SWORWIB ANNUAL MEETING
OhioMeansJobs Center
February 12, 2015 • 8:00 a.m.
Minutes

SWORWIB Members Present: Michael Beck, Valarie Boykins, Carla Chance, Scott Conklin, Michael Conner, Chad Day, Timothy Devine, Kimber Fender, Margaret Fox, Chris Fridel, Natalie Galbato, April Gillespie, Darin Hall, Shawn Harter, Gregory Johnson, Laurence Jones, Matthew Jones, David Mann, Carol Maxwell, Kathy Maybrier, Peter McInden, Detries Miller, Mike Moroski, Ruth Nkrumah-Martey, Greg Oshita, Johnmark Oudersluys, Bridget Patton, Terry Phillips, Kevin Powell, Eric Rademacher, Eric Riddick, Dan Ripberger, Gwen Robinson, Safi W. Safi, Harry Snyder, Karsten Sommer, Mark Stoebber, Barry Strum, Tyrone Stuckey, Roberta Thomas, Robin Throckmorton, Greg Toebbe, Karen Wessel, George Wilson, Charles Wright, Christopher Young.


SWORWIB Staff: Sherry Kelsee Marshall, Tamara Nared, Cheryl Brueggeaman, Wesley Miller.

Resources: Kevin Holt, Lynn Murphy.

Guests: Clifford Bailey, Kathy Clayton, Jon A. Colvin, Tonicia Dean, Jaedim Dean, John Durn, Mark Fay (for Jennifer Roeder), Erica Fears, Lindsay Fitzsimmons, Carol Gittinger, Chad Hall, Alex Horan, Michael Inman, Brandon Jarrett, Gwen Jones, Rebecca Jones, Jane Keller, Kate Lindsey, V.J. Love, Nathan Lynch, Dustin Miller, Danielle McIntyre, Chellie McLeblan, Cathy Metcalf, H.A. Musser, Teresa Nared, Margaret Rivera, Jay Sampson, Rodney Sizemore, Lisa Slutsby, Kelly Snader, Benita Spragins, Judith Tucker, Thanapat Vichitchot, Amy Viessman, Lisa Watkins, John Weber, Leta White, Kelsie Wilkins, Julie Wirt, Kellie Wise (for Greg Hartmann). Other – illegible.

I. Opening – Welcome and Introduction of New Board Members
Having exceeded quorum, Chair Powell opened the February 12, 2015 Annual Meeting at 8:00 a.m., thanking everyone for taking the time out of their busy schedules to attend and requesting that all members and guests introduce themselves and reminding everyone to sign-in at the registration desk as attendance record keeping is required. Powell and Marshall presented a SWORWIB Star Ornament to Carla Chance representing Cincinnati State as this was her last meeting given her impending retirement. The recognition was specifically in appreciation for her service and her leadership in funding support for the conversion of the lower level of the one-stop center into usable office and training space. Browne, Conner and Stuckey were also recognized for their long tenure as original board members. Marshall recommended that we continue through the agenda items pending Mayor John Cranley’s arrival for the inaugural appointment of new Board members.

II. Approval of the Agenda
Chair Powell reviewed the agenda and reminded members that the consent agenda is used by larger boards to handle the business of the organization addressed in committee meetings or other venues in an efficient fashion in order to have time to focus on essential discussions. The practice is that everyone reviews the entire agenda before approval including a close review of the consent agenda and then indicates during the “Approval of the Agenda” any consent agenda item they wish to move from the consent agenda to “Other Business” for separate discussion. Marshall noted the need for a correction relative to the date noted for the EWDC meeting and the fact that the SWORWIB’s purpose, vision and mission, although passed in 2012 resonates admirably with the vision and mission for workforce boards outlined in the new Workforce Innovation and Opportunity Act legislation so the members should take pride in this leadership. There being no other agenda corrections noted or requests for changes or consent agenda items to be removed from the consent agenda, Maxwell moved, Stoebber seconded a motion that the agenda be approved as previously distributed. Motion passed unanimously.

III. Consent Agenda
Chair Powell called for a motion to approve the consent agenda items. There being no corrections, additions or requests for separate discussion about items on the consent agenda, Toebbe moved, Harter seconded a motion to approve the consent agenda. Motion passed unanimously.
The following materials provided in the board packet were therefore approved:

- 11/13/2014 Quarterly Meeting Minutes
- Chair's Report
- President Report
  - 1916 Facility Review
  - Consolidated Budget Revisions
  - Grant and Audit Reports
  - Purpose, Vision, Mission Revision to Reflect WIOA
- Committee Reports
  - EWC
  - Measurement and Continuous Improvement Committee, with Scorecard
  - Nominating
  - Require Partners Leadership Council
- Treasurer's Report on the following and each individual document
  - Independent Fiscal Audit FY 2014 and Management Review Statement
  - IRS 990 for Tax Year 2013-2014
  - Ohio Charitable Solicitations Report:
- Policies
  - Summary Sheet Describing All Policies For Approval
  - Dislocated Worker Eligibility
  - Dislocated Worker Funding for Special Projects and Initiatives
  - Dislocated Worker Training National Emergency Grant
  - Disaster National Emergency Grants
  - Priority of Services for Veterans and Eligible Spouses
- OMJ Center Report with State Performance Report
- Administrative Entity and Fiscal Agent Report
- Media and Public Relations Report

IV. Presentation of SuperAwards by Mayor John Cranley
Upon the arrival of Mayor John Cranley, Chair Powell introduced the Mayor and asked for his welcoming of his newly appointed SWORWIB Board Members. New members rose to gather in the front of the room as they re-introduced themselves. Mayor Cranley apologized for his late arrival and the parking challenge noting that perhaps the SWORWIB should seek a reversal of the Central Parkway Bikeway Trail for their section of the road and trail, with somewhat raucous laughter from the Board members as they had questioned the city planning department several times about the parking challenges for the facility including Marshall negotiating for a bus stop relocation to the other side of the parking entrances to avoid the blind spot created by a bus stop. Mayor Cranley officially appointed the new board members, reviewed their responsibilities as board members and addressed the entire board with accolades for the strong performance of the Board and everyone’s cooperation in meeting with him. He remarked on the commitment, dedication and enthusiasm of the members he met with during the nominating process and his participation in the annual review of performance, activities and results for which he gladly praised the SWORWIB in the Letter from the Mayor in the Annual Report. Mayor Cranley offered to work with the SWORWIB leadership to talk with the State and the Department of Labor about the outrageous number of audits and monitoring visits conducted annually for such a comparatively small amount of public funds to use. He encouraged Powell to contact him if the Board devised a strategy for raising this issue. He closed the appointment comments asking everyone to take their role seriously, take advantage of all opportunities to help the community and collaborate with each other to expand on the impact despite the limited funding. He noted his confidence that there are signs of hope for displaced workers, the long-term unemployed, foster care youth, high school dropouts and those challenged with criminal backgrounds and limited job opportunities.

Having conducted the induction of new members, Mayor Cranley, Chair Powell, and Marshall gathered at the front of the room to present the 2015 Annual SuperAwards in the following categories: SuperEmployer, SuperOffice Partner, SuperOpportunity Youth Partner, SuperState Partner and SuperRapid Response Partner. The list of the winners by category and the review of the presentation comments for the award selections are attached to these minutes.

Marshall thanked Mayor Cranley for his work with the nominating and appointment processes, his remarks about the SWORWIB’s good work and his good humor during his first experience with these ceremonies.
V. President’s Report
Chair Powell asked Marshall to present on the agenda items included under the President’s Report.

Questions on President’s Written Report
Marshall asked if there were any questions on her written report and there were none.

Code of Regulations Update
Marshall reviewed the need to update the Code of Regulations to include WIOA instead of WIA and address any changes in state legislation since the 2008 revision. Marshall retained the services of the original legal team for submission of the articles of incorporation and code of regulations using SWORWIB private funds to cover this legal service. In accordance with revision requirements in the Code of Regulations, the draft was emailed on 1/28/2015 to all board members more than 15 days in advance of the Annual Meeting. Chair Powell asked for any questions or concerns about the Code of Regulations amendments. There being none, Riddick moved, Jones seconded a motion to accept the amendment to the Code of Regulations as distributed on 1/28/2015 and again on 2/5/2015 as part of the Board Packet-Part2 emailing. Motion passed unanimously.

Youth RFP Recommendation
Marshall reported that in the last Request for Proposals (RFP) procurement process, the SWORWIB had split the youth funds at 70% for out-of-school and 30% for in-school youth. The new law indicates that the youth split should be at least 75% for out-of-school and the remainder for in-school youth. Marshall advised that the contracts with the current youth providers close 6/30/2015 and no further extensions are allowable because of the time frame recorded in the earlier RFP. To get the RFP process underway so new providers would be able to begin services under WIOA July 1, 2015, Marshall and Brueggeman had worked with HCJFS contracting to issue the RFP for Youth Services under WIOA in the fall of 2014. RFP Evaluation Committee members have been recruited and the process for receipt of proposals and evaluation to be conducted is underway. Marshall thanked Dan Ripberger for his leadership with both the Emerging Workforce Development Committee and in particular the Youth Services RFP process. Some members had questions, but Marshall indicated that she does not have the authority from the HCJFS to release any more information at this time in the process. She requested that the Board charge the Executive Committee to review the Youth RFP Evaluation Committee recommendations for selection in order to be able to get contracts underway and hopefully before the Hamilton County Board of Commissioners before the July 1, 2015 program year start. Strum moved, Harter seconded a motion to proceed with the RFP process as requested by Marshall. Motion passed unanimously.

Regional Indicators Report
Marshall reported that all members have a copy of the 2014 Regional Indicators Report produced by Agenda 360 and Vision 2015 which compares the region to other key cities for educational attainment, poverty level, housing opportunity index, cost of living index, net migration, old-age dependency, population range, total jobs, knowledge jobs, creative jobs, average annual wages, per capita income, unemployment, metropolitan gross domestic product, and venture capital. In prior years, we have received a presentation from Agenda 360 on the Regional Indicators Report, but this year’s results, although slowing improving, are substantially the same as prior reports, so Marshall noted, that we would distribute the report to members but reserve a request for presentation to the Board for a future report with more dramatic improvement or concern.

Regional Workforce Plan Partnership
Marshall reported that both the state and each workforce area need to prepare a strategic plan by March 2016, with attention to the local area’s connection to the broader regional economy. Therefore Marshall had proposed to the Employers First Regional Workforce Network of the four WIBs in the Cincinnati USA economic region that we partner with United Way to obtain funds for consulting services to develop a strategic regional workforce plan. Both the Greater Cincinnati Foundation and the Haile Foundation supported this request. An RFP has been issued and a consultant should be selected within the month. The consultant’s will start with all the economic and community development plans already in place in the region to obtain a related workforce strategy. Marshall further reported that Board members and other community leaders and the general public will be invited to a public forum on the proposed workforce strategic plan this summer. From that regional plan, the SWORWIB will be able to devise its local area strategy by the March 2016 deadline.

New Committees and Volunteers
Marshall reviewed the new committee resulting from requirements of the new legislation, WIOA, and noted that for a staff as small as the SWORWIB, there would also be three committees that would be sunset by the end of WIA in June 2015. The three committees sunsetting are the Emerging Workforce Development Council, the Required
Partners Leadership Council, and the Measurement and Continuous Improvement Committee. Both the Executive Committee and Nominating Committee will continue and Marshall reviewed what the new committees are that need to be formed this summer, providing a short description of each:

- RFP One-Stop Evaluation Committee
- ETP Evaluation Committee
- Emerging Workforce Committee
- Business Engagement for the One-Stop Committee
- OMJ4PWD – OMJ for People with Disabilities

There being no questions about the new committees, Marshall asked that board members reflect on these new opportunities and contact her with any questions or to volunteer for a new committee. She further noted that volunteers to chair each of these committees are also requested and interested persons can contact Marshall or Natalie Galbato, Chair of the Nominating Committee.

Other

- **Board Mailing Email Survey:** Marshall asked for recognition for Tammy Nared’s efforts to get the traditionally larger Annual Meeting Board Packet out to all board members. She was dedicated and creative in her efforts, but it is clear that the SWORWIB needs another delivery system given our new office and IT services. Therefore Tammy will send an email survey out to all members to provide us information about the level of receipt allowance each member’s email system permits and preferences for “sectioned” multiple email notices of board meetings and packets, the use of dropbox technology or other alternatives. Marshall pleaded with members to complete the survey as soon as possible so we would have a solution underway for the May meeting notification.

- **2015 Lease Renewal:** Marshall noted that the current SWORWIB lease from Hamilton County for 1915 Central Parkway terms out at the end of the year, and with the time frames for getting on the Commissioners meeting agenda, she recommends that the SWORWIB request a lease renewal for 1916 as soon as possible. Robinson spoke about not having a seat at the table and asked if the lease would be based on efficiency and effectiveness and the one-stop operator or SWORWIB could obtain additional parking. Marshall advised that this was the first time in seven years that there was an issue about seating or as much of a problem with parking. She suggested that the Board consider Mayor Cranley’s proposal for reconsideration of the Central Parkway Bike Trail in order to capture another 20 or more parking spaces. She also noted that the Annual Meeting is always the best attendance by the Board members and a large group of award winners and others; therefore perhaps there is an option to move the Annual Meeting to another location such as Great Oaks, United Way, Cincinnati State or other options. Marshall advised that the Executive Committee will discuss the MOU with the County and welcomed a resolution to request the lease extension to December 2020. Stuckey wondered if a motion was necessary and if action is taken or resolved if the lease will be reported on the May consent agenda. Powell confirmed both. Day moved, Stuckey seconded a motion for the Executive Committee to determine action on the lease and report back to the Board at the next meeting. Motion passed unanimously.

- **Assets International:** Marshall reported an approach by Assets International for SWORWIB to join with them to pursue a transfer of assets from a dissolving workforce agency in Ohio to the SWORWIB. Board members were interested in more details. Stuckey moved, Conner seconded a motion for the Executive Committee to review this opportunity, determine action and report back to the full board. Motion passed unanimously.

VI. **Presentation: WIOA in Ohio**

Chair Powell requested Marshall introduce the speakers. Marshall introduced John B. Weber, Deputy Director, Office of Workforce Development and Julie Wirt, Policy Manager, Office of Workforce Development, Ohio Department of Job and Family Services. Marshall thanked these ODJFS representatives for coming to the SWORWIB Annual Meeting to help Board members understand how ODJFS will roll out WIOA in Ohio. Marshall advised the Board members that she invited Deputy Director Weber so members could hear directly from state leadership about their view of the new WIOA requirements the states and local areas have to digest as well as the time frames. John Weber reviewed the State's perspectives through a PowerPoint presentation. A copy of the presentation is attached to these minutes. Weber responded to questions and comments from the Board members about particulars within the WIOA PowerPoint. Chair Powell expressed concern that Weber's comments seemed negative about how the SWORWIB has implemented WIA and will implement WIOA. Weber indicated he did not mean to be negative but in particular the Governor is interested in consolidation of boards and alignment with economic development regions so having single county boards may not be the best under WIOA. Powell commented that the SWORWIB has been a leader in alignment with economic development for the tri-state region.

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and with career pathways and industry sectors and had won awards in those categories. Several members asked what Marshall’s perspectives are about where the SWORWIB stands under these new regulations. Chair Powell requested that Marshall provide a review of the most relevant WIOA aspects to the Board from her perspective at the next meeting. Marshall thanked John Weber and Julie Wirt for coming to Cincinnati to share the State’s perspectives and action plans for WIOA in Ohio.

VII. Public Comments and Announcements
There were no other announcements or request for public comment.

VIII. Next Meetings
Chair Powell reviewed the upcoming meetings through May 2015 as noted on the agenda.

IX. Adjournment
There being no further business, Sommer moved, Snyder seconded a motion to adjourn at 10:05 a.m. Motion passed unanimously.

Respectfully submitted,

[Signature]

Rene McPhedran
Secretary

Attachments:
List of SuperAwards Winners
Copy of Presentation Outline for Winner Rationale
ODJFS WIOA PowerPoint Presentation