updates to two key policies. The Lake County CCMEP Incentive Policy, effective July 1, 2024, aims to update incentives for participants in the Comprehensive Case Management and Employment Program (CCMEP), funded by WIOA and TANF. This policy provides financial rewards for milestones in education, training, and employment, expanding the available incentives from eleven to thirty-three categories. Key areas include academic progress, program attendance, post-secondary training, and job retention, requiring active participation and documentation of achievements. Participants must acknowledge and agree to the policy terms to be eligible.

Next, The Eligible Training Provider (ETP) Policy ensures training providers meet federal and state requirements, emphasizing performance standards and data reporting. It categorizes nine types of training providers and aligns training investments with in-demand industries. Key criteria include valid FEIN, mandatory accreditation, and exclusion from certain debarment lists, with a structured appeals process for contested decisions. Action items include finalizing and distributing the policy, informing providers, assisting with WIET registration, and updating the online portal.

Lastly, Carrie reported that Leslie Ryan reviewed the Area 5 Balanced Scorecard for program year 2023 through the third quarter, used to evaluate internal performance and goals within the OhioMeansJobs Lake County program. Performance measures were reviewed across Outreach, Customer Service, Internal Operations, Accountability, and Fiscal categories. Leslie highlighted ongoing community engagement and strengthened partnerships with OMJ organizations, successful direct fill job orders with candidates, and maintaining a minimum number of WIOA-registered clients.

## **Ad-Hoc Nominating Committee:**

Eric Barbe announced that the nominating committee was made up as himself, Sara Spence, and Patrick Mohorcic. The committee recommended Tim Flenner as WDB Chair and Terry Lazar as Vice-Chair. The terms are for two years per the WDB Bylaws. Carrie Dotson moved to close nominations and cast a unanimous ballot for the candidates as recommended by the Nominating Committee. Jerry Benko seconded the motion. All were in favor: Motion carried. Abstention from Terry Lazar.

## **New Business**

### **Update to WDB By-Laws**

Chairman Seaholm and Executive Director Vojack brought forth a recommendation to the board requesting a motion to amend the bylaws to update article IV, Section 4 and 6 of the Area 5 WDB By-Laws, effective June 12<sup>th</sup>, 2024. Motion by Tim Flenner, seconded by Terry Lazar. All were in favor and motion passed without abstentions.

### **Acknowledgement for Outgoing Chair Scott Seaholm**

Finally, Cory presented to the board. He expressed and extended our deepest gratitude to Scott Seaholm for his

outstanding service as Chair of the Lake County Workforce Development Board over the past two years. Scott's dedication, leadership, and strategic vision have been pivotal in advancing our workforce development initiatives. His insightful contributions and steadfast commitment to addressing the needs of migrant workers and second-chance populations have greatly enriched our efforts to foster inclusive and equitable workforce solutions. In recognition of his contributions, Cory presented Scott with a Certificate of Recognition from the Lake County Board of Commissioners.

**Adjournment:**

There being no further business, Jackie Bongorno moved for adjournment at 10:48 AM. The motion was seconded by Jerry Benko, and all were in favor.