

Lucas County Workforce Development Board
 Quarterly MEETING MINUTES FOR Thursday, January 25, 2018
 OhioMeansJobs Lucas County: Room 3

LCWDB BOARD MEMBERS

N	Barnes, Jacqueline	Y	Kline, Dan	N	Roelfsema, Michael
N	Conover, David	Y	Knisely, Jeremy	N	Schoen, Tonia
N	Cumming, Jennifer	Y	Kroma, Thomas	Y	Simon, Sandy
Y	Daher, Lee	Y	Langenderfer, Nicole	N	Smith, Kris
Y	Dettmer, Carl	N	Luzar, Joe	Y	Takats, David
Y	Fleetwood, David	Y	Morris, Debra	Y	Valleroy, Kristy
Y	Foght, Annette	Y	Potter, Scott	N	Van Riper, Tammy
Y	Heyrman, Matthew	Y	Rodenhauser, Carolyn	Y	Wallace, Roslyn
Y	Hollister, Jack				

Board of County Commissioners

N	Skeldon Wozniak, Tina	N	Gerken, Pete President	N	Contrada, Carol
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Staff & Visitors

Y	Gebers, Craig (NetWORK)	Y	Glaza, Dave (DPD)	N	Aliakbar, Yousef (Exec. Asst. to Commissioner TSW)
Y	McFall, Norman (DPD)	N	Vahey Casiere, Megan WDB Director (DPD)	Y	Foreman, Theo (DPD)
Y	Veh, Mike (DPD)	Y	Moore, Pamela (DPD)		
Y	Saunders, Tonia (DPD)	Y	Guerra, Leigh (NetWORK)		

Call to Order

The quarterly meeting of Lucas County Workforce Development Board convened at OhioMeansJobs Lucas County Room 3 on Thursday, January 25, 2018. Lee Daher, Vice President was sitting in for Joe Luzar and called the meeting to order 3:10 p.m.

Welcome – New Members

Jack Hollister – The Employers’ Association
 Roslyn Wallace – Detroit Manufacturing Systems (DMS)
 David Takats – Goodwill Industries of Northwest Ohio, Inc.

Approvals

Meeting Minutes

L. Daher asked for a motion to approve the minutes from the October 26, 2017 meeting. Motion was made by D. Fleetwood and seconded by D. Cline/ S. Potter. The motion passed without objection or abstention.

▪ **Guest Speaker** – Toledo Streets (*Bryce Roberts and Tom Kroma*)

L. Daher introduced Tom Kroma and Bryce Roberts with Toledo Streets to discuss their project in the city that allows those in need to sell calendars/newspapers to the public in lieu of pan handling. They stated there were around 60-70 active “vendors” with the project currently and is usually a conduit to get jobs elsewhere and link them to services like housing or mental health.

- B. Roberts passed out a sample of calendars that are used as fund raisers
- Toledo Streets has been in existence for 6 years
- The paper (Toledo Streets) was on the verge of closing, but with the help community partnerships the organization was able to sustain.
- Vendors make money from selling the paper; the vendor buys the paper for .25 cents then sells it for \$1.00. The profits benefit the vendor as well as the marketing and sales skills gained.
- C. Rodenhauser - asked if they were working/connecting with OMJ and it was stated that they are working on this through education and employment. This is a “micro” business and it’s their money to do whatever they want with it.
- C. Rodenhauser asked about the age requirements – Vendors must be at least 18 years old. The average age range is 44 -55 years old.
- C. Dettmer – Of the 150 vendors, how many utilize OMJ services?
- T. Kroma – We want to engage the vendors to use the services
- T. Kroma – We have received funding from both the City and County along with advertising in the papers. They are also working with ProMedica/Ebeid.
- C. Rodenhauser – asked how the vendors find out about this. T. Kroma - we receive referrals by word of mouth.
- C. Gebers – OMJ has monthly event calendars and the vendors are welcome to attend the monthly development meetings. There are also employer events at OMJ that are provided to all homeless services and there has been positive feedback on that.
- D. Takats – stated this is an \$80,000 per year operation with 1 fulltime employee ant the others being volunteers. This is not unique to Toledo.
- T. Kroma – The first 10 papers are free after that the vendors must pay .25/per paper to resale for \$1.00. Currently there is not a direct competitor in Toledo.
- M. Heyrman – asked if there were business cards, B. Roberts said they are coming soon.

UPDATES

▪ **Executive Director**

L. Daher – Megan is unable to attend, Mike Veh will report out.

- Training with Fiat/Chrysler wrapped up.
 - \$200,000 from the state was secured for OMJ to retrain workers laid off.
 - 538 full – time employees; \$1.7M spent on training through NW State Community college and UT for approximately 2200 employees.
 - A great relationship has developed with FCA and providing help to back fill positions now.
 - Also helping with suppliers
- Work Ready update
 - 86% of goal achieved
 - Partnering with TPS with an influx of students taking the test

- Currently testing Juniors and the state pays for one test and it counts as credit towards graduation.
 - Approximately 400 students test with 300 certified
 - All Career Tech students will be tested by March which will get closer to certification from ACT.
 - C. Dettmer asked where the testing is being done – in the schools
 - D. Morris asked who does the testing – S. Simon and her team
 - S. Simon stated that they do all testing in 1 day with a lunch break as they tried separating it, but it didn't work.
 - Is there a reimbursement? – Yes, paid through Work Ready funds.
- Rapid Response – T. Foreman, there are 26 companies who issued a Warn or announced a layoff. 250 people attended the Job Fair for the Board of Disabilities. The Board of Disabilities laid off 44, 2 people left the Job Fair with an employment offer.
The auto layoffs returned to work, it was a temporary layoff.
Retail layoffs have decreased, but more are expected.
- **Financial Report LCDPD/WIOA Budget – Dave Glaza**
 - WIOA – Budget 2018
 - Hold back shrunk since last quarter
 - Of the \$1.5 Million, \$200K was used for FCA training
 - The red = money spent, blue = unspent. Spending is on track with nothing unusual to report.
 - Discussed 2017 budget showing who received money, RMS = Admin fees and JFS = a small piece.
 - M. Veh mentioned TANF = CCMEP program. As a first try at the program it was pretty successful. There was a chunk held back to be reallocated
 - Current TANF Budget
 - TANF funds ended in December and all invoices are paid.
 - Unbudgeted amounts are for Program, Admin dollars and money for summer youth program just in case but waiting on the state for more information.
 - L. Daher – asked about the goal for the 1st hold back – Dave stated Allocation shrinking and 1st quarter expenses still need to be covered. The State expects money to roll over.
 - Fiscal year is in June; Feds fiscal year begins is in October. A carry over is done to prevent a shutdown in the 3 months while waiting for the allocation. Money can always be shifted to training. Also need money to keep the current school program going. There is always a little bit of a carry over, with the beginning of the school year which occurs in the first quarter.
 - We are on track.
 - Unbudgeted – Summer Youth? We set aside funds but need to discuss with the State if there will be a youth program.
 - L. Daher – Hold back of 14%, is that our goal?
 - D. Glaza – It is a little high. Some things that don't shrink – like admin cost. Monies can roll forward each year.
 - We must have money to keep the department running until full funding comes in the second quarter.
 - L. Daher - Just want to make sure that the State will not consider we have too much in hold back.

- D. Glaza – We are probably one of the lower ones in the state regarding percentage of hold back
 - T. Kroma – I would like to see a more detailed report to see how the money is being spent.
 - D. Glaza – We can provide greater detail if needed.
 - T. Kroma – We should have the details and the budget should be line item.
 - D. Glaza – I will get out a detail budget to everyone.
 - L. Daher – Thank you Dave.
- **One Stop Committee – Lee Daher**
 - Committee met on December 1, 2017 and January 19, 2018
 - The One Stop Committee proposed having a survey for the One Stop, regarding the Resource Room and one for the Building.
 - Discussion of making the surveys different colors for the Resource Room, Training and General.
 - Secret shoppers were discussed and determining who will go through the process.
 - Supply a secure box in the hallway to turn in the surveys.
 - Per phase II of the One Stop Certification, Customer Service is the focus. Due in June of 2019.
 - M. Veh – Online there were 6 completed responses. Discussion of an incentive to be entered into a drawing.
 - Discussion of the Cincinnati OMJ office that did a drawing with moderate results of 14% return. They walk through the resource room every 20 minutes and hand out the surveys. Much more aggressive with paper.
 - L. Guerra – stated they leave paper copies of the survey on the computers and at orientation with around 39-40 returned last month.
 - **OhioMeansJobs Lucas County – Craig Gebers**
 - As part of the Strategic Plan one area was talent of staff, invested a lot of resources.
 - In December shifted staff with Planning & Development, testing and interviewing at FCA and twice in January.
 - WorkReady Manufacturing has a pool of candidates. Johnson Control held interviews on site, Detroit Manufacturing did interviews and orientation, and Mobis will be in on January 26, 2018 from 10 a.m. -2 p.m.
 - HPOG – We have a checklist for manufacturing and healthcare.
 - HPOG is working on building a pipeline for Mercy and ProMedica.
 - 7 A's seminar is successful – Local healthcare employers have committed to interview people who have completed the 7 A's seminar on (2/28/18, 3/1/18 and 3/2/18). ProMedica, Mercy, Kingston, Genesis and Sunshine are committed.
 - Approached by ProMedica to facilitate 7 A's seminar for summer youth program at ProMedica.
 - Penta is now on site with their GED program.
 - A small grant (\$50,000) from LISC – computer training on site to start in February.
 - Career Services going through “NetWork” registering individuals. Can assist with work shoes and go with candidate to get what is needed.
 - Employer Engagement - there has been 54 B.O.D (Business of the Day) since October.
 - Customer Satisfaction with businesses: 8.56/10 and orientation surveys 9.61/10.
 - Discussed community collaboration, testing projects and Owens/HPOG developing a pre-class for Anatomy/Physiology
 - **Report regarding Franklin County Visit – T. Kroma**

- J. Luzar, T. Kroma, D. Morris, C. Gabers, L. Guerra, T. Saunders and T. Foreman went to visit the Franklin County One Stop.
 - ResCare is the one stop operator; the board is a 501 3c and is operated with a contract through ResCare as a separate entity from the county. There are a lot of partnerships. The Board is using their voice to bring collaboration.
 - ResCare has 2 front desks, 1 Quality Assurance and 1 Manager.
 - They are the “hub” for employment with their board building partnerships. Lucas County has mentioned moving all services to one building for ease of use.
 - Area 13 rents space from the county and have a mobile unit that goes around the community for more outreach.
 - They also have a playbook for employer outreach and an executive committee that is hands on (mention to J. Luzar to reach out to board members for interest)
 - Community groups and organizations biweekly partnership meetings.
 - The Board meets quarterly and has an Executive Committee.
 - Their local Chamber plays a big role in the Board.
 - D. Morris – Penta can do WorkKeys for us without a cost.
 - Their building had upgrades to become a One Stop for the whole community. Open office concept.
 - Are we moving or updating our current building? – M. Veh – We are reviewing several potential locations, can’t go into specifics at this time.
 - T. Kroma – Will it be a joint facility? M. Veh – If not a joint facility then within proximity.
- **Extension of Local Government Agreement – Mike Veh**
 - This is required by the Department of Labor and the State
 - We had it for 1 year, so we need to verbally approve. We might want to extend it for 2 years to match the fiscal year.
 - We need a motion to extend it for another year.
 - Motion: S. Potter, 2nd S. Simon no objections.
- **Demand Occupation List**
 - Yellow means no annual growth
 - Must meet the minimum pay guidelines of \$15.60/hr.(local)
 - Jobs in the yellow are paying in the range, but there is no growth.
 - The top 25-30 list includes at least 100 people in the jobs and has positive growth.
 - If we do not approve today, we will need to at the next meeting.
 - C. Dettmer – I think it is important to really understand the list. Prior to rubber stamping it.
 - We can use any job on the state list that can lead to higher wages.
 - This is utilized for training.
 - The discussion is tabled until next meeting. (Members requested 2 separate list in an Excel file: Highest to lowest and Educational Experience. Also put the criteria on top of the demand list for the next meeting).
 - M. Heyrman – are funds utilized for school? Yes.
 - Carl wants to know who is hiring in the occupations on the list.
- **CCMEP and Summer Youth – Norman McFall**
 - Two funding streams into One stream (Workforce + TANF = One Funding Stream)
 - Final quarter for TANF side
 - We are doing exceedingly well, served 1300 youth with a 5.4% skills gain
 - Most of in school summer youth, post-employment evaluation are hitting targets.

- TANF allows more youth, but the eligibility is harder.
- Rapid Response Dollars to serve 538 incumbent workers for layoff aversion. BASIC = Chrysler – \$200,000. Averted layoffs with 50% being reimbursed.
- ITAs every year we get less money, 104 participants in 2017 and we will do about 73-74 this year. Serving in the more high-risk areas.
 - Serve people who are in poverty.
 - Currently working with Dave to look for red flags
 - If billing gets slow, I contact the schools to determine the reason.
 - OJT's – 3 people participating. \$50K for WIOA year ending June 30, 2018. New Horizon Bakery moved to Toledo making bagels for Tim Hortons paying \$16.10 - \$34.00/hour. They did OJTs last year and is seeking it again this year. The employer will provide the training.
 - Customized Training reimburses for classroom training, OJT Training reimburses up to 50% of the wages.
 - Support services limit is \$500.00. We are on target. Adult Support Services averages \$392.61 and Dislocated Worker Support Services averages \$496.76. In partnership with the One Stop, Support Services can be processed immediately with NetWork paying up front, and the County reimburses them.
- **New Business**
 - S. Potter – Mentioned shadowing the Resource Room along with K. Valleroy. They attended the orientation and sat at the front desk in the Resource Room, very interesting. S. Potter suggested that all members experience it for themselves.
 - C. Gebers mentioned they had received positive feedback of those that did the shadowing and it was appreciated.
- **Adjourned 4:40 p.m.**
- **Announcement**
M. Veh - Today is Pam Moore's last day with the Board; she will be working in another capacity with the Department.

Minutes recorded and submitted by:
Kristy Valleroy, Secretary/Treasurer & Pamela Moore, Development Specialist II.