

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

**LCWDB BOARD MEMBERS**

<b>N</b>	Barnes, Jacqueline	<b>N</b>	Kline, Dan	<b>N</b>	Roelfsema, Michael
<b>Y</b>	Conover, David	<b>Y</b>	Knisely, Jeremy	<b>Y</b>	Schoen, Tonia
<b>Y</b>	Cumming, Jennifer	<b>N</b>	Langenderfer, Nicole	<b>Y</b>	Simon, Sandy
<b>Y</b>	Daher, Lee	<b>Y</b>	Luzar, Joe	<b>Y</b>	Smith, Kris
<b>Y</b>	Dettmer, Carl	<b>Y</b>	McConnell, Karyn	<b>Y</b>	Valleroy, Kristy
<b>Y</b>	Dymarkowski, Charlotte	<b>Y</b>	Moffitt, Valerie	<b>N</b>	Van Riper, Tammy
<b>Y</b>	Fleetwood, David	<b>Y</b>	Morris, Debra	<b>Y</b>	Wallace, Roslyn
<b>Y</b>	Fought, Annette	<b>N</b>	Nowak, Angela		
<b>N</b>	Hollister, Jack	<b>Y</b>	Potter, Scott		

**Board of County Commissioners**

<b>N</b>	Skeldon Wozniak, Tina	<b>N</b>	Gerken, Pete President	<b>N</b>	Contrada, Carol
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**Staff & Visitors**

<b>Y</b>	Gebers, Craig (NetWORK)	<b>Y</b>	Glaza, Dave (DPD)	<b>Y</b>	Aliakbar, Yousef (Exec. Asst. to Commissioner TSW)
<b>Y</b>	McFall, Norman (DPD)	<b>N</b>	Vahey Casiere, Megan Lucas County Administrator	<b>N</b>	Sutter, Matthew (DPD)
<b>Y</b>	Veh, Mike (DPD)	<b>Y</b>	Chad Olson (DPD)		
<b>Y</b>	Saunders, Tonia WDB Director (DPD)	<b>N</b>	Guerra, Leigh (OMJ)		

**Call to Order**

The quarterly meeting of Lucas County Workforce Development Board convened at OhioMeansJobs Lucas County Room 3 on Thursday, October 25, 2018 and was called to order by President, Joe Luzar, at 3:04pm.

**Announcement of new board members by J. Luzar**

Charlotte Dymarkowski from Foundation Steel, Karyn McConnell from Goodwill Industries of NW Ohio and Valerie Moffitt from Local Initiatives Support Corporation (LISC).

**Approvals**

**Meeting minutes:**

J. Luzar asked for a motion to approve the minutes from the August 23, 2018 meeting. Motion was made by T. Schoen and seconded by D. Fleetwood. The motion passed unanimously without objection or abstention.

**Strategic Plan Goal 1 – Tonia Saunders**

- o ACT WorkReady Certification was achieved
- o Award was presented

- 3years to achieve goal
- M. Veh discussed that the goals have to be maintained now
  - Certification Badge is on the WorkReady Lucas County website and everywhere it can be added
  - This will help with new businesses coming in that will be looking to hire a lot of people
  - ACT has maintenance goals which requires recertifying businesses. There are 171 business needed and the current number is at 253 so exceeding goal.
  - There is a need to certify more students (couple hundred needed), but any ACT in Lucas County will count towards goals
  - It's estimated that 600 people will be in the transitioning category in 2 years although we are already 65% toward maintenance goal
  - Looking to expand WorkReady Manufacturing program – unemployment is around 4.9% which still means approximately 10,000 people are still looking and can't find jobs
  - Will reach out to low income, re-entry, Bridges Out of Poverty, A-game participants and ESL classes.
  - There are still partners to pull in
  - WorkReady “Hires” – Helping Individuals Reach Employment Success – which will ask businesses to commit to at least interviewing participants.
- J. Luzar asked if anyone else in Ohio is doing ACT WorkReady Communities
  - M. Veh – others are doing work ready programs but none that we're aware of at this level
  - L. Daher – mentioned OH Urban Resource System Conference – community action groups around the state
  - C. Dymarkowski – mentioned she has partnered with library regarding ESL classes
  - M. Veh – the library is a key partner for the new initiative
- T. Saunders discussed bringing before board members goals & progress from various areas – A. Wilson, D. Glaza, C. Olson, P. Moore, N. McFall and C. Gebers. T. Saunders also mentioned the binders board members are given and that the packets given at meetings are meant to go into the binders and going forward will be smaller and not overloaded with materials.
- One Stop / ACT Progress Report
  - 17 achieved Platinum status – 9 being TPS Juniors
  - They will be acknowledged via a conference
- Bring Your A-Game
  - C. Gebers discussed the program which connects employees to soft skills
  - Participants attend workshops about performing on the job, companies guarantee interviews if they go through the program and requires 8 hours of course work
- The state is in the process of integrating services
  - One Stop & staff (Wagner-Peyser programs)
  - Began coordinating efforts October 1, 2018
  - J. Knisley discussed the WIOA Achieve / Fail so each county has refocused as many had gotten so caught up in chasing grant money and not helping or doubling services. The changes had already seen an increase in orientation attendance.
  - J. Luzar stated the new format would tighten up services and bring in more successes and accomplishments.

### **Strategic Plan Goal 2 – Tonia Saunders**

- Restructuring of Business Services Model
  - Example: if a company posts a job, did they come back for other services.
  - The state is now requesting to see if providing and/or serving the needs of businesses

- J. Luzar – where is the feedback stored?
- T. Saunders – In the data system – online and paper
- J. Luzar – would the board be interested in seeing?
- T. Saunders / M. Veh – Yes, can send out
- Career Fairs / Business of the Day
  - The Lucas County sheriff’s office has lowered the age from 21 to 19 for correction officers
  - The application is 19 pages and 5 pages need notarized
  - Held a strategic event to give more intimate environment and brought in a notary to assist.
  - Once the application is complete then they have to pass background check & drug screen
  - Completed 40 applications that day which was more than they have ever had completed
  - D. Fleetwood – how many were within the new age range?
  - T. Saunders – not sure
  - D. Fleetwood – felt that 19 was too young
  - T. Saunders – said they had researched and were going to a more hands-on approach to training
  - C. Dettmer – mentioned that Owens assists with testing for Sheriff (3-hour test)
  - V. Moffitt – asked if there is any personality testing?
  - C. Dettmer – not specific, but testing done vets that and maturity level
- P. Moore – on Business Services Team
  - In May, helped a business who was having employment issues with recruiting and retaining
  - Business Services assisted with reasearching pay rates and determined the business was at the low end
  - Ohio Labor Market Information assisted in getting employees to increased rates
  - Discussions on important to stay competitive with wages
  - C. Dettmer – asked if the company had a realistic sense?
  - P. Moore – yes
  - J. Luzar – asked where the information came from
  - P. Moore – Labor Market Information – OH Labor Market Information (LMI) – can be found on app store and is state specific
  - J. Luzar – tweak to region?
  - P. Moore – used Toledo
  - M. Veh – county also subscribes to a service with more information
  - L. Daher – do employers know this exists?
  - P. Moore – with the app roll out should inform employers

**Strategic Plan Goal 3 – Tonia Saunders**

- Career Services enrolled 4,383
  - More intensive with walking through the process to plan, finances, educational processes, etc.
  - 1,002 new clients; 130 vets
  - C. Gebers – Registered Career Services one on one help with supportive services ie. Work clothes/boots, ID and collaborate with CCMEP.
- N. McFall – ITA/CCMEP update – able to serve people with more barriers.
  - ITA - Right on track – see page 4 of packet. Strict process being followed.
  - CCMEP – Youth piece – 2 fund streams coming from TANF and Service dollars
  - In School / out of school
  - 1200 – Last year’s target; 1,984 actual

- Exceeded WIOA
- Negotiated Federal targets – served 545 youth. Harbor able to adapt to changing policies and wages increased 22% from 3<sup>rd</sup> to 4<sup>th</sup> quarter.
- Challenges: No reports, state database is full of errors and youth wages are lower than state average
  - D. Fleetwood – Why?
  - N. McFall – don't know Federal government sets and state negotiates. State average 2<sup>nd</sup> quarter was \$27.66 and we were at \$27.44.
  - May 2017 – summer youth was reinstated with the goal to engage in yearlong CCMEP. Harbor initiated if they stayed they would get \$1.00/hour raise.
  - State / Federal policies don't mesh

#### **Chamber of Commerce Study update –**

- J. Luzar delegated discussion to M. Veh
- 3 groups: 1) Internal group – Mike and Chamber; 2) Steering and 3) Focus groups with business communication.
- Focus groups working on initial draft of talent pipeline and training programs to be finished by the end of October
- Conducting business analysis to align – if you have training programs do they align to needs – mid- November deadline
- This will be shared with the board
- Want feedback and not making assumptions

#### **Strategic Plan Goal 4 & 5 – J. Luzar**

- Executive Committee analyzed goals and looking to use the expertise in the room to align to the goals. J. Luzar will be reaching out to board members soon.
- Goal 4: Has a branding component to it and the issue is there is nobody to identify for this piece so it may be necessary to reach outside the board.
  - S. Potter – recommended Martha Vetter
- Goal 5: J. Luzar is working with ProMedica Chamber of Commerce and Goodwill, Cherry Street Mission and will report along the way.

#### **Financial Report – D. Glaza**

- Fiscal Reports are provided in the packet.
- TANF allocations – 3<sup>rd</sup> year virtually the same dollars
- T. Schoen – Any concerns?
- D. Glaza – No. Not a lot of new expenses yet

#### **New Business –**

- T. Saunders – renewal of board members approved through commissioners plus appointments of 3 new people. Thanked group for 2 more years.
- J. Luzar – we will be encouraging participation in meetings
- J. Cumming – asked about a 2019 calendar of dates?
  - T. Saunders – not yet
  - M. Veh – can get next couple days
- C. Dettmer – asked about relocation
  - T. Saunders – meeting tomorrow. Maybe and update at the next meeting with M. Sutter.
- T. Saunders – asked the group if the time was ok?
  - M. Veh – to send a survey to the group for time for meetings

- J. Luzar – mentioned an outlook request for dates
- A. Fought – asked if the board could get minutes beforehand
- T. Saunders - yes

Next meeting January 24, 2019

▪ **Adjourned 4:19 p.m.**

Minutes recorded and submitted by Kristy Valleroy, Secretary/Treasurer.

DRAFT