

Lucas County Workforce Development Board
Thursday, October 25, 2018 – 3:00 P.M.
OhioMeansJobs Lucas County
1301 Monroe Street, Toledo, Ohio 43604

AGENDA

- I. Call to Order Joe Luzar, Chairperson
- II. Welcome to New Board Members Joe Luzar, Chairperson
- III. Approval of Minutes* Joe Luzar, Chairperson
-August 23, 2018
-September 6, 2018
- IV. **Strategic Plan Goal 1** Tonia Saunders, LCWDB Executive Director
Prepare a pipeline of work-ready individuals based on the needs of employers
a. ACT WorkReady Certification
• Next steps: integrate ACT WorkReady with wrap-around services to create a continuum of services for job seekers with barriers
b. Bring Your “A” Game, WorkKeys
c. ITA and CCMEP report Norman McFall, Performance Monitor
- V. **Strategic Plan Goal 2** Tonia Saunders, LCWDB Executive Director
Provide proactive and adaptable business services and solutions through meaningful employer engagement
a. Monthly regional economic development updates
b. Career fairs/Business of the Day
c. Chamber of Commerce Study update Joe Luzar, Chairperson
d. Business Services outreach strategy
- VI. **Strategic Plan Goal 3** Tonia Saunders, LCWDB Executive Director
Provide holistic, customer-centric, streamlined, and team-based career services
a. OMJLC Enrolled Job Seekers served
b. Next Steps: Implement standard training and orientation for all staff across partner agencies
- VII. Goals 4 and 5 Joe Luzar, Chairperson
- VIII. Financial Report Dave Glaza, Senior Budget Analyst
- IX. Other Business Joe Luzar, Chairperson

* Denotes action item

Next Board Meeting: January 24, 2019 – 3:00 P.M.

OhioMeansJobs Lucas County

Progress Report- Third Quarter 2018 (July-September)

WorkReady Lucas County/ ACT WorkReady Certifications National Career Readiness Certificates (NCRC) to Date

68 additional job seekers were assisted in obtaining the NCRC in the third quarter of 2018 at OhioMeansJobs Lucas County.

Type	Number
Bronze	800
Silver	1,388
Gold	343
Platinum	17
Totals	2,548

Bring Your "A" Game

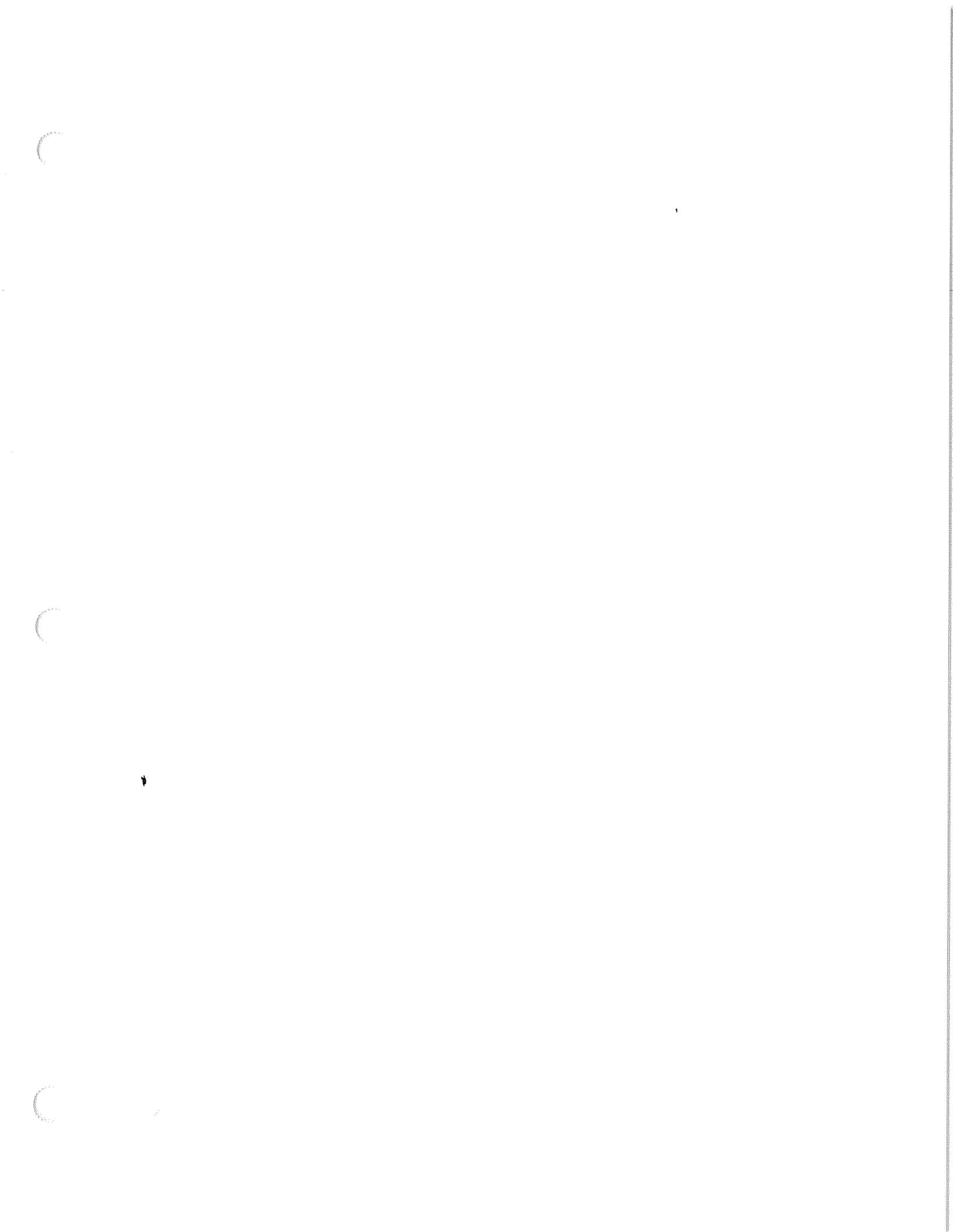
The curriculum is designed to assist job seekers in their efforts to build vital workplace skills, demonstrating to employers a commitment to a strong work ethic. OhioMeansJobs Lucas County has offered the training to job seekers focused on obtaining jobs in the in-demand fields of *healthcare* and *manufacturing*.

Field	Interviews	Offered a job	Percent
Manufacturing	8	6	75%
Healthcare	19	13	68%
Totals	27	19	70%

OhioMeansJobs Lucas County Third Quarter Summary

The One-Stop serves job seekers reflecting diverse segments of the Lucas County population. Below is a summary of activity for the third quarter of 2018.

Client	Number served
Total Clients Served	4,383
New Clients	1,002
Veterans	130
Youth	687
Disability	204
TANF Eligible	124



Comprehensive Case Management Employment Program (CCMEP)

Fiscal Year 2018 Report (July 1, 2017-June 30, 2018)

Accomplishments for Fiscal Year 2018:

- Youth Enrollment (1984) far exceeded our initial PY-2017 target (1200).
- Lucas County Youth providers met or exceeded all Federal (WIOA) Performance targets.
- Based upon projections, Lucas County will have expensed around 95% of our allocation.
- Lucas County recently negotiated Federal Performance targets, some of which exceed current State averages.
- 545 Youth were provided Summer Youth Employment services.
- One of our 2 providers (Harbor's Youth Enhancement Services) has been consistently able to adapt to the constant change of Federal and State guidance and policy changes.
- Lucas County post exit wages for youth have seen a 22% increase in the final quarter of performance compared to the previous quarter.

Challenges for Program Year 2017:

- We cannot predict upcoming Federal Performance because the State has yet to create performance data reports through their mandated database (OWCMS).
- This State-mandated database is often error ridden, causing a delay in timely data entry.
- Our youth wages, like all major metro areas in the state, are consistently lower than the State average. Though Lucas County has never failed the youth quarterly wage performance measure, we continue to strive toward closer alignment with the State quarterly wage average for Youth earnings.
- When CCMEP was introduced, year round programming was intended to replace Summer Youth Employment Program (SYEP) services. In fact, SYEP was initially prohibited per original State guidance. Though State guidance changed in May 2017 to allow an exemption, Lucas County is still working toward concluding the practice of a stand-alone Summer Youth program and instead engaging summer youth in year-round CCMEP services.
- State and US-DOL guidance is constantly changing. These changes are often substantial. State guidance has occasionally conflicted with US-DOL guidance.

Individual Training Agreement (ITA)

Fiscal Year 2019 Contract Allocation (July 1, 2018-June 30, 2019)

A summary of FY 2018 activities was provided at the August 2018 meeting.

Funding

Type	#	Allocation	Obligated	Remaining	Payments
Adult	36	\$300,000.00	\$159,952.89 (53%)	\$140,047.11	\$51,609.94 (32%)
Dislocated Worker	2	\$50,000.00	\$9,625.00 (19%)	\$40,375.00	\$4,572.25 (48%)
<i>Totals</i>	38	<i>\$350,000.00</i>	<i>\$169,577.89</i>	<i>\$48,563.00</i>	<i>\$56,182.19</i>

Providers

Provider	Count	2019 Award	Payments to Date
Athena Education Group	1	\$7,500.00	\$6,155.00
Mercy College of Northwest Ohio	2	\$12,899.00	\$1,343.00
Owens Community College	11	\$44,774.00	\$4,915.00
Penta County Career Center	3	\$8,034.00	\$8,034.00
Professional Skills Institute	4	\$30,000.00	\$10,709.25
Stautzenberger College	3	\$15,728.14	\$3,224.94
Toledo Public Schools Adult Education	5	\$23,651.00	\$4,401.00
Trainco Truck Driving School	9	\$26,991.75	\$17,400.00
<i>Totals</i>	38	<i>\$169,577.89</i>	<i>\$56,182.19</i>

Funded Programs (approved in-demand job training opportunities)

- Auto Mechanic
- Building Maintenance
- CDL Truck Driver Training
- Electrical
- HVAC
- Licensed Practical Nurse (LPN)
- Medical Laboratory Technology
- Medical Office Administration
- Registered Nurse (RN)

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**Board of County
Commissioners**

Pete Gerken
President

Tina Skeldon Wozniak
Carol Contrada

Department of Planning & Development

William Brennan
Acting Director

10/25/18

Fiscal Reports

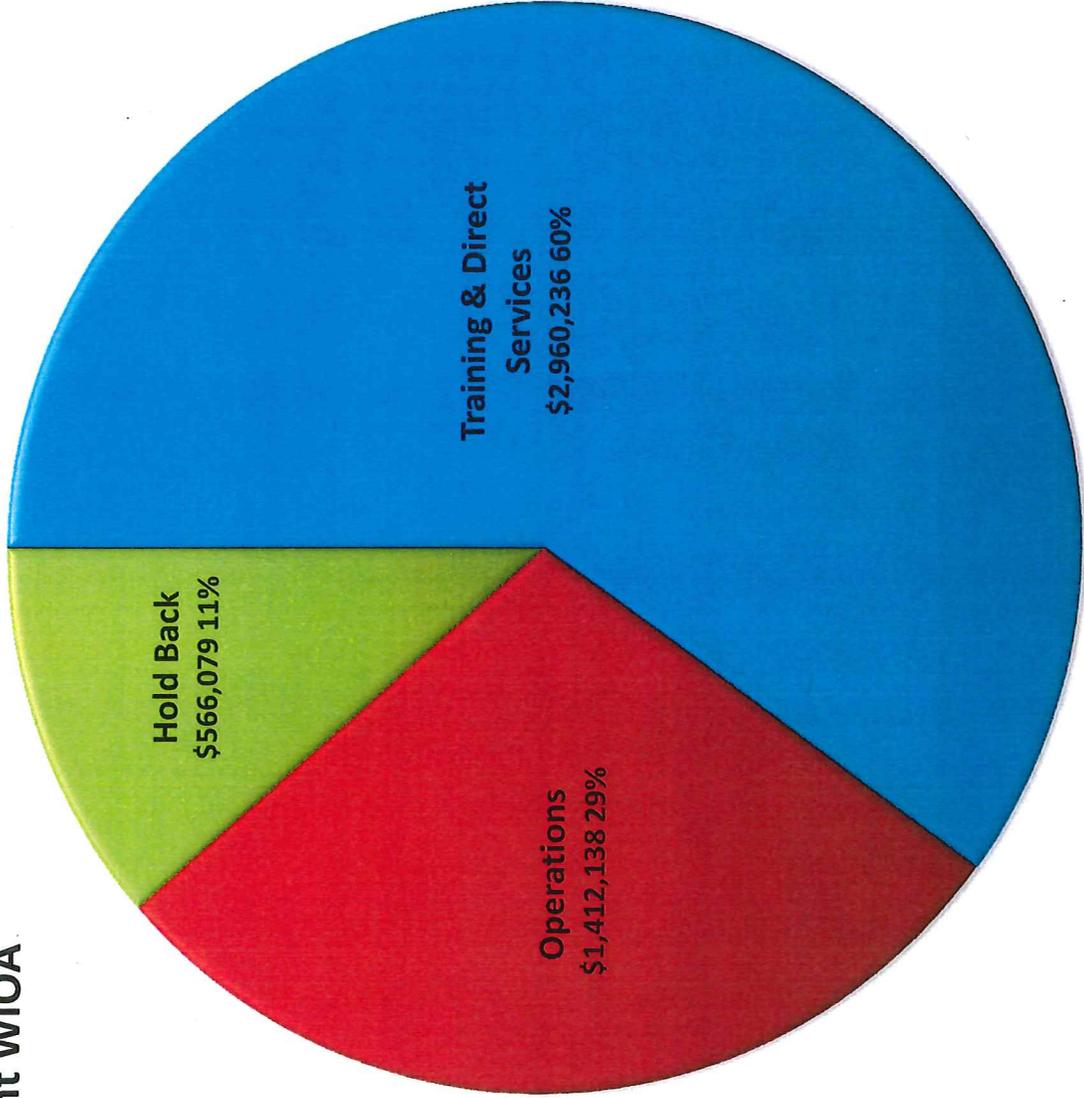
Attached are three sets of information for your review:

1. PY18/FY19 WIOA Budget as of September 30, 2018
2. TANF Allocation History
3. PY17/FFY18 TANF Budget as of September 30, 2018

If you wish to review the information in further detail please contact me:

David Glaza
Sr. Budget Analyst
419.213.3402
dglaza@co.lucas.oh.us

**Workforce Development WIOA
PY18/FY19 Budget
\$4,939,452**



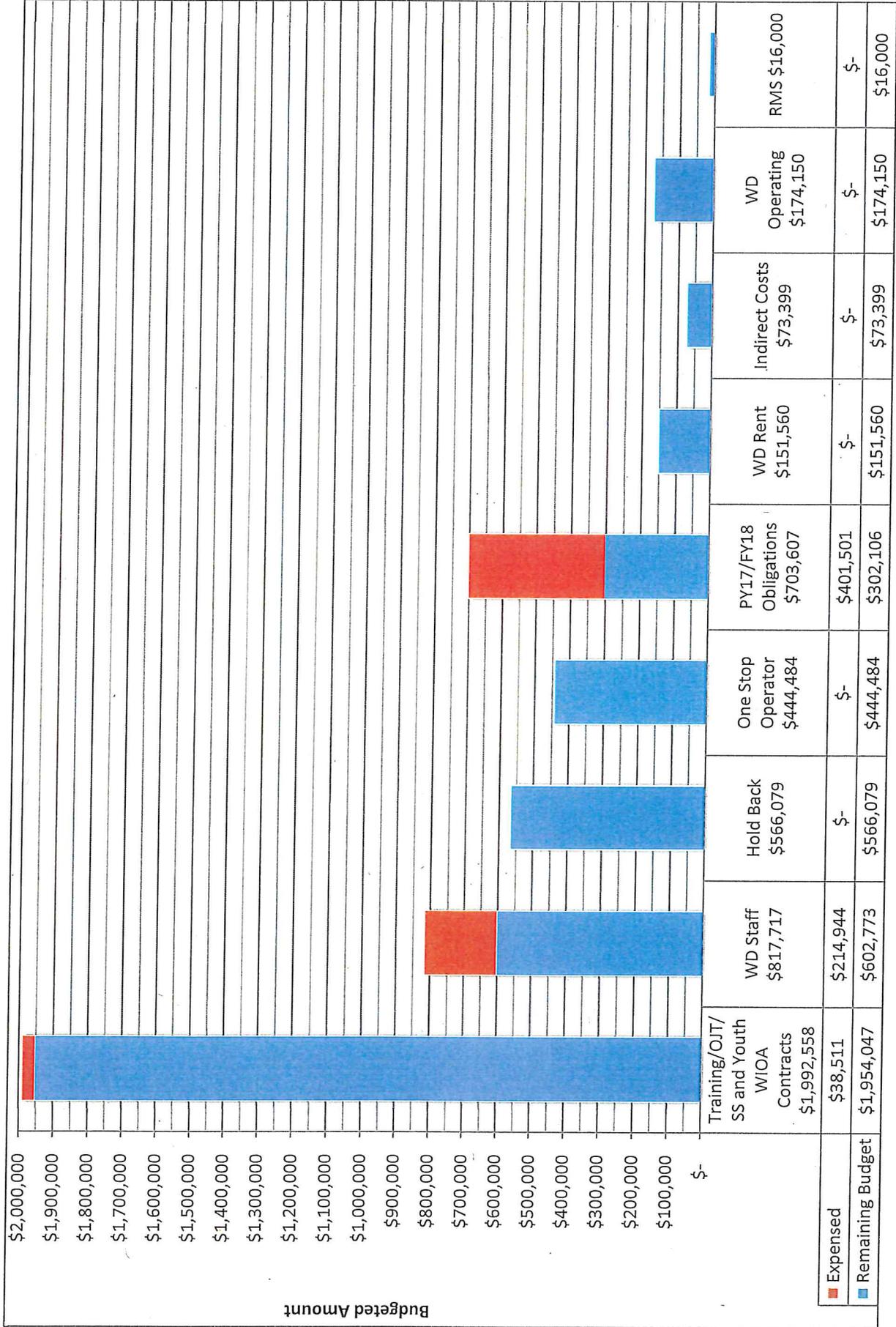
PY17/FY18 Training	\$ 640,373	13.0%
One Stop Operator Core	\$ 327,405	6.6%
Training / SS	\$ 1,225,240	24.8%
WIOA Youth Contracts	\$ 767,217	15.5%
PY18/FY19 Operations	\$ 63,233	1.3%
RMS	\$ 16,000	0.3%
WDA Operating	\$ 174,150	3.5%
Indirect Costs	\$ 73,399	1.5%
WDA Rent	\$ 151,560	3.1%
One Stop Operator Ops	\$ 117,078	2.4%
WDA Staff	\$ 817,718	16.6%
Hold Back	\$ 566,079	11.5%

100.0%

Total Allocation w Carry Forward \$ 4,939,452

Training & Direct Services	\$ 2,960,236	60%
Operations	\$ 1,413,138	29%
Hold Back	\$ 566,079	11%
	\$ 4,939,452	100%

WIOA PY18/FY19 Budget September 30, 2018



Training/OJT/SS and Youth WIOA Contracts \$1,992,558

WD Staff \$817,717

Hold Back \$566,079

One Stop Operator \$444,484

PY17/FY18 Obligations \$703,607

WD Rent \$151,560

Indirect Costs \$73,399

WD Operating \$174,150

RMS \$16,000

Total Allocation w Carry Forward

	Remaining Budget	Expensed	Budget	% of Budget
	\$ 1,954,047	\$ 38,511	\$ 1,992,558	40.3%
	\$ 602,773	\$ 214,944	\$ 817,718	16.6%
	\$ 566,079	-	\$ 566,079	11.5%
	\$ 444,484	-	\$ 444,484	9.0%
	\$ 302,106	\$ 401,501	\$ 703,607	14.2%
	\$ 151,560	-	\$ 151,560	3.1%
	\$ 73,399	-	\$ 73,399	1.5%
	\$ 174,150	-	\$ 174,150	3.5%
	\$ 16,000	-	\$ 16,000	0.3%
	\$ 4,284,596.64	\$ 654,957	\$ 4,939,553	
				\$ 4,939,553

Fiscal Year 2019 Budget for Workforce Innovation and Opportunity Act Funds

July 1, 2018 through June 30, 2019

As of September 30, 2018

OVERVIEW - ALL FUNDING STREAMS

WIOA REVENUES

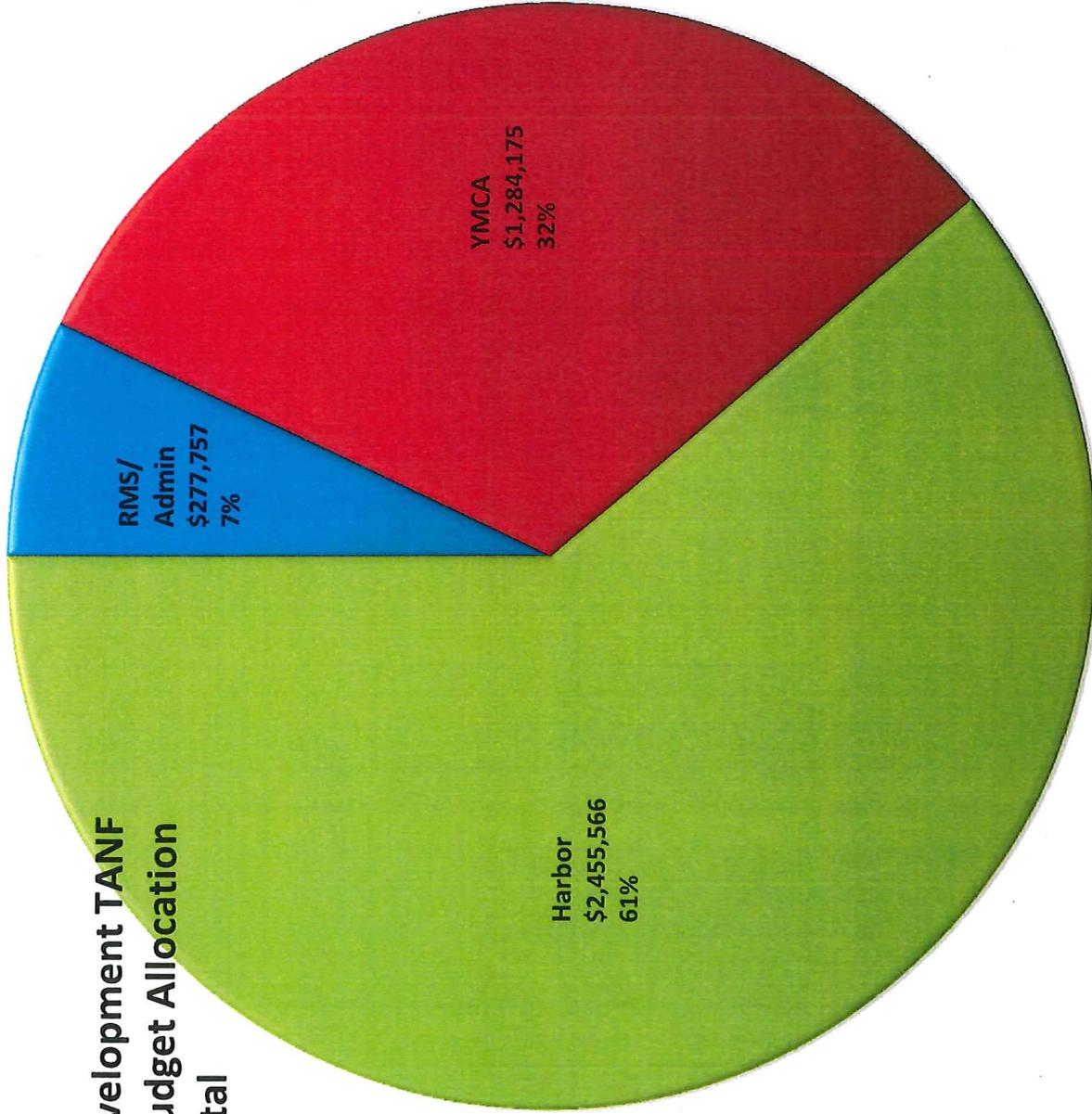
Carryforward Balance FY18 as of 6/30/18	1,079,082.15
FY19 Allocation	<u>3,860,370.00</u>
Total Est. Funds Available FY19	4,939,452.15

EXPENDITURES	Remaining FY 18 Budget	Remaining Obligations	Actual Expenditures	Percent Expensed
FY '18 Remaining Obligations				
FY '18 ITAs	49,313.75	9,578.00	39,735.75	80.58%
OJTs (On-the-Job-Trainings)/Customized Trainings	4,379.06	0.00	4,379.06	100.00%
Supportive Services	11,167.38	0.00	11,167.38	100.00%
Rent for WDA	37,545.00	0.00	37,545.00	100.00%
Rent for the Network Contract	25,688.24	0.00	25,688.24	100.00%
Network - Unregistered Core Services	91,238.13	0.00	91,238.13	100.00%
Network - Support Services				
Youth Out-of-School Provider	331,643.39	283,177.04	48,466.35	14.61%
Youth In-School Provider	152,631.73	9,350.78	143,280.95	93.87%
RMS Contingency	0.00	0.00	0.00	0.00%
Indirect Costs (MOU w/ OMB and LEGAL included)	0.00	0.00	0.00	0.00%
Subtotal Remaining FY 18 Non-Personnel Costs	703,606.68	302,105.82	401,500.86	
WDA Staff	0.00	0.00	0.00	0.00%
WDA Operating Costs (cost pool)	0.00	0.00	0.00	0.00%
Subtotal Remaining FY 18 WDA Personnel Costs	0.00	0.00	0.00	0.00%
Total FY '18 Expenditures	703,606.68	302,105.82	401,500.86	57.06%
Proposed FY 19 Budget	Budget	Remaining	Actual Expenditures	
FY '19 ITAs	895,000.00	865,816.61	29,183.39	3.26%
OJTs (On-the-Job-Trainings)/Customized Trainings	162,000.00	162,000.00	0.00	0.00%
Supportive Services	43,240.00	33,912.09	9,327.91	21.57%
Rent for WDA	151,560.00	151,560.00	0.00	0.00%
Rent for the Network Contract	117,078.23	117,078.23	0.00	0.00%
Network - Unregistered Core Services	327,405.40	117,078.23	0.00	0.00%
Network - Support Services	125,000.00	125,000.00	0.00	0.00%
Youth Out-of-School Provider	575,412.92	575,412.92	0.00	0.00%
Youth In-School Provider	191,804.30	191,804.30	0.00	0.00%
RMS Contingency	16,000.00	16,000.00	0.00	0.00%
Indirect Costs (MOU w/ OMB and LEGAL included)	73,398.54	73,398.54	0.00	0.00%
Subtotal FY 19 Non-Personnel Costs	2,677,899.39	2,429,060.92	38,511.30	1.44%
WDA Staff	817,717.54	602,773.16	214,944.38	26.29%
WDA Operating Costs (cost pool)	174,150.00	121,296.70	52,853.30	30.35%
Subtotal FY 19 WDA Costs	991,867.54	724,069.86	267,797.68	27.00%
Less TANF Youth Paid Expenses				
Total FY '18 and FY '19	4,373,373.61	3,455,236.60	707,809.84	16.18%
	0.00			
Cumulative Refunds/Credits				
Unbudgeted Balance	566,078.54			

**Lucas County Workforce Development Agency
CCMEP TANF Allocations Through FFY19**

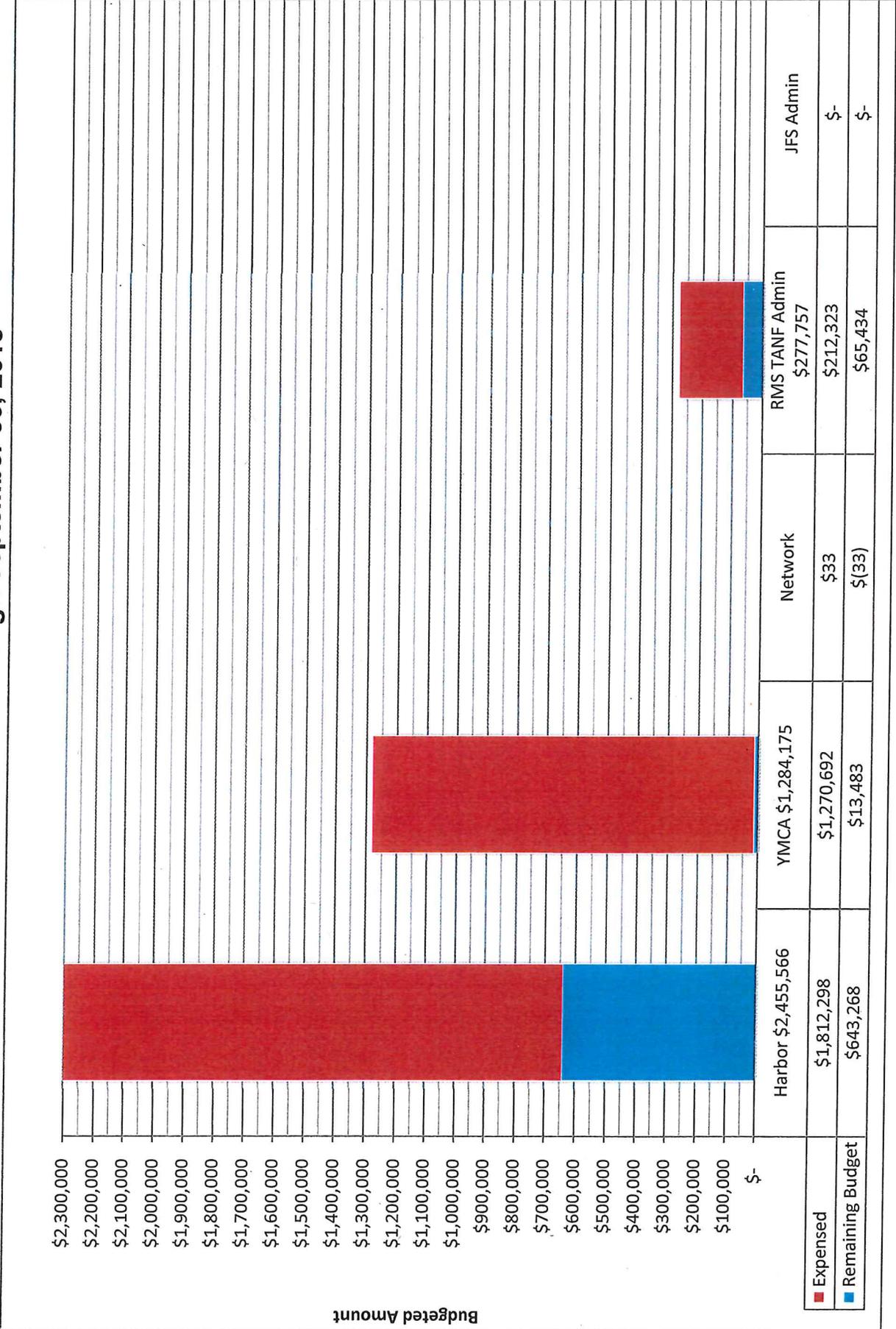
Fiscal Year	Program	Admin	Total	% Variance
FFY17	\$ 3,699,541.00	\$ 274,769.00	\$ 3,974,310.00	
FFY18	\$ 3,739,740.00	\$ 277,757.00	\$ 4,017,497.00	1.1%
FFY19	\$ 3,734,636.00	\$ 277,377.00	\$ 4,012,013.00	-0.1%
FFY19 vs FFY18	-0.1%	-0.1%	-0.1%	

**Workforce Development TANF
PY17/FFY18 Budget Allocation
\$4,017,497 Total**

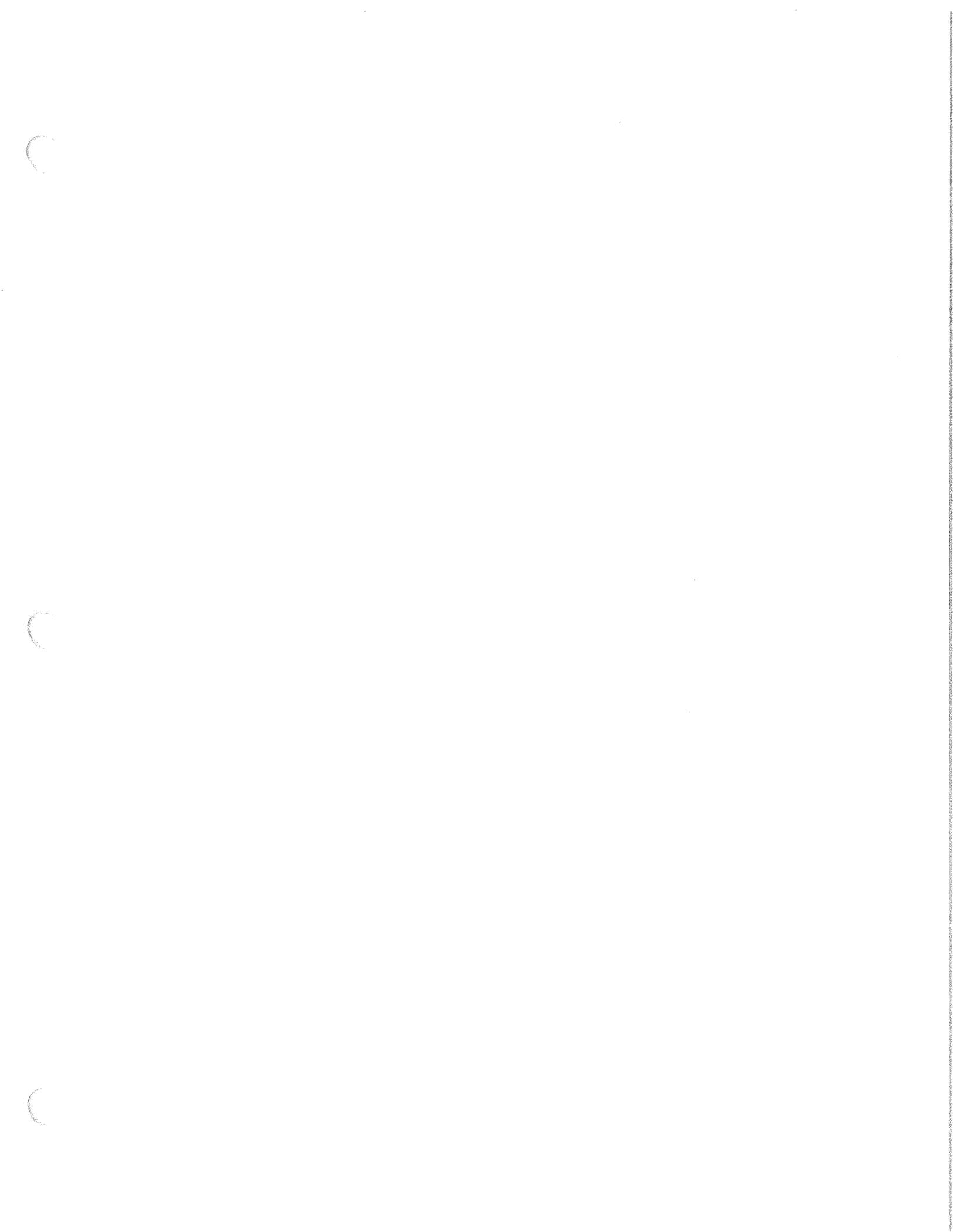


■ RMS TANF Admin ■ YMCA ■ Harbor

**CCMEP TANF Youth PY17/FFY18 Budget
Includes Transactions Through September 30, 2018**



	Remaining Budget	Expensed	Budget	% of Budget
Harbor \$2,455,566	\$ 643,268	\$ 1,812,298	\$ 2,455,566	61.1%
YMCA \$1,284,175	\$ 13,483	\$ 1,270,692	\$ 1,284,175	32.0%
Network	\$ (33)	\$ 33	\$ -	0.0%
RMS TANF Admin \$277,757	\$ 65,434	\$ 212,323	\$ 277,757	6.9%
JFS Admin	\$ -	\$ -	\$ -	0.0%
Total Budget \$4,017,497	\$ 722,151.19	\$ 3,295,346	\$ 4,017,497	
Total Allocation w Carry Forward				\$ 4,017,497



Fiscal Year 2019 Budget for Workforce Innovation and Opportunity Act Funds
 July 1, 2018 through June 30, 2019
 As of September 30, 2018

Summary of FY18 TANF Youth Funding Stream

REVENUES

Carryforward Balance FY18 as of 6/30/18	0.00
FY18 Allocation	4,017,497.00
Transfer/Reimbursement	3,855.05
Total Est. Funds Available FY18	4,021,352.05

EXPENSES	Remaining FY 18 Budget	Remaining Obligations	Actual Expenditures	Percent Expensed	Budget Variance
FY '18 Remaining Obligations					
FY '18 ITAs			0.00		
OJTs (On-the-Job-Trainings)/Customized Trainings			0.00		
Supportive Services			0.00		
Rent for WDA	0.00	0.00	0.00	#DIV/0!	0.00
Rent for the Network Contract	0.00	0.00	0.00	#DIV/0!	0.00
Network - Unregistered Core Services	0.00	0.00	0.00	#DIV/0!	0.00
Network - Support Services					
Youth Out-of-School Provider	0.00	0.00	0.00	#DIV/0!	0.00
Youth In-School Provider	0.00	0.00	0.00	#DIV/0!	0.00
RMS Contingency	0.00	0.00	0.00	#DIV/0!	0.00
Indirect Costs (MOU w/ OMB and LEGAL included)	0.00	0.00	0.00	#DIV/0!	0.00
Subtotal Remaining FY 18 Non-Personnel Costs	0.00	0.00	0.00	#DIV/0!	
WDA Staff	0.00	0.00	0.00	#DIV/0!	0.00
WDA Operating Costs (cost pool)	0.00	0.00	0.00	#DIV/0!	0.00
Subtotal Remaining FY 17 WDA Personnel Costs	0.00	0.00	0.00	#DIV/0!	0.00
Total FY '18 Expenditures	0.00	0.00	0.00	#DIV/0!	0.00
FY 18 Budget	Budget	Remaining	Actual Expenditures		
FY '18 ITAs		0.00	0.00	#DIV/0!	0.00
OJTs (On-the-Job-Trainings)/Customized Trainings		0.00	0.00	#DIV/0!	0.00
Supportive Services		0.00	0.00	#DIV/0!	0.00
Rent for WDA	19,620.00	(4,256.42)	23,876.42	121.69%	0.00
Rent for the Network Contract	3,190.00	(355.78)	3,545.78	111.15%	0.00
Network - Unregistered Core Services	0.00	0.00	0.00	#DIV/0!	0.00
Network - Support Services	0.00	0.00	0.00	#DIV/0!	0.00
Youth Out-of-School Provider	2,455,565.50	643,267.53	1,812,297.97	73.80%	0.00
Youth In-School Provider	1,284,174.50	13,482.52	1,270,691.98	98.95%	0.00
Network Youth	33.21	0.00	33.21	100.00%	0.00
RMS Contingency	38,426.60	38,426.60	0.00	0.00%	0.00
Indirect Costs (MOU w/ OMB and LEGAL included)	18,380.40	0.00	18,380.40	100.00%	0.00
Subtotal FY 19 Non-Personnel Costs	3,819,390.21	690,564.45	3,128,825.76	81.92%	0.00
WDA Staff	191,000.00	36,555.91	154,444.09	80.86%	0.00
WDA Operating Costs (cost pool)	7,140.00	(4,935.96)	12,075.96	169.13%	0.00
Subtotal FY 18 WDA Costs	198,140.00	31,619.95	166,520.05	84.04%	0.00
Total FY '17 and FY '18 Obligations	4,017,530.21	722,184.40	3,295,345.81	82.02%	0.00
Cumulative Refunds/Credits					
Unbudgeted Balance	3,821.84				