



Area 14 Workforce Development Board

CEO Meeting: February 7, 2024

The Chief Elected Officials of the Area 14 Workforce Development Board (WDB) met for a scheduled meeting on the 7th day of February 2024, in-person at the Innovation Center, and virtually via Zoom.

Commissioner Miller opened the meeting, and a quorum was established with the attendance:

- **Athens County Commissioner, Lenny Eliason**
- **Meigs County Commissioner, Shannon Miller**

The meeting commenced at 9:00 AM. Commissioner Miller made a motion to approve the minutes from the August 9, 2023 meeting and Commissioner Eliason seconded. All were in favor.

Commissioner Miller made a motion to approve the agenda for 2/7/24, Commissioner Eliason seconded. All were in favor.

Also, in attendance were Athens County JFS Executive Director Jean Demosky, Perry County JFS Executive Director Cheryl Boley, Meigs County JFS Executive Director Theresa Lavendar, Area 14 Fiscal Agent / Perry County JFS Assistant Director Mendra Hupp, Athens County JFS Fiscal Director Tracy Partee.

1. Fiscal Update

Mendra Hupp presented the fiscal documentation, and it was added to the meeting folder.

Fresh Start Grant: March 1, 2022 through March 31, 2024. Ends and Liquidates March 31, 2024. Requested amount \$600,000 for the Area – New total \$670,000. Received \$70k previous quarter. Received \$200k of 3rd final increment (in Jan 2024) o OWD has submitted a request to DOL for a 1-year grant extension through March 2025.

Business Outreach Funds: Business Resource Network Round 3, ends June 30, 2024 and liquidates September 30, 2024. Received full allocation of award. The outcome of the funds is to promote workforce development and develop customer-focused partnerships to deliver effective and efficient business services. Each county is responsible for spending their budget and in the categories approved by OWD project managers.

RESEA – PY 22, ends and liquidates March 31, 2024. Area received \$38,144 original plus an additional \$50,000 for total award of \$88,144. Area received total of \$38,036.85 for PY 23 which ends and liquidates September 30, 2024.

Pre-Apprenticeship program was extended, it ends and liquidates March 31, 2024. Area was awarded a total of \$260,427.50. Due to the short notice of extension, Area was not able to enroll further participants. Subgrants were 82% spent overall, Tri-County 100% Spent, Meigs Career Center 97% Spent, Mid-East Career Center 100% Spent.

3rd Year funding requests end 6/30/24 and liquidates 9/30/24. Athens is currently 51% spend and Perry is 0% spent, but will be by end of period.



ODJFS Program monitoring was completed, conducted by ODJFS, Office of Fiscal and Monitoring. Completed monitoring on NDWG – COVID 19 and PY 21 and PY 22 Fresh Start Grant, PY21-PY22 WIOA/CCMEP.

Local program monitoring completed with Sharon Parry through the contract with the Area. Completed both program and fiscal annual monitoring with no issues at the county level.

Area received QUEST Grant funding and has reached subgrant agreements with local training centers to provide Broadband training to customers. Subgrant in place with HAPCAP to cover the salary of Broadband Coordinator to determine participant eligibility.

ODJFS Fiscal Monitoring: completed o Conducted by ODJFS, Office of Fiscal and Monitoring o Perry County PY2021 – 2022, NDWG –COVID 19 and PY21 – PY22 Fresh Start Grant. No observations noted. ODJFS – contacted Area FA in December 2023, start of review for PY22-PY23 (7/22-12/23)

Auditor of State (AOS) Audit: completed January 2022 - December 2022 Auditor of State: HINKLE Financials submitted by deadline of May 31, 2023. Cost \$8,200 paid to AOS for single audit. No observations or recommendations. Accepted by ODJFS – letter dated 1/12/2024

Receiving Auditor of State Award

DOL Audit with ODJFS & Area WDB OH32 Flood (2021) Last communication received was in December 2023.

2. AOS Award

Joe advised the Area received this award and Susanne Simpson will present it to the Board today.

3. Annual Report

Joe presented the 2023 Area 14 Annual Report. This has been added to the meeting folder for review. Joe reviewed stats and program numbers for the 2023 year and advised the OMJ centers did a great job serving customers.

4. Broadband – QUEST Policy

Joe provided information about QUEST grant and the goal to provide broadband and 5G training to eligible participants. HAPCAP will be doing the case work and eligibility determination through subgrant agreement with the Area. Currently have subgrants in placed with 5 local training providers. Area 14 has enrolled first participant in QUEST in the state. New policy developed to assist case worker to determine eligibility. Follows federal and state guidance, regarding QUEST policy and WIOAPL 23-01.

Joe asked CEO Board for a motion to present Area 14.23-01 QUEST NDWG Round 1 Policy at Board Meeting. Motion was moved by Commissioner Eliason and seconded by Commissioner Miller. All were in favor.



5. OMJ Branding

OWD released new branding guidelines for OMJ Centers. Presented new logos and guidelines to CEO Board. In August 2023 meeting, discussions were held on changing the name to AMP WDB, but no decisions were made. Further discussions were held in CEO meeting. Area 14 will utilize the branding and logo provided by OWD.

6. Grant Updates

Quest grant is in full swing. Working with 5 training centers in the area, who were the subgrantees. The area is overseeing the program for 25 southeast OH counties. HAPCAP is the subgrantee for case management services. Area was awarded 1.2 mil for the grant to provide training services in broadband and 5g. We have had one participant complete training. Currently working to enroll others in training programs now. Completing outreach to the community. Receiving \$12,000 in funds for VR headsets for the node for career exploration from OWD.

Fresh Start grant ending 3/31, OWD has applied for an extension to the program, still awaiting further guidance from the state to determine if further funding will be obtained.

Apprenticeship grant ends March 31, 2024.

Athens OMJ still awaiting the completion of their mobile unit. OWD has asked for metrics for the utilization of BRN funds, will be working with the OMJs to provide these.

Met with Federal Monitors for NDWG OH 32. They are working on wrap up on the monitoring, needed a few further documents from the Area. Have not received any correspondence since December 2023.

7. Innovation Center

Joe advised the lease on the Innovation Center office expires on 2/28/24. Innovation Center provided two-year lease update at \$284.00 per month, through 2/28/2026.

Joe asked CEO Board for motion to approve space rental agreement. Motion was moved by Mr. Eliason and seconded by Mr. Miller. All were in favor.

Joe will submit documentation to Innovation Center staff to renew lease.

8. RFP OMJ Centers

Joe advised the contracts with OMJ Centers are set to expire July 1, 2024. Joe advised the Board will need to procure OMJ Center Operator, A/D Worker Services and Youth Services. Will be 2-year contracts, with the option to renew for an additional 2 years. Will need to take RFP to the Board and then to each County Commissioners Office for approval.

Joe asked CEO Board for a motion to request RFP be taken to the Board for approval. Motion was moved by Mr. Eliason and seconded by Mr. Miller. All were in favor.



9. RFP Monitoring Contract

Joe advised contract with Real Workforce Solutions is set to expire in March 2024. Joe will work with the fiscal team to issue a new RFP. Joe advised we are required to have a monitor for fiscal and program monitoring purposes.

10. Unemployment Information

Joe provided UI numbers for each of the three counties in Area 14. Athens – 4.1, Meigs – 5.3, Perry – 3.8. Perry OMJ currently working with affected workers from a local plant that will be closing down in 2024, have already had hiring events for the affected workers. Asked CEO's to advise Joe of any layoffs they receive word of, so the Board and OMJs can assist workers and employers.

11. Performance Reports

Performance reports were provided in the meeting folders. Joe advised that the PY 2022 unadjusted numbers were good for the Area. OMJs continue to serve high caseloads and do a good job.

12. 2024 Job Fair

2024 job fair planned for April 25, 2024. BRN Funding is already set aside for the event. Joe advised he is seeking at least 70 employers and will be working with OMJ to have a great turnout.

Commissioner Miller made a motion to adjourn the meeting. Commissioner Eliason seconded. All were in favor.

Meeting adjourned at 9:31 AM.