



Workforce Development Area 1

WIOA Board Meeting
SCCTC/ Zoom Meeting
Wednesday, July 26, 2023
Agenda

Welcome	C.B. Herrmann
Minutes <i>Motion Required</i>	
Introduction of New Members	Crystal Keaton
Monthly Reports	
GRIT RFP Request	
WIOA Youth Provider Selection <i>Motion Required</i>	
Pike Outreach MOU Adjustment <i>Motion Required</i>	
Nomination/Election of Vice Board Chair <i>Motion Required</i>	
New Business	C.B. Herrmann
Adjournment	

Below are dates for 2023 WIOA Board Meeting:
Wednesday, September 27, 2023
Wednesday, November 29, 2023

WIOA Board Meeting
March 22, 2023
SCCTC/ Zoom
Minutes

In attendance:

Board Members: Paula Baumgardner, Kyle Copley, Matt Louanglath, C.B. Herrmann, Matt Owens, Holly Johnson, Joe Dillow, Trampas Puckett, Mary Armstead

Staff: Crystal Keaton, Michelle Cutlip, Sarah Carver & John Morton

Guest: Susan Huff, Debora Plymail, Carolyn Fyffe, Luanne Valentine, Paige Davidson, Jeanette Langford, Lisa Pfeifer, Amy Mason, Stephen Carson, Ashlie Webster, Brock Brewster, Scottie Powell, Brynn Stepp, Matt Newman

C.B. Herrmann, began the meeting by thanking everyone for attending.

C.B. then asked for any changes that needed to be made in the minutes from the January 23, 2023 Board Meeting. No changes were made, Holly Johnson made a motion to approve the minutes. Matt Louanglath seconded the motion. Motion was approved.

Crystal Keaton, Director discussed The Business Resource Network (BRN) from July 1, 2022 to February 28, 2023 has completed 33 surveys, 3 businesses is at risk and 30 are growing. In the month of February, there have been 148 follow up visits with businesses, 140 reporting growth, and 8 reporting to be "at risk". There are also 34 On the Job Training Contracts, 625 Job postings & Resume screenings and 108 Adult/Youth in Work Experience.

Crystal then went over the monthly traffic report for the OhioMeansJobs centers. Total numbers for each county, Adams has had a total of 1280 visits with 153 new clients. Brown County has had 1642 visits with 186 new clients. Pike County has had 1779 total visits with 1380 new clients and Scioto County has had 1515 total visits and 1666 of those visits are new clients. That gives all four counties a total of 6216 visits.

Crystal discussed the GRIT Project from January 1, 2022 thru February 28, 2023. We have assessed 4026 In school youth, 1144 Adults and 65 Professional development staff.

Crystal discussed the RESEA program report from January 1, 2022 thru February 28, 2023. There have been 90 individuals that has been referred to Sarah and she has selected them all. Of the 90, 74 have completed their initial appt. and 66 have completed their final appt. The average of Initial Completions is 83% and Subsequent completed is 90%.

WIOA Budget Balances were discussed. Crystal explain the negative balance in the Employee Recovery Program. That amount should have been reported in a different category. It will be coded differently.

Crystal spoke about the modified Local Regional Plan. This plan was developed 18 months prior and the only change is the traffic into the OMJ centers. This plan was developed during the pandemic, there were few clients coming in the centers. It was noted in the plan that the low client number was due to the pandemic. Crystal requested that we do not change the plan and keep it this was through 2025 since we already noted the issue. Holly Johnson made the motion to not modify the plan. Matt Louanglath seconded the motion. Motion was approved.

Crystal and Brock Brewster, superintendent of Western Local Schools, discussed the MOU between WDA #1 and Western Local Schools. Western Local Schools will construct a 4,032 sq. ft. post and frame building that will include office space, large work rooms for cubicle style offices, daycare center, breakroom and restrooms to form an accessible virtual job center. The virtual job center is not to exceed more than \$500,000. Holly Johnson made a motion to approve. Joe Dillow seconded the motion. Motion approved.

Next was the MOU between WDA #1 and the Village of Sardinia. This is to develop a virtual job center in Brown County. The project will not exceed \$291,400 and will meet the space requirements for multiple

employers, including utilities, broadband service, general office space, parking, security, ADA requirements. Holly Johnson made a motion to approve the MOU. Paula Baumgardner seconded the motion. Motion was approved.

Crystal asked the Board to approve 1) a motion to transfer \$125,000 of Adams County PY21 Dislocated Worker funds to Pike County PY 21 Dislocated Worker funds. 2) transfer \$160,000 of Brown County PY21 Dislocated Worker funds to Pike County's PY21 Dislocated Worker funds. Holly Johnson made the motion to approve. Matt Owens seconded the motion. Motion was approved.

Crystal then asked that the Board may transfer 50% of the Area's PY21 Dislocated Worker funds to serve Adults. The transfer of funds will be \$285,000 from OMJ Pike's PY21 Dislocated Worker to serve Adults. Matt Louanglath made the motion to approve. Holly Johnson seconded that motion. Motion was approved.

C.B. asked for a motion to adjourn. Holly Johnson made the motion. Meeting was adjourned.

WIOA Executive Board Meeting
June 12, 2023
SCCTC/ Zoom
Minutes

Due to the fact that we did not have a Quorum for the May 24, 2023 WIOA Board Meeting, we held an Executive Session to talk thru the business from the meeting.

In attendance:

Executive Board Members: C.B. Herrmann, David Richey, Joe Dillow, Todd Cron, Kyle Copley

Board Members: Matt Owens, Mary Armstead, Matt Louanglath, Holly Johnson

Staff: Crystal Keaton, Michelle Cutlip, Dwayne Alexander, Sarah Carver, John Morton

Guest: Luanne Valentine, Carolyn Fyffe, Lisa Pfeifer, Dan Wickerham, Lisa Tumbleson,

C.B. Herrmann, began the meeting by thanking everyone for attending.

Crystal began with the business from the previously scheduled meeting. The contract between Workforce Area #1 and SCCTC. None of the language in the contract has changed. Joe Dillow made a motion to approve the contract. David Richey seconded the motion. Motion was approved. Kyle Copley abstained from the vote.

Next Crystal asked the Board about the 4% COLA raise for the Board Staff. Michelle previously sent out an email asking the board if there were any issues about including us along with the rest of the SCCTC staff for this raise. No issues were raised. Davis Richey made a motion to accept the 4% COLA raise for Crystal Keaton, Michelle Cutlip, Dwayne Alexander, Sarah Carver and John Morton. Todd Cron seconded the motion. Motion was approved. Kyle Copley abstained from the vote.

Next item was the Public libraries in the 4 County Area and the OMJ Center's MOU. Every 2 years we sign a no cost MOU with the libraries for us to share OMJ information in the libraries and for them to assist clients who may come in and need assistance. It was mentioned that there was an error in the MOU with Garnet Wilson Library that will be corrected. David Richey made the motion to approve the MOUs. Kyle Copley seconded the motion. Motion was approved.

Crystal then discussed the One Stop MOU. This is what funds the OMJ centers. Each partner pays into the MOU. Crystal explained that it would approx. be \$400,000 to maintain the 4 OMJ centers over the next 2 years. There has been a little increase on this MOU due to inflation. Todd Cron made a motion to approve the One Stop MOU. Joe Dillow seconded the motion. Motion was approved.

Crystal explained the modification to the MOU between WDA#1 and Highland County Community Action Organization's OMJ Center. The modification included the Staffing/Indirect/Outreach line item is being increased by \$14,000 and Youth Training Services id being decreased by \$14,000. The total budget still remains at \$200,000. Kyle Copley made the motion to approve the changes. David Richey seconded the motion. Motion was approved.

Next item is a contract extension with the Mt Orab remote center (Bardwell Realty). The plan is to move that remote center into Sardinia. While waiting on the Sardinia office to get permits and ready to move into, the contract for Mt. Orab needs to be extended one month. David Richey made the motion to approve the extension. Todd Cron seconded the motion. Motion was approved.

Crystal explain the WIOA PY23 and FY24 formula allocations. The table was sent out to members previously. WDA1 needs a motion to allocated these funds to the Counties when they come in. Kyle Copley made the motion. Joe Dillow seconded the motion. Motion was approved.

WDA1 has received permission from ODJFS to transfer up to 100% of all Dislocated Worker funds to serve Adults. WDA1 is asking for the board to approve the following motion. WDA1 may transfer up to 100% of PY21, FY22, PY22, FY23, PY23, FY24 Dislocated Worker Funds to serve as Adult funds. WDA1 will ensure

that counties have a balance of Dislocated Worker funds to cover current Dislocated Worker obligations. Joe Dillow made the motion to approve the transfer. David Richey seconded the motion. Motion was approved.

Crystal discussed the One Stop Operator RFP Evaluations. Only one proposer applied Adams Brown Community Action Program. ABCAP scored 96%, 97%, 97% on the evaluations and met the requirements. WDA1 is asking for a motion to place this under contract. David Richey made the motion. Joe Dillow seconded the motion. Motion was approved.

C.B. asked for a motion to adjourn the meeting. Joe Dillow made a motion. Meeting adjourned.

JULY 1, 2022 thru June 2023

Funding Name	Adams			Brown			Pike			Scioto		
	Enrolled	Closed	Total	Enrolled	Closed	Total	Enrolled	Closed	Total	Enrolled	Closed	Total
WIOA Adult	34	31	65	32	24	56	67	22	89	190	125	315
WIOA Dislocated Worker	1	3	4	2	5	7	11	5	16	6	2	8
CCMEP Youth	11	8	19	4	5	9	21	5	26	137	69	206
CCMEP TANF	125	49	174	75	39	114	98	7	105	147	66	213
Disaster Grant 2	0	0	0	0	0	0	0	0	0	0	0	0
Opioid Emergency Recovery Grant	0	0	0	0	0	0	42	0	42	0	0	0
Holistic Care Grant	14	6	20	6	6	12	146	15	161	119	69	188
Adults served out of Dislocated Worker funds	0	0	0	0	0	0	31	4	35	0	0	0
COVID-19 NDWG	0	0	0	0	0	0	0	10	10	3	0	3
SOR	0	0	0	0	0	0	0	0	0	0	0	0
Participants Placed in Employment		44			36			125			110	
Total Unduplicated Participants		234			176			484			522	

**OhioMeansJobs Center Customer Traffic
July 1, 2022 thru June 30, 2023**

	Adams	Brown	Pike	Scioto	Totals
Total Visits	2018	2366	2655	2,530	9569
Total Clients	950	1107	1756	1,452	5265
New Clients	253	283	394	500	1430
Returning Clients	697	824	1362	952	3835
Veteran Clients	31	26	39	23	119

	Adams	Brown	Pike	Scioto	Totals
Attend Job Fair	64	28	78	48	218
Attend Job Search Workshop		36		431	467
Info on Supportive Services	199	70	60	207	536
Info on Unemployment	188	283	52	25	548
Partner Services	1219	1443	1647	376	4685
Resource Room Services	1594	1885	763	158	4400

**Workforce Development Board Area 1
Business Resource Network
Report Period - July 1, 2022 - June 30, 2023**

	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Number of total surveys conducted July 1, 2022 - June 30, 2023		44										
Number of Businesses (At Risk) July 1, 2022 - June 30, 2023		4										
Number of Businesses (Growing) July 1, 2022 - June 30, 2023		40										
Number of Businesses (Stabilized) July 1, 2022 - June 30, 2023												
Number of Follow Up all Businesses	268	247	270	256	260	253	135	148	133	136	103	166
Number of Follow -up Businesses Reporting Growth	257	236	260	247	250	244	126	140	127	130	97	159
Number of Follow-up Businesses Reporting At Risk	11	11	10	9	10	9	9	8	6	6	6	7
Number of Grants												
Number of Utility Rebates												
Number of On The Job Training Contracts	34	34	36	36	35	35	34	34	36	36	37	37
Number of Job Posting & Resume Screenings	891	833	824	816	820	810	635	625	600	612	550	535
Number of Workshops	4	3	6	5	5	4	4	4	3	4	5	4
Number of On-Site Assessments	8	6	9	8	6	5	3	3	4	4	3	3
Number of Active Trainings												
Number of Adult/Youth Work Experiences	105	102	113	110	110	112	104	108	106	105	105	105
Number of Non-BRN Businesses Services	98	79	75	64	58	60	56	45	40	45	48	44

County	Area #	Selection Pool	# Not Selected (YTD)	# Selected (YTD)	Selection Goal	Selection (Remaining)	Initials-Completed (YTD)	Initials-Completed	Initials-Completed (Remaining Balance)	Subsequents-Complete (YTD)	Subsequents-Complete (Goal)	Subsequents-Completed
Adams	1	22	0	22	40	18	27	30	3	22	24	2
Brown	1	47	0	47	63	16	37	47	10	31	38	7
Pike	1	20	0	20	43	23	27	32	5	23	26	3
Scioto	1	68	0	68	86	18	46	65	19	45	52	7
Performance Data by WIOA Area												
WIOA Area	Area #	Selection Pool	# Not Selected (YTD)	# Selected (YTD)	Selection Goal	Selection (Remaining)	Initials-Completed (YTD)	Initials-Completed	Initials-Completed (Remaining Balance)	Subsequents-Complete (YTD)	Subsequents-Complete (Goal)	Subsequents-Completed
WIOA Area	1	157	0	157	232	75	137	174	37	121	140	19

Report Period: January 1, 2023 to July 9, 2023



GRIT Summary July 2023 Draft Report*

*Final Expected by August 31, 2023

Adams – GRIT 1.0, 2.0 and 3.0

- Ohio Valley School District expanding their GRIT programming for 2023-24 school year to focus district wide on workforce.
- Adams County Family Treatment Court, OMJ Adams Brown and GRIT collaborating on integrating career assessment and coaching into options for participants as a means of building a path forward.
- GRIT working with the newly appointed Economic Development Director, Paul Worley, the School Board, Superintendent, ABCAP, OMJ, Government Officials, and all interested parties in moving the opening and progression to workforce development in the new Community Ecosystem.

Athens – GRIT 3.0 Participant in Waiting

- GRIT was not previously available; however, 3 of 6 county schools have committed to implementing GRIT this fall.
- The ESC has committed support to GRIT and ESC employed career coaches are actively engaged in conversations.
- Pilot underway with Nelsonville Star Justice facility. Staff at Star is extremely supportive and in agreement with our efforts to support client's reentry.
- Engaged with Workforce Development Board Area 14 on workforce resources and partners.

Brown – GRIT 1.0, 2.0 and 3.0

- Running a pilot at Brown County Common Pleas Court in collaboration with OMJ Brown. Working to develop an adult Work Experience as a means of developing additional workforce staff while providing resources to this pilot which is gaining momentum.

Clermont – GRIT 2.0 and 3.0

- 5 out of 10 schools participating in GRIT. Effort has focused on the eastern edge of the county and the career technical center.
- Engaged with OMJ Clermont on workforce resources and partners.



Gallia – GRIT 2.0 and 3.0

- 2 of the 3 school districts have committed to implement GRIT for fall 2023.
- Engaged with OMJ Gallia on workforce resources and partners.

Highland – GRIT 1.0, 2.0 and 3.0

- Highland came onboard with GRIT at the end of 1.0. However, the county rallied the schools and built a countywide workforce collaboration called ACCESS. 5 out of 5 schools are participating in GRIT.
- Initial conversations with Highland County Community Action's Workforce Wellness Program to attend Drug Court in collaboration to help clients. Visit set for July 2023.
- OMJ Highland actively utilizing GRIT funds for adult and youth training and work experience.

Hocking – GRIT 3.0

- Logan Hocking High School used Future Plans career assessments for seniors without a plan for 2 school years via their relationship with OMJ Ross/Hocking. At a minimum, they will continue this effort now that they are officially included with 3.0 funds.

Jackson – GRIT 2.0 and 3.0

- The adult special populations workforce pilot continues to progress and grow, assisting those in recovery and/or incarceration prepare for re-entry into the workforce.
- Rio Grande University, Jackson campus collaborated on a summer workforce training program.
- Engaged with Workforce Development Board Area 7 on workforce resources and partners. Making connections with OMJ Jackson.

Lawrence – GRIT 2.0 and 3.0

- 4 of the 7 county schools implemented the GRIT career assessment and coaching process in 2022-23 school year.
- Land of Goshen Treatment Center has begun a workforce pilot, using the GRIT assessment and coaching resources for their clients.
- Lawrence County Common Pleas Reentry Court pilot begun June 2023 and involves career assessment and coaching as a starting point.
- Engaged with Workforce Development Board Area 7 on workforce resources and partners. Making connections with OMJ Lawrence.
- Engaged with OOD serving the county.

Meigs – GRIT 3.0

- GRIT 3.0 is the first year that funds are available. 2 of the 3 county schools have committed to implementing the assessment and coaching process in fall 2023.
- OMJ Meigs in active conversations regarding GRIT collaboration.
- Efforts underway to identify a space for a community workforce ecosystem where access to broadband and childcare can be available to support workforce efforts.



Pike – GRIT 1.0, 2.0 and 3.0

- 3 out of 4 county schools actively engaged in the GRIT career assessment and coaching process.
- Pike Western Schools is developing a workforce ecosystem project for fall 2023 to provide a place for young adults to access ongoing workforce training and other services needed to enter the workforce.
- Pike County Court Pilot collaborating on referrals of participants for workforce support.
- Pike Outreach (Bridgehaven Homeless Shelter and Pike Outreach Food Pantry) pilot underway. Remote workspace construction almost complete.

Ross – GRIT 2.0 and 3.0

- 3 of 7 county schools participated in GRIT assessment and coaching process.
- Pickaway Ross CTC collaborated on a pilot phlebotomy training program at Adena High School as well as a summer intensive training course focused on manufacturing automation and lean six sigma yellow belt.
- Ross County Chamber of Commerce collaborated on a “Day of Community Conversation” on poverty as a means of elevating awareness in the county on the issues.
- Engaged with OMJ Ross on workforce resources and partners.

Scioto – GRIT 1.0, 2.0 and 3.0

- 8 of 12 county schools participating in GRIT assessment and coaching process.
- Pilots at Scioto County Star Community Justice Center and The Counseling Center underway.
- Shawnee State University hosted 50 students for summer workforce training programs. Each student received internship hours along with the training needed to earn an industry credential.
- Engaged with OOD serving the county.

Vinton – GRIT 2.0 and 3.0

- Vinton County School District implemented the assessment and coaching process for 10th-12th grades.
- GRIT has ongoing participation in Vinton County Works which is a collaborative effort begun in 2021 to coordinate workforce conversations.
- Engaged with OMJ Ross/Vinton serving the county.
- Rio Grande University, MacArthur campus collaborated on a summer workforce training program.

**WIOA Youth RFP
Evaluations**

July 24, 2023

Proposer	County	Average Evaluation Score %	Met Required 75%
ABCAP	Adams	98.00%	Yes
ABCAP	Brown	98.00%	Yes
Pike CAC	Pike	98.00%	Yes
Scioto CAO	Scioto	99.00%	Yes



Workforce Development Board #1

WDB #1

Crystal Keaton, Director

951 Vern Riffe Drive
Lucasville, OH 45648
740-259-6826

“C.B.” Herrmann, WDA #1 Chair
Daryll Gray, Chief Elected Official

www.omjwda1.org

Memorandum of Understanding

Between Workforce Development Board Area 1 (WDA 1)

And Pike County Outreach Council of Churches, Inc.

Parties: This Memorandum of Understanding (hereinafter referred to as MOU) is made and entered into by and between the Workforce Development Board Area 1 (hereinafter referred to as WDA1), whose address is 951 Vern Riffe Dr., Lucasville, OH 45648 and the Pike County Outreach of Churches, Inc. (hereinafter referred to as Pike Outreach), whose address is 306 Bridge Street, Waverly, Ohio 45690.

Purpose: The purpose of this MOU is to establish a partnership under which the GRIT Project's Virtual Job Center initiatives can be met. Pike Outreach's 306 Bridge St. location currently houses Pike Outreach's social services which includes a food pantry and social services related to preventing homelessness. There is currently space available in the lower level that could be converted into a virtual/remote job center (3 large rooms, 1 smaller office, 2 restrooms and a storage room). This space would be converted into 1 conference room, 2 private offices, 2 large work rooms that could house a total of 30-40 cubical style work stations, 3 restrooms, breakroom/kitchenette and storage area.

Term of MOU: This MOU is effective as of December 19, 2022 and shall remain in full force and effect for **not longer than July 31, 2023**. This MOU may be terminated without cause, by either party upon fourteen (14) days written notice, which notice shall be delivered by hand or by certified mail to the address listed above.

Pike Outreach Responsibilities: To develop a centrally located Virtual Job Center in Pike County. The center will meet the space requirements for multiple employers, including utilities, broadband internet service, general office space, parking, security, ADA requirements, and be accessible via public transportation route. Pike Outreach will do so through contracting with service vendors to prepare the space adequately for commercial purposes utilizing Pike Outreach procurement and financial policy/procedures. Procurement Policy is attachment #1 of this MOU. Pike Outreach is responsible for all liability of the project during and after this

A proud partner of American Job Center network



Locations: Adams County	Brown County	Pike County	Scioto County
19221 St. Rt. 136 Winchester, OH 45697	406 W. Plum Street Georgetown, OH 45121	941 Market Street Piketon, OH 45661	433 Third Street Portsmouth, OH 45662
937-695-0316 800-233-7891	937-795-0316 800-553-7393 Ext 261	740-289-2371	740-354-7545

MOU. **The virtual job project is not to exceed more than \$741,271.00 (previously \$735,000.00) for the following:** ADA lift, ADA doors, plumbing, sound proofing of walls/ceiling, hardwired internet, sprinkler system, fire alarm system, dehumidification system, breakroom addition, parking lot resurfacing & repairs to sidewalks and drainage, general construction cost to remodel; which includes restrooms and office space repairs and replacement of doors, windows, flooring, ceiling tile, construct walls and partitions, paint, and limited area roof repair. Also includes architect and permit fees.

Enter into lease contract between WDA 1 & Pike Outreach for Remote Work Center. Lease is Attachment #2 of this MOU.

Pike Outreach must invoice WDA1 for all cost related to the Virtual Job Center project no later than **July 31, 2023.**

Responsibilities of WDA1: Providing technical assistance with using GRIT Grant funds to develop a Virtual Job Center. Reimbursing invoices related to the Virtual Job Center within 30 days of receiving invoices; **all invoices must be received by July 31, 2023 and shall not cost more than \$741,271.00** for the following: ADA lift, ADA doors, plumbing, sound proofing of walls/ceiling, hardwired internet, sprinkler system, fire alarm system, dehumidification system, breakroom addition, parking lot resurfacing & repairs to sidewalks and drainage, general construction cost to remodel; which includes restrooms and office space repairs and replacement of doors, windows, flooring, ceiling tile, construct walls and partitions, paint, and limited area roof repair. Also includes architect and permit fees.

General Provisions: Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

By signing, each party affirms that this MOU accurately describes the negotiated responsibilities and costs.

Representative from WDA 1 Signature

Date

Printed Name and Title

Representative from Pike Outreach

Date

Printed Name and Title