

**Lucas County Workforce Development Board**  
Meeting Minutes for: December 15, 2022, 3:00PM  
Location: Zoom and In-Person  
3737 W Sylvania Ave.  
Toledo, OH 43613

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**Board Member Roster**

P	LaTonya Boyd	P	Jeremy Knisely	P	Scott Potter
N	Khary Carson	P	Karyn McConnell	P	Bob Savage
N	Sue Cuevas	P	Loren McDonald	P	Tammi Sherman
P	Lee Daher	P	Michelle McDougall	P	Denise Smith
P	Tom Dimitrew	N	Valerie Moffitt	P	Steven Stockdale
N	Deborah Fortney	P	Teresa Moore	P	David Takats
P	Luke Grable	N	Debra Morris	N	Kristy Valleroy
P	Scott Hayes	N	Andrew Newby	N	Ryan Webb
N	Laura Jenkins	N	Michael Pfeiffer		

**Board of County Commissioners**

N	Tina Skeldon Wozniak	N	Pete Gerken	N	Gary Byers
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**Staff, Visitors, and Others**

P	Ben Pushka	P	Darlene White	P	Dave Timmerman
P	David Glaza	P	Angela Miller	P	Tonia Saunders
P	Josh Thurston	P	Kwinlyn Tyler	P	Theo Foreman
P	Gina Kazala	P	Burma Stewart	P	Matt Heyman
P	Dana Pierce	P	Grace Heffernan	P	Brenda Vogley
P	Alexus Miller-Schmenk	P	Doug Born	P	Melvin Jackson

**Call to Order**

The meeting of the Lucas County Workforce Development Board was called to order by Board Chair Lee Daher on December 15, 2022 at 3:08 pm. It was determined by roll call that quorum was reached.

**Approval of Minutes**

Chair Daher allowed a few moments for the Board to review the minutes of the October 26, 2022 meeting of the full Board and asked for a motion to approve. A motion was made by Jeremy Knisely and seconded by Teresa Morris. The motion passed by unanimous vote.

**One-Stop Certification Update**

Tonia Saunders gave an update on the Ohio Department of Job and Family Services certification process for the One-Stop certification. Tonia noted that the certification was approved by the state of Ohio and that all requirements for certification were met. She congratulated Harbor and DPD Staff for their hard work.

## Guest Presentations

Tonia Saunders introduced consultants from Thomas P. Miller and Associates, Grace Heffernan and Brenda Vogley to present the work being done by the Business Services team to formulate a strategic plan.

Grace Heffernan and Brenda Vogley introduced themselves and presented their relevant experience.

Grace Heffernan gave a presentation on the work and experience of Thomas P Miller and Associates (TPMA), including working with the Board on the strategic plan process in 2021. Grace presented on the methodology of their work, including document review, stakeholder engagement, and onsite planning.

Brenda Vogley presented on the first goal of the draft strategic plan to become a visible brand for businesses seeking workforce services. Strategies to reach this goal include, maximize digital presence; document employer and jobseeker testimonials, success stories, and case studies; increase visibility of OMJLC within the workforce ecosystem; develop an “elevator statement”; and develop sector specific marketing campaign aimed at engaging employer in high quality in-demand industries.

Grace presented on the second goal to support and retain a team of customer-focused business service professionals. Strategies to reach this goal include build and assign roles based on expertise, interest, and capacity, strengthen knowledge based on ED activates and professional development, and create designated times, places, and spaces to support team’s mental health.

Brenda presented on the third goal to align partners, services, and programs through thoughtful employer engagement that meet the needs of business and industry. Strategies to reach this goal include, develop menu of partners, services, funding, and programs; identify competing and duplicative services/providers and work to align with those services/providers; and assess high-growth companies and industries and develop outreach strategy for business services, team including ED.

Grace presented on the fourth goal, continuously improve service delivery through data-driven decision making. Strategies to reach this goal include, develop data tracking frameworks to collect/compare company intel to benchmark current efforts; develop framework for company visits to ensure uniform business intelligence is collected on each visit and clearly define what data must be collected for each business visit,; use data frameworks and collected data to inform decisions going forward and use data to determine team direction, priorities and to define resources needed.

Grace outlined the timeline for plan review which includes, today’s meeting, biweekly check in meeting with the DPD team, DPD and WDB members have until December 23<sup>rd</sup> to review and to provide feedback on the strategic plan. After feedback is received, a final draft will be provided. Once the draft is approved, TPMA will work with a graphic

design team to ensure that the document looks good and is ready to share with partners.

Tonia Saunders opened up the floor to any questions. Hearing none and seeing no comments in the Zoom chat, Tonia asked the board to send any questions they had to staff to be answered and hoped to hear feedback from the board on the plan and process.

### **Other Business**

Hearing no other business, Chair Daher called for a motion to adjourn the meeting which was made by Scott Potter and seconded by David Takats and approved by unanimous voice vote by the board. The meeting was adjourned at 3:58 pm.