**Workforce Development Board of Trumbull County**

**Minutes**

**Thursday, November 17, 2022 @ 8:30 a.m.**

**Vernon’s Cafe**

**Members Present Members Absent**

William Ayres

Scott Brush

Bernadette Bryant

Herbert Caldwell, Jr

Melissa Capple

Laura Carey

Thomas S Conley

Arthur Daly

Eric S Davis

Antonio DiTommaso Jr

Donald Emerson, Jr

Brian Eskridge

Dale Foerster

William Cummings for John R Gargano

Linsey A Gray

Michael Hanshaw

Tyler Harden

LaTasha Johnson (Saulsberry)

Pete Kefalas

Michael D Keys

Erin Konicek

Melissa Maiorano

John Moliterno

Anthony Stellato for William E Moore

Patricia Nichols

Dawn R Ochman

Brian Pritchard

Mark Ragozine

Russell H Sewell

Lisa Taddei

Stephen A Telego, Sr

Rich Tice

Tia Toles

Daniel Vodhanel

Teri Lacy

**Guests Present**

William Turner, WDB Executive Director

Kim Barrell, OMJ Administrator

Dimitri Liogas, Executive Assistant

William Cummings, TCJFS Fiscal Administrator Delegate

Tara Stanyard, OMJ Supervisor

Mr. Moliterno, Board Chair, called the meeting to order, roll call was conducted with quorum in attendance.

Chairperson, Mr. Moliterno requested a motion to approve the minutes of the August 18, 2022 meeting as submitted to the Board via email.

**MOTION**: By Mr. Emerson to approve the August 18, 2022 WDB minutes, as written and submitted.

**Seconded:** By Mr. Keys

**Discussion:** None

**Vote:** Unanimous

**Motion: Carried**

Mr. Moliterno requested reports from the Board’s Standing Committees.

**OhioMeansJobs Committee**

Committee Chair, Mr. Michael Keys reported the last meeting was held November 8, 2022. The committee discussed some items on today’s agenda. No action items to bring to the Board. The next scheduled meeting will be on February 7, 2023.

**Youth Committee**

Mr. Turner, for Committee Chair Conley, reported that the committee met on October 11, 2022 and discussed various items on today’s agenda. The committee received reports from both youth services providers. The next meeting will be on January 10, 2023. The Committee has no action items to bring to the Board.

**Planning & Monitoring Committee**

Mr. Davis, Committee Chair, reported that the last meeting was held October 20, 2022. The committee reviewed WIOA expenditures and enrollments among other agenda items discussed today. The next meeting is scheduled for January 19, 2023. No actions items to bring to the Board.

**By-Laws Committee**

Mr. Emerson reported a meeting was held September 16, 2022. Mr. Emerson reports that after extensive review of the by-laws by the committee on two bylaw provisions, the committee agreed to increase the meetings quorum requirement from 40% to 50%. The next annual meeting is tentatively scheduled for August 10, 2023. Mr. Moliterno requested a motion to accept the By Laws special meeting as written and submitted to the Board.

**MOTION: made by Mr. Emerson to approve and adopt the Trumbull County Workforce Development Board By Laws special meeting amended 9/16/2022 as submitted.**

**Seconded: by Mr. Sewell**

**Discussion: None**

**Vote: Unanimous**

**Motion: Carried**

**Executive Ad-Hoc Committee**

Mr. Moliterno reported the Executive Ad-Hoc Committee last met September 15, 2022. A special meeting was held by the Executive committee to review and approve two updated policies. The Self Sufficiency which was increased from 250% to 300% of FPL. Also, The Incumbent worker Training policy was reviewed and updated. The updated policies were sent out via email with the agenda. Ad Hoc meetings are scheduled as needed.

**Old Business**

**RETAIN:**

Mr. Liogas updated the Board on the progress of the RETAIN Grant. Mr. Liogas reports that Phase II of the grant is progressing and recently attended an annual convening with other states that received RETAIN Phase II funding. The states shared best practices and success stories. Also, Mr. Liogas shared a presentation that was developed by Mercy Health of the work and statistics that have been completed thus far for Phase II. Sarah Marino, Mercy Representative, also provided insight to the convening and the presentation.

**ARIES update:**

Mrs. Barrell reports that difficulties persist with the implementation of the new system with operational and reporting issues. OMJ is working diligently with the State to resolve the issues as they occur.

**Ohio To Work:**

Ms. Barrell reported that the WDB, Jobs Ohio, Flying High, NCUSA, and Regional Chamber continue their collaborative effort with Mahoning County MCTA. The group continues to meet regularly. The Ohio to Work grant will end 12/31/2022.

**RESEA:**

Mrs. Stanyard provided the Board an update on the RESEA services. Mrs. Stanyard reports that year to date OMJ has conducted 348 participants contacts, 164 RESEA interviews and 139 subsequent interviews.

**COVID 19 NDW Grant:**

Mrs. Barrell reported that the difficulty continues to expend the funds due to the restrictions attached to the funding, but efforts continue.

**Fresh Start Grant:** Mrs. Barrell stated that OMJ continues to look for disaster relief employment WEP participants. Mrs. Barrell reports that there may be an opportunity for a WEP at Flying High and are currently looking into eligibility.

**Summer Program 2022:** Mrs. Barrell debriefed the committee on the summer program. Mrs. Barrell stated that 53 participants started the program and 75% completed the program. Also, the program was extended to 12 participants into August and September. There is potential for 5 of the extended youth to transition to WEP. JOG (youth services provider) coordinated the Summer Program this year.

**State of Ohio BRN Grant:**

Mrs. Stanyard reported that the new State of Ohio BRN Grant is in operation. BRN employee Derek Rieser is doing a fine job in reaching out to employers and offering the BRN and OMJ services. His efforts have resulted in an increase in OJT’s and additional collaborative efforts with the OMJ Center.

**Incumbent Worker Training Program:**

Mrs. Barrell introduced the new policy to the Board and the intent to update the policy and to start offering the program to employers. Mrs. Barrell reviewed some of the updated provisions of the policy. Mrs. Barrell stated that the first IWTP was completed by A to Z Services. The A to Z HR representative, in attendance, confirmed the process was relatively easy with very small issues and were resolved. The policy was sent via email to the WDB prior to the WDB meeting.

**New Business**

**Financial Report & Expenditures:**

Mr. Cummings provided the Board with the WIOA expenditure report as of 9/30/2022. Mr. Cummings provided, and reviewed a report which showed the allocations, obligations, accruals, and actual expenditures for WIOA Adult, Dislocated, Youth/CCMEP, Opioid, and Special Grants.

**Enrollment and Outreach:**

Mrs. Barrell reported that for PY 2021-22 there have been 67 ITA’s, 8 OJT’s and currently 40 OJT’s in the pipeline. Mrs. Barrell reports that OMJ has been trying to increase outreach efforts. Staff has been attending public events, job fairs, and community events. OMJ continues to maintain its social media presence and utilizing other means of outreach.

**Opioid Employer Debrief:** Mrs. Barrell provided a debriefing of the Opioid Employer Forum held September 29, 2022 at Avalon Resort. Mrs. Barrell reports that 74 individuals registered for the event and 38 attended. There were various speakers providing unique perspectives and data concerning the opioid crisis and employment. Post event survey shows an 82% satisfaction rate for the event and a 92% approval rating for a second forum. A second follow up forum is under consideration. Mrs. Foerster, who was a speaker at the forum provided her perspective of the forum and provided the Board with Drug bags which are available at the TMHRB for employers to have available to employees that will safely destroy (expired) prescription medication.

**New Trumbull County Website:** Mrs. Barrell announced that the OMJ Trumbull website is up and running and encouraged the Board to tour the website.

**Regional Workforce Coalition-**  Ms. Maiorano, from the Chamber, updated the Board on the Regional Workforce Coalition. Efforts continue to coordinate the preliminary structure, objectives and responsibilities of the Coalition.

**WIOA / Trade Co-Enrollment:**

Mrs. Barrell announced that OMJ continues to look into the opportunities to co-enroll participants with other programs including Trade and TANF.

**Miscellaneous Items**

**WDB Sub- Committee Chair appointments**- Mr. Moliterno announced that the subcommittee chair appointments are due to be reappointed. Mr. Moliterno asked if there were any volunteers for any of the committee chairs. With no volunteers, Mr. Moliterno reappointed the incumbent chairpersons for another term of two years:

Mr. Keys- OMJ Center Committee

Mr. Davis- Planning and Monitoring Committee

Mr. Conley- Youth Committee

Mr. Emerson- By Laws Committee

Mr. Moliterno (by default)- Executive Committee

Mr. Turner announced that tentative meeting dates for the 2023 WDB and sub committees have been set. A copy was distributed to the Board.

**Policy Review-** Mr. Liogas provided a brief overview of the revised OJT policy. Mr. Liogas stated that the intent of the revision is to simply combine two policies (OJT contracting and OJT program policies). No provisions, forms or processes of the policies has been changed. The revised policy was sent to the Board via email with the agenda.

**MOTION: made by Mr. Keys to approve and adopt the revised OJT policy as submitted.**

**Seconded: by Mr. Sewell**

**Discussion: None**

**Vote: Unanimous**

**Motion: Carried**

With no other business to discuss Mr. Moliterno adjourned the meeting

2022 Meeting Schedule – ~~February 17, 2022~~, ~~May 19, 2022, August 18, 2022~~, November 17, 2022

Respectfully submitted by: Dimitri Liogas- WDB Executive Assistant