

Lucas County Workforce Development Board
 MEETING MINUTES FOR Thursday, April 27, 2017
 Woodward High School: Reading Room 1202

LCWDB BOARD MEMBERS

Y	Barnes, Jacqueline	Y	Kline, Dan	N	Roelfsema, Michael
N	Conover, David	N	Knisely, Jeremy	Y	Schoen, Tonia
Y	Cumming, Jennifer	N	Kroma, Thomas	N	Shook, Frances
Y	Daher, Lee	N	Langenderfer, Nicole	Y	Simon, Sandy
Y	Dettmer, Carl	Y	Luzar, Joe	N	Smith, Kris
N	Fleetwood, David	Y	Morris, Debra	N	Swartz, David
Y	Foght, Annette	Y	Myers, Lindsay	Y	Valleroy, Kristy
Y	Heyrman, Matthew	N	Potter, Scott	Y	Van Riper, Tammy
N	Jacob, Tracy				

Board of County Commissioners

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

Y	Gebers, Craig (NetWork)	Y	Glaza, Dave (DPD)	V	Keith Instone
Y	McFall, Norman (DPD)	Y	Vahey Casiere, Megan WDB Director (DPD)	V	Brad Hemming
Y	Veh, Mike (DPD)	Y	Moore, Pamela (DPD)		
Y	Saunders, Tonia (DPD)	Y	Guerra, Leigh (OMJ)		

Call to Order

The meeting of Lucas County Workforce Development Board convened at Woodward High School Reading Room 1202 on April 27, 2017. Joe Luzar called the meeting to order 8:33 a.m.

Welcome

J. Luzar thanked Principal Renz for allowing us the space at Woodward High School. Principal Renz welcomed The Board to Woodward High School.

Approvals

Meeting Minutes

J. Luzar asked for a motion to approve January 26, 2017 meeting minutes. Motion was made by J. Barnes and seconded by T. Schoen. The motion passed unanimously without objection or abstention.

- **TechHire Presentation** (TechHire is a national network of communities helping diverse candidates learn in-demand computing skills and start great careers. Toledo joined in December, 2016).
 - TechHire provides training in underrepresented communities
 - In the process of gaining funding for wrap around services (i.e. Apprenticeships)
 - Bring awareness to young people regarding technology opportunities
 - Wants to make it a community activity

- **New Members** – Joe Luzar
 - Matthew Heyrman: Associated General Contractors of NW Ohio
 - Thomas Kroma: Mercy Health
 - Tammy Van Riper: United Auto Workers Local 14

Welcome to the Lucas County Workforce Development Board.

- **RFP OMJ Lucas County** – Tonia Schoen
 - The Procurement Committee met on March 17, 2017 to discuss the one stop proposals.
 - 17 different entities downloaded the RFP, but only 3 submitted proposals.
 - We (the Committee) reviewed the proposals based on the guidelines of the RFP.
 - The RFP was posted on LinkedIn, SHRM, Lucas County Website and a few other sites.
 - The three proposals came from: First Regen, Pathway and Network
 - All three proposals were reviewed, discussed and scored.
 - Network: 75
 - Pathway: 47.5
 - First Regen: 42.5
 - Per the RFP, 20 points were available for interviews if the scores were close
 - Interviewing was deemed unnecessary since the gap was over 20 points.
 - The Procurement Committee recommends: Network as One-Stop Operator
 - J. Luzar – Before we bring this item to a vote we will have a discussion; Craig we ask that you and your staff excuse yourselves while we discuss.
 - Craig and Leigh waited in the hall during discussion
 - Commissioner Skeldon Wozniak discussed the fact that only 3 proposals were submitted out of the 17 downloads of the RFP.
 - We had the same One Stop operator for the last 12 years
 - We are asking questions, and with an increase management approach a change in the management model should be achieved. Should we move forward with the current provider or move into another direction this year will allow us the data to make those decisions.
 - M. Veh – The initial contract is a 2 year contract
 - M. Vahey Casiere – The One Stop Operator is the face of the County and the One Stop
 - The Workforce Investment Board was very hands on in the beginning. They implemented standards, but as time went on things have become a little stale. As we climb out of this hole - we need to look at a different operating model. The majority of the Board Membership is private sector.
 - To be honest – there is not a great opinion of the One Stop within the community
 - Some will say it is not for everyone
 - Part of that is because we had an arm’s length approach. We can’t do that anymore.
 - 3 recommendations for moving forward
 - Workforce Development Board
 - Create an Executive Committee
 - Meet monthly to monitor the One Stop
 - Department of Planning and Development
 - Share responsibility for monitoring the One Stop
 - A staff member will monitor the 2 youth providers
 - Set the criteria then report out to Board
 - The State requires an annual monitoring report
 - Bring in the One Stop Operator as part of the Management Board Structure under Workforce Staff.

- What is the customer experience? I had someone go through the HPOG program to become an STNA, but this person was part of the control group and fell out of the program. The person asked if there were any services that she would qualify for. The person responded that- you were in the control group and we can't help you.
- We got a call – so I gave it to Tonia
- Tonia and Deb T. spoke with the individual and found out that they could get STNA training through the Recovery to Work program.
- Network has been a super partner over 2000 people have gone through WorkReady Manufacturing and 300 have gain their certificates
- J. Luzar – The call we had with Craig and Leigh, we went through the proposal and Craig was very forth coming. After the conversation we determined a more metric system is needed. We will work with them to establish a metric system.
- L. Myers – Why was there such a large gap in scores
- T. Schoen – The current provider's proposal had more experience, the proposal addressed the RFP requirements and deliverables. They were also the only proposal to address the MOU.
- M. Vahey Casiere – The law changed, The Board changed – which means the One Stop will change.
- After the first year we will be able to determine if there is a need to go back out to the market place with a RFP.
- If we go back out we may have more responses.
- We are going to have an internal reorganization of DPD.
- We ask that we approve the contract for 2 years with the first year of intensive services.
- Good enough is not enough – we want to excel.
- J. Barnes – Raise the bar.
- J. Luzar – We developed a great Strategic Plan – The One Stop should be a part of the implementation
- Metrics should cover: various measurable, are phone calls being returned, etc.
- S. Simon – Does Network fully understand?
- M. Vahey Casiere – we have brought our concerns to them.
- This is in addition to the basic standards.
- S. Simon – The 3 prong approach is great. I do think that they do get bough down in meeting metrics. I think these are the right steps.
- L. Daher - Should we add this to the future RFP? Maybe we need to do a better job with our RFP, by requiring these items.
- C. Dettmer – The RFP is what can help us flush out the issues.
- L. Daher – Since the competition is on the same schedule, do we want to change our rotation- to 3 years? Try staggering the RFP's in a different pattern.
- Commissioner Skeldon Wozniak – Can we ask the organizations that pulled the RFP, why they didn't apply?
- S. Simon – Maybe our location is difficult for people. When you have the premier parking for faculty and not students, why would students feel valued? When I first came to this location I was not sure where I could park. The best parking is reserved and the lots across either street are not clearly marked as OMJ Parking.
- J. Luzar – We can keep the conversation going, but for the sake of time, we will address this again.
- J. Luzar – May I have a motion to approve Network's proposal for One Stop Operator?
 - Motion to approve L. Daher; 2nd by S. Simon.
 - Motion approved with no objections
- Ask Craig and Leigh to return to the meeting.

- **Approval of Board's Name Change** – Joe Luzar
 - J- Luzar – read the resolution
 - Changing the Board's name from: Workforce Investment Board of Lucas County to Lucas County Workforce Development Board
 - Motion to approve: S. Simon, 2nd by L. Myers
 - Motion approved with no objections.

- **Approval of Articles of Incorporation** – Joe Luzar
 - J. Luzar – Megan will speak on this for a moment
 - In order to maintain our 501 3C Status, we need to change our name according to WIOA standards.
 - Motion to approve: C. Dettmer, 2nd by L. Daher
 - Motion approved no objections.

- **Youth Incentive Policy** – Kristy Valleroy
 - This policy will allow the youth providers to establish criteria for incentives and a process for awarding the incentives when milestones are reached.
 - The incentives cannot impact the budget more than 3.5% of the annual budget.
 - Motion to approve J. Barnes, 2nd J. Cumming/ S. Simon
 - Motion approved no objections.

- **Executive Director Updates** – Megan Vahey Casiere
 - Implementation guide - PowerPoint
 - 5 Goals:
 - Prepare a pipeline of WorkReady Individuals based on the needs of employers
 - Provide proactive and adaptable business services and solutions through meaningful employer engagement
 - Provide holistic, customer-centric, streamlined, and team-based career services.
 - Enhance public perception of the Lucas County Workforce System by providing effective, timely, and accurate communication
 - Establish the Lucas County Workforce Development Board as the central Hub of workforce development activities in the region.
 - Recommend adding two additional committees: Executive and Financial
 - T. Schoen – Asked if Financial can be combined with Procurement?
 - C. Dettmer – Wanted to know about the expectations of Board Members. How much of a working board is this? J. Luzar – The By- Laws encourages an active board, but does not require committee participation.
 - In the interest of time, you have the various reports (WorkReady, Adult & Dislocated Worker) if there are no questions we will continue without calling each up separately to discuss the reports.
 - 189 Businesses supports the WorkReady program
 - TPS is testing students, which will occur by the end of May
 - L. Myers – What is the cutoff date for WorkReady?
 - M. Veh – May 2017 officially, but I don't think there really is one at this point.
 - Rapid Response – Theo Foreman will take 2 minutes to give an overview of Rapid Response. There has been a combination of Retail and Manufacturing layoff notifications
 - T. Foreman coordinates a group of 4 people to attend the Rapid Response Meetings (individuals from The State of Ohio, The One Stop, and ITA's) The representatives cover

requirements for unemployment, how to apply online, One-Stop Services and training opportunities via ITA's.

- The Anderson's Rapid Response was interesting because it is retail and its employees were long term. Some people had 15, 20 and even 30 years. Several already had job offers.
- We don't normally do a lot with retail, but there has been a recent increase with online shopping.

▪ **Financial Report** – Dave Glaza

- Please find in front of you a Glossary of Budget Terms
- We are through the third quarter, everything is inline
- No surprises
- The new budgets are not out yet, just the preliminary budgets.
- Our budget will be lower because unemployment is down.
- M. Heyrman – Why is 34% unbudgeted in the Youth – D. Glaza, Summer Youth funding will utilize this portion.
- M. Heyrman - Is there a challenge to get those dollars out?
- M. Vahey Casiere – Summer Youth went away last year. CCMEP is now all year. We are calling it Summer Youth, which we are plugging into the CCMEP Program.
- M. Heyrman – We are backfilling?
- Yes.
- D. Glaza – YMCA and Jobs & Family Services
- D. Glaza – In the next chart you can see what was expanded through March, this is a State wide issue. The last bar chart is for special allocations; WorkReady – only the portions contributed by the private partners.

▪ **OhioMeansJobs Lucas County** – Joe Luzar

- Due to time restraints we will not be able to discuss
- Network's RFP proposal for One Stop Provider was approved.

▪ **New Business** – Joe Luzar

- Megan will discuss the final item
- Lindsay Myers is leaving. She and her family is moving to GA
- She has done so much with Oregon Economic Development and she will certainly be missed.
- L. Myers – Thank you very much.
- Welcome to the new members, thank you to Woodward and we are adjourned: 9:54 a.m.

Minutes recorded and submitted by Pamela Moore, Development Specialist II.