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I. Southwest Ohio WIOA Regional Strategic Plan Overview

In response to the Workforce Innovation and Opportunity Act of 2014, states have been requested to submit a four year (2017-2021) Combined or Unified Strategic Plan to the U.S. Department of Labor. The State of Ohio’s Combined Plan had to include an analysis of the economic conditions and trends in the State, including sub-State regions and any specific economic areas identified by the State.

The State of Ohio identified planning regions that consist of two or more workforce areas. The Southwest Ohio Region includes workforce Area 12 (Butler, Clermont and Warren Counties) and workforce Area 13 (Cincinnati-Hamilton County). These counties, while contiguous, have several areas of differentiation including demographics, board structures and policy frameworks. At the same time, Area 12 and Area 13 are also major workforce and economic contributors to the Greater Cincinnati region consisting of workforce areas from Northern Kentucky and Southeast Indiana.

Workforce Innovation and Opportunity Act WIOA Policy 15-01: Local Workforce Area Designation notes that WIOA’s vision of a workforce development system represents:

- A stronger alignment of the workforce, education, and economic development systems; and
- Improves the structure and delivery in the system to assist America’s workers in achieving a family-sustaining wage while providing America’s employers with the skilled workers they need to compete on a global level.

As the Southwest Ohio sub-State region, the following strategic plan outlines a comprehensive strategic plan for the combined Southwest Ohio four counties of the two local areas, Area 12 and Area 13 that emphasizes the areas of collaboration and those areas where demographics play a part in strategic direction. The following describes the SWORWIB and WIBBCW organizational structures, missions and visions.

Area 13 - SWORWIB – Southwest Ohio Region Workforce Investment Board

The Southwest Ohio Region Workforce Investment Board (SWORWIB) is a 501c3 Ohio chartered nonprofit organization since 2004. The SWORWIB implements the Workforce Innovation and Opportunity Act – WIOA in the City of Cincinnati and Hamilton County. The board is responsible for developing strategies to engage employers, job seekers, government, education, organized labor and community-based organizations within the SWORWIB to strengthen and expand the workforce resources of the region for the benefit of all the participants and communities where we live, work and raise our families.

The SWORWIB’s vision is to lead the way in public workforce innovation, providing outstanding service to our diverse customer base, community and region. The SWORWIB mission is to provide our employers with a prepared workforce by
connecting jobseeking customers to opportunities that build their career readiness, thereby contributing to the growth of our community and region.

The SWORWIB and its subcontracted service provider for OhioMeansJobs|Cincinnati-Hamilton County (A proud partner of the American Job Center Network) work diligently to provide funding for adults, dislocated workers and youth with access to job readiness skills, industrialized training, on-the-job training, OMJ.com and internet job searching resources, hiring events and job matches. Funding that supports these activities is drawn from multiple federal, state and private resources with leadership provided by the SWORWIB for unique grant development and implementation. The SWORWIB also partners with regional, county, city and community organizations to support initiatives that serve the citizens of Cincinnati and Hamilton County, and serves on the Community Partners group of the Regional Economic Development Initiative covering 15 counties in a tristate region of Ohio, Kentucky and Indiana.

**Area 12 -- Workforce Investment Board|Butler|Clermont|Warren**

The Workforce Investment Board – Butler-Clermont-Warren (WIBBCW) is a three-county regional organization comprised of Butler, Clermont and Warren County leaders from business, education & training and workforce organizations with the majority of its board members representing the private business sector.

The WIBBCW oversees the operations of three OhioMeansJobs Centers in Butler, Clermont and Warren Counties that: provide businesses with practical and easy solutions for their workforce needs; work with employers, educators and workforce partners to seamlessly bridge the skills gap; and develop proactive solutions to have tomorrow’s workforce ready today. The goal of the WIBBCW is to deliver innovative strategies in workforce solutions.

The mission of the WIBBCW’s mission is to serve the workforce needs of employers by connecting them with quality employees. The following principles have been identified to carry out this mission:

- Help support businesses to succeed
- Enable connections for a strong workforce
- Ensure quality training
- Conduct business with honesty and integrity
- Operate as a single, regional entity
- Assure clear communication among partners
- Implement innovation workforce solutions
- Educate and advocate on workforce issues
- Be a resourceful and responsive partner

Together, the WIBBCW and SWORWIB provide services to approximately 800 employers in the four-county region, some of which have multiple sites in Southwest
Ohio. In addition, the four-county Southwest Ohio Region is responsible for providing services to a population of nearly two million residents.

Both workforce boards seek to meet the needs of employers and jobseekers, as noted in the goals of Ohio’s Combined Plan, specifically to:

- Help more Ohioans compete for quality jobs that pay a living wage and lead to career advancement
- Help Ohio employers find the talent they need to succeed and grow
- Provide effective and efficient job training aligned to high-demand occupations & employer needs resulting in workplace-valued credentials

To align with the goals of Ohio’s Combined Plan, the SWORWIB and WIBBCW acknowledge the State’s goals and recognizes the value of the following Core Characteristics of a “Skills-based Community.” The boards are committed to serve employers and job seekers with the services and tools necessary for employers to hire and retain qualified talent and jobseekers to grow their workplace skills in order to secure employment that pay a living wage. These core characteristics align with the State of Ohio’s workforce goals, promoting the value of skills development to grow the talent pipeline for employers and provide advancement opportunities for employees.

- **Business Engagement.** Businesses are encouraged to consider how they can integrate skills scores into their talent attraction strategies and businesses are asked to consider job-seekers based upon the appropriate skills scores (i.e. in lieu of simple education or experience requirements). Successful skills-based hiring and pipeline building strategies require engagement from the business community. In addition to using skills-based hiring to increase their applicant pool, businesses in Ohio’s Skills-based Communities are encouraged to consider skill assessments to accelerate internal pipeline development by advancing entry-level workers based upon skills scores.

The SWORWIB has led the region in the utilization of the National Career Readiness Credential (NCRC), which has readily be adopted by employer consortia in healthcare, manufacturing and construction and has been recognized by ACT WorkKeys® and MSSC for this leadership. Both Areas 12 and 13 have collaborated with the United Way and Partners for a Competitive Workforce to work with employers interested in the National Career Readiness Credential (NCRC).

- **Upskilling that is readily available.** Skills-based Communities in Ohio strive to make upskilling easily accessible and available throughout their community. Communities adopting a skills-based approach to talent development should assure that anyone taking skills assessments has access to resources to improve their skill scores. These resources are called upskilling resources and
may include self-directed, online tools or classroom based instruction through adult education partners as well as use of the NCRC practice assessments for jobseekers through OhioMeansJobs.com. These resources are available at OhioMeansJobs.com for unemployed and underemployed individuals.

- **Network of assessment sites.** Skills-based communities in Ohio work to have a network of assessment sites that are easily accessible and available to individuals. Skills-based approaches to talent acquisition and development require that skill assessments are easily available to job-seekers and incumbent workers through education and training institutions, community organizations, Ohio Means Jobs centers, and other partners. Ideally, assessments are available to job-seekers at minimal cost to the job-seekers.

- **Ohio Means Jobs.** Ohio’s skills-based communities partner with their local Ohio Means Jobs Center and use the ohioneansjobs.com platform for job-postings, job-searches, and matching job-seekers and businesses. In Ohio, the recommended scores for three skill assessments from ACT WorkKeys® assessments are automatically available on ohioneansjobs.com and businesses can search thousands of resumes based upon ACT WorkKeys® skill scores. Likewise, any job-seeker, incumbent worker, or student can take practice tests and search for jobs based upon recommended scores.

Application of the key elements of a skills-based community to the service strategies in the Southwest Ohio Region strengthens the alignment of Ohio’s strategic goals with those of Area 12 and Area 13, and has been underway in Area 13 and parts of Area 12 since 2008.

In concurrence with State of Ohio’s Combined Plan, the SWORWIB and WIBBCW are aligned with the following WIOA Core Partners:

- Adult (WIOA Title I)
- Dislocated Worker (WIOA Title II)
- Youth (WIOA Title I)
- Adult Education and Family Literacy Programs(ABLE) (WIOA Title II)
- Wagner-Peyser Employment Services
- Vocational Rehabilitation Services (OOD)
- Job Corps (Area 13 only)

Details on the alignment of the above WIOA Core Partners and the following additional programs are discussed further in the Southwest Ohio Region Combined Strategic Plan:

- Carl D. Perkins and Technical Programs
- Senior Community Service Employment Programs
- Jobs for Veterans State Grants Program
- TANF Employment Programming
- Unemployment Insurance Programs
- Employment and training activities carried out by the U.S. Department of Housing and Urban Development
- Community Services Block Grants
- Reintegration of Ex-Offenders Program
- Trade Act coordination with local Rapid Response activities
- Layoff aversion approaches which include technical support in consideration of employer-owned/led business conversions rather closure. Area 13, in particular, is activity engaged with the Ohio Employer Ownership Center at Kentucky State and the Cincinnati Union Cooperative Initiative (CUCI).

Research on the key workforce and economic factors that impact Ohio are addressed in the following WIOA Southwest Ohio Region Strategic Plan representing a coordinated response to the required elements of the Plan requested by the State of Ohio.
II. Results of the Planning Process (Combined Response)

Establishment of regional service strategies and cooperative service agreements

In September, 2015, the SWORWIB and WIBBCW began collaboration on the development of the WIOA Southwest Ohio Region Strategic Plan. The SWORWIB took the project lead. Initial efforts resulted in regional serve strategies that aligned with the State of Ohio’s priority services and provided consistency in programs and services to customers across the Southwest Ohio Region.

From September until December, regional labor market data was collected and the most recent and relevant workforce and economic development reports from Area 12 and Area 13 were collected. The economic development data collected focused on all four counties (Butler, Clermont, Hamilton and Warren) of Area 12 and Area 13, which provided an overview of the region.

Six separate topics were identified for discussion: Employer Engagement; CCMEP; OMJ Services; Services to People with Disabilities; Veterans Services; and Youth Services. The following research areas require further analysis to provide insight to the aforementioned session topics were recommended.

Research Topics:

- Training on new technologies to grow the skills of incumbent workers
- Research on training programs that will reduce the length of time it takes to train a “ready workforce” for upcoming replacement workers
- Enhanced [www.ohiomeansjobs.com](http://www.ohiomeansjobs.com) training for employers specific to company job postings/business development needs in Cincinnati/Hamilton County
- Grants that support technology training and companies that will “apprentice or mentor” jobseekers going through IT Bootcamps and other IT training programs
- New career pathways including Food Production Technology – Hydroponics; Quality Assurance Software Testing; Security IT; Business and Finance
- IT recruitment occurring at local colleges/universities to fill employer needs
- Ongoing Labor Market data for new jobs/replacement jobs forecasting

Additional priority items recommended for inclusion in the Southwest Ohio Strategic Plan:

- Success stories from similar workforce areas, organizations or collaboration between core partners
- Business engagement strategies
- Grant Opportunities
- Comprehensive Case Management and Employment Program (CCMEP) implementation strategies
- New education/training programs that enhance current or support new career pathways
- Strengthening education/training opportunities for apprenticeships, certifications and licensures
- Supportive services

From the initial planning process, the following schedule was developed to drive the completion of the Southwest Ohio Region Strategic Plan, which reflects combined activities of the SWORWIB and WIBBCW throughout the planning phases.

<table>
<thead>
<tr>
<th>Date</th>
<th>Previous Activities</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2016</td>
<td>Held Regional Strategic Plan Meeting</td>
<td>48 attendees; focus group report outs</td>
</tr>
<tr>
<td>February 2016</td>
<td>Presented Plan Update at Board Meeting</td>
<td>Plan outline/timeline</td>
</tr>
<tr>
<td>March 2016</td>
<td>Held Area 12/Area 13 Combined Meeting</td>
<td>Discussed Area updates; data requests; area challenges</td>
</tr>
<tr>
<td>April 2016</td>
<td>Presented Strategic Plan at WIOA Core Partner Meeting</td>
<td>Outline of Plan and data request from Core Partners; Draft Table of Contents</td>
</tr>
<tr>
<td>May 2016</td>
<td>Presented Plan Update at Board Meeting</td>
<td>Plan update/Tentative Table of Contents</td>
</tr>
<tr>
<td>June 2016</td>
<td>Aligned Regional Strategic Plan with State Plan Draft Plan</td>
<td>Review of Core Partners data ; LMI data; drafted Plan</td>
</tr>
<tr>
<td>July 2016</td>
<td>Reviewed Final WIOA Rules; Held Plan Committee Meeting</td>
<td>Discussion of final WIOA Rules, policies, area updates and Plan timeline; drafted Plan</td>
</tr>
<tr>
<td>August 11, 2015</td>
<td>Plan Update at Board Meeting</td>
<td>Presentation of PowerPoint and release of revised Plan update and Table of Contents</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Next Steps</th>
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</thead>
<tbody>
<tr>
<td>August 15, 2016</td>
<td>Southwest Ohio Region Strategic Plan with Area 12 Core Partners Meeting; Draft Reviews</td>
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<tr>
<td>September 2016</td>
<td>Draft Review</td>
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</table>
### Timeline:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 13 2016</td>
<td>Strategic Plan Open Forum; Draft reviews</td>
<td>43 attendees from Area 12 and Area 13</td>
</tr>
<tr>
<td>11/29/16</td>
<td>Strategic Plan Review Committee Meeting</td>
<td>8 reviewers met to review the Draft Plan</td>
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<tr>
<td>12/13/16</td>
<td>Post to SWORWIB Website for Public Comment – 30 days</td>
<td>Received 11 public individual comments and organizations</td>
</tr>
<tr>
<td>01/14/16</td>
<td>Collate Public Comments</td>
<td></td>
</tr>
<tr>
<td>January 15, 2017 – February 21, 2017</td>
<td>Final edits and formatting of the Plan</td>
<td>Made edits to the Plan from public comments; reviewed Area 12 Local Plan</td>
</tr>
<tr>
<td>February 24, 2017</td>
<td>Submission of Plan State of Ohio</td>
<td></td>
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<tr>
<td>April 2017</td>
<td>Submission of Plan with Area 12 and Area 13 Local Plans</td>
<td>Pending 90 day approval by ODJFS</td>
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</table>

The schedule above was changed periodically as the State’s requirements for submission, time extensions, as well as policy revisions were instituted. The WIOA Southwest Ohio Region Strategic Plan will be submitted upon final review and approval by the SWORWIB Board.

Throughout the planning process, the SWORWIB and the WIBBCW met collectively with core partners, business partners, education partners, and community partners to discuss the development of the plan, challenges and differences among the two workforce boards. Although there are differences, the Southwest Ohio Region focused on similarities in their strategic vision process.

The WIB directors of the Cincinnati-Hamilton County workforce board and the Butler-Clermont-Warren workforce board have differing strengths and challenges in board structures, demographics and politics. These constructs are keys to areas of agreement in Jobs Ohio Region 5’s regional goals which are focused on minimal differences. ([See “Jobs Ohio-Industries” link at http://jobs-ohio.com/industries/](http://jobs-ohio.com/industries/))

To provide external insight into the planning process, the SWORWIB hosted a work session on January 29, 2016 to review the required elements of the WIOA Southwest Ohio Region Strategic Plan and discuss the preparation and service strategies of the Southwest Ohio Region plan. An invitation was made to board members and workforce, education and community partners from the SWORWIB and WIBBCW to participate in a strategy session to determine priority topics to be addressed in the Plan. These challenges/differences are reflected below.
1) Area 12 and Area 13 Differences in One Stop Operations and Assurances

- Area 13 is a comprehensive one-stop in Hamilton County
- Area 12 has one comprehensive one-stop in Butler County
- Area 12 has two non-comprehensive one-stops
  - Clermont County
  - Warren County
- Area 12 and Area 13 county-specific workforce resources to be identified in the Plan
- Area 12 and Area 13 local-specific workforce resources to be identified in the Plan
- Assurances are required confirming that Youth and OMJ services are optimally utilizing other resources
- Area 13 has two out-of-school youth providers (ResCare Workforce Services and Santa Maria Community Services/Literacy Center West) and one in-school youth provider (Cincinnati Youth Collaborative/Jobs for Cincinnati Graduates)
- Area 12 has one provider for both in-school and out-of-school youth which is Easter Seals Tristate
- Area 13 will continue to provide funding for short-term education and training with a focus on recognized credentials for in-demand occupations
- Area 12 is reviewing funding long-term education and training with the three County Boards with an Individual Training Account cap of $6,500

2) Area 12 and Area 13 Differences in WIOA Policies

- WIOAPL 15-22 On-the-Job (OJT) Training Policy
  - Area 12 provides funding for up to $8000 per person
  - Area 12 may approve lower hourly wage parameters for use of On-The-Job Training funds depending on the industry
  - Area 13 provides funding of $5000 for a short-term OJTs requiring a company match of 50-75% and may increase to $8000 when serving employers in in-demand industry sector career pathway projects
- WIOAPL 15-23 Incumbent Worker Training (IWT) Policy
  - Area 12 depending on the project or customer, Incumbent Worker Training may be approved
  - Area 13 does not support IWT during periods of reduced federal funding allocation
- WIOAPL 15-24 Customized Training Guidelines
  - Area 12 depending on the project or customer, Customized Training may be approved
Area 13 does not provide funding for Customized Training during a period of reduced federal funding allocation.

WIOAPL 15-26 Individualized Training Account (ITA) Definitions
- Area 12 maximum is $6500 unless the customer is approved for a long-term training program
- Area 13 maximum is $5000 for one time in a five-year period per WIOA customer

3) Area 12 and Area 13 Differences in labor market concentration

- Area 12 Industry Sectors: Education, Healthcare, Recreation and Hospitality, Manufacturing, and Retail

Consideration was given to the challenges, differences and similarities and the strategies represented in the WIOA Southwest Ohio Region Strategic Plan which address the following:

1) Collaboration between Area 12 and Area 13 to serve the employers and jobseekers in the Southwest Ohio Region
2) Acknowledgement of Customer Needs
   a. OhioMeansJobs Center designations
   b. OhioMeansJobs registration for employers/jobseekers
   c. Priority services to Veterans
   d. Employer/jobseeker matching
   e. Hiring Events/Job Fairs
3) Economic and workforce development collaboration
4) Labor market driven decision making

The SWORWIB and WIBBCW directors continued to meet in order to reach common agreement regarding essential services; cost of services, particularly Individual Training Accounts (ITAs) and On-the-Job Training accounts (OJTs); and shared services strategies.

The SWORWIB prepared quarterly updates to the board members on the process and progress of the WIOA Southwest Ohio Region Strategic Plan for Area 13. The WIOA Ohio State Plan was used as a model for the Area 12 and Area 13 Southwest Ohio Region Strategic Plan. The WIBBCW prepared updates for the Executive Committee and Board members to keep them apprised of the joint activities of the planning process.

On October 13, 2016 a joint strategic plan meeting was hosted by the SWORWIB for public comment. Board members, economic development, workforce, education and
Participants at the open forum also completed a survey and listed the TOP PRIORITY areas to be addressed in the Plan. These included Employer Needs; On-the-Job Training (OJTs) and Individual Training Accounts (ITAs); Comprehensive Case Management and Employment Program (CCMEP); Priority Services for Adults, Dislocated Workers, Veterans and People with Disabilities; and Youth Services.

Upon implementation of WIOA (effective July 2015) and prior to the development of the WIOA Southwest Ohio Region Strategic Plan, the SWORWIB developed committees to address the majority of the top priorities listed above, to include the following:

- Business Engagement Committee
- WIOA Core Partners Council
- OhioMeansJobs for People with Disabilities (OMJ4PWD) Committee
- Emerging Workforce Committee (Youth)

These committees are chaired by SWORWIB board members and/or SWORWIB affiliates and meet quarterly to address current issues and projected service expansion efforts. Due to the size of the WIBBCW board, many of these same issues are addressed in OMJ staff meetings in all three counties and/or addressed by the board’s Executive Committee or at full Board meetings.

With decisions affecting a closer alignment of workforce policies, the SWORWIB and the WIBBCW will no longer be at odds with funding of OJTs and ITAs; however, economic conditions and demographics are such that customers, both employers and jobseekers, will continue to require collaborative supports across counties in order to meet their needs.

The WIOA Southwest Ohio Regional Strategic Plan contained herein addresses the strategies that partners and stakeholders have identified to provide scalable, achievable
workforce and economic development progress in Area 12 and Area 13, which are currently in place and moving forward.

Working collaboratively to serve the regional workforce population, the SWORWIB and WIBBCW partnered with the Northern Kentucky Workforce Investment Board and Southeast Indiana Workforce Board (Region 9) as members of the Employers First Regional Workforce Network. Founded in 2011, the Employers First Regional Workforce Network (EFRWN) meets regularly to discuss the needs of employers and jobseekers in the region.

Prior to the development of the Southwest Ohio Region Strategic Plan required under WIOA, the EFRWN commissioned a Tristate Regional Strategic Plan for the Greater Cincinnati/Tristate area. The intent of the Tri-State-Regional Plan was to provide a regional approach to workforce development keeping with the intent of new federal workforce program, Workforce Innovation and Opportunity Act, or WIOA.

Partners driving this effort included the Northern Kentucky Workforce Investment Board, Southeastern Indiana Workforce Investment Board, Southwest Ohio Region Workforce Investment Board, and Workforce Investment Board of Butler Clermont and Warren, Partners for a Competitive Workforce and the United Way of Greater Cincinnati.

The goal of the Tri-State Regional Strategic plan was to support the alignment of resources of all partners to more effectively assist the region’s employers find the talent they need and residents of the Tristate area to access self-sustaining careers in demand.

This plan produced data that recommended the need for not only a comprehensive approach to economic and workforce strategic planning but strong consideration of the impact on Cincinnati-Hamilton County as an integral factor in the workforce and economic growth of the tristate region.

Also, in 2015, the Hamilton County Business Retention & Expansion Report was developed to highlight the issues facing businesses. 180 business representing 23,230 employees were visited and surveyed. 4 Key areas were explored: Workforce; Business Outlook; Business Demographics; and Local Issues. 36% of the businesses responding expected to expand their operations within the near future. 58% where currently hiring new staff. The projection for expansion was nearly double the projection from 2014. This report provides insight into the workforce needs of Hamilton County as business retention efforts are developed and as business expansion requires a skilled workforce. See Hamilton County Business Retention and Expansion Report at https://drive.google.com/file/d/0BwncUaZwNFeTLVc1eWw0b2NFOGc/view

Expansion and continued hiring indicates the need for additional qualified employees in the region. Unfortunately, 33% of the companies surveyed indicated that they had issues recruiting employees for positions, the majority of which were in advanced manufacturing and information services and software. With these key issues in mind,
the SWORWIB and the WIBBCW have continued to be a proponent of the National Career Readiness Credential (NCRC), the Manufacturing Skills Standard Certification (MSSC), specialized training programs in administrative professions, customer service and IT.

With these efforts becoming a fabric of the region’s start-up community, Cincinnati was recently named a national TechHire city. The SWORWIB has funded several jobseekers in technology training programs and partnered with local IT training providers to expand/accelerate program development and scholarship offers to dislocated and under-employed workers.

The SWORWIB has partnered with Midwest Urban Strategies and applied for a regional TechHire grant to support the need for IT employees prevalent throughout the Midwest region. The Compete Midwest H-1B TechHire Partnership is focused on preparing a technically skilled workforce in the Midwestern region of the United States – specifically, the metropolitan areas of Milwaukee, Wisconsin (Employ Milwaukee), St. Louis, Missouri (SLATE), and Cincinnati, Ohio (SWORWIB). The Midwest Urban Strategies Group is a DOLETA Region 5 initiative specifically intended to share innovative practices that are replicable in other urban Midwestern cities and serve as national models for scalable implementation. The urban cities in the Midwest group have similar workforce challenges and opportunities and each partnering city offers unique, innovative practices to be replicated in the other cities.

The data presented in this section and continual research of current labor market information, confirm the need for continued collaboration among workforce partners, business and education partners and community agencies continue to support the needs of employers and jobseekers, but not without challenges. Partnering with training organizations, workforce service agencies and community partners, the goal of the SWORWIB is to continue serving the citizens of Cincinnati-Hamilton County with the most efficient and effective workforce services to support the needs of local employers.

Challenges in Cincinnati’s Urban Center

The above workforce development efforts do not go without challenges. The four-county region covers primarily suburban areas with some smaller urban centers. Particular to Hamilton County is Cincinnati’s urban center.

Cincinnati has a diverse population with both educational opportunities and educational challenges; workforce opportunities and challenges; and programmatic opportunities and challenges. The chart below depicts the race and ethnicity of Cincinnati based on US Census Bureau statistics.
The chart below shows the median household income of Cincinnati residents compared to Hamilton County, Cincinnati MSA (Metropolitan Statistical Area), State of Ohio and National salaries. The disparity is obvious.

Although the employment rate is currently at 4.0% for Hamilton County and 4.3% for the City of Cincinnati, there are still high numbers of un/underemployed adults, dislocated workers and youth seeking employment (lower than many metro areas in Ohio). Jobseekers continue to struggle to find employment that matches their education, experience and skills with a sustainable living wage. This is particularly difficult for Blacks and Youth in Cincinnati, who face multiple barriers, which may include the following:

- Lack of education/training
- Medical/mental health issues
- Homelessness
- Living in a poor area
- Lack of citizenship
• Involvement with the justice system
• Financial hardship
• Lack of family support system
• Lack of transportation
• Lack of insurance

“According to 2013 federal statistics, there are currently 10.5 million individuals identified as working poor in the United States. A New York Times article titled *(In an Improving Economy, Places in Distress)*, stated that ‘greater Cincinnati experiences a 44% rate of adult unemployment and a ‘poverty rate’ of 31%. Cincinnati has been identified among ten urban core areas whose vulnerable populations has not benefited from growth following the 2008 recession. The city experiences a rate of poverty that is nearly twice the national average despite having a lower than average cost of living. Cincinnati has the second highest rate of child poverty in the nation…” Excerpt from the NY Times article available at [https://www.nytimes.com/interactive/2016/02/24/business/distress-cities-counties.html?_r=0](https://www.nytimes.com/interactive/2016/02/24/business/distress-cities-counties.html?_r=0).

An April 2016 report published by the Metropolitan Policy Program of The Brookings Institution presented findings of the *Five Evils: Multidimensional Poverty and Race in America* written by Richard Reeves, Edward Rodrique and Elizabeth Kneebone. The five primary dimensions of poverty addressed in the report are: low household income, limited education, no health insurance, unemployment and residence in a very poor neighborhood. One of the conclusions of the report indicates that “Part of the character of “deeper” multidimensional disadvantage appears in income figures. Adults with at least 3 disadvantages have household incomes that average 93 percent of the federal poverty line. Those with one or more disadvantages average 220 percent of the FPL.” “Second, the risk of living in a poor area remains significantly higher for black families…Between the 2000 decennial census and the 2010-2014 American Community Surveys, the changes that black Americans living below the Federal Poverty Level in the nation’s 100 largest metro areas also resided in an extremely poor census tract (where more than 40 percent of residents lived below the poverty line) rose from 1 in 5 to more than 1 in 4.”


See the following chart for neighborhood poverty rates in Cincinnati, 2010-2014.
The impact of these disadvantages is relevant to the Cincinnati urban community and reflected in the challenges workforce and economic development professionals face while striving to bring education, training and employment to these populations.

**Areas of Analysis**

*Research of economic conditions and emerging in-demand industry sectors for Area 13 Hamilton County provided the following data:*

**Demographic Profile**

In 2015, the population in Hamilton County, Ohio was 807,598. Between 2005 and 2015, the region’s population declined at an annual average rate of 0.0%.

The region has a civilian labor force of 419,162 with a participation rate of 65.9%. Of individuals 25 to 64 in Hamilton County, Ohio, 36.1% have a bachelor’s degree or higher which compares with 30.9% in the nation.

The median household income in Hamilton County, Ohio is $48,927 and the median house value is $143,000.

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<thead>
<tr>
<th>Summary</th>
<th>Percent</th>
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<td>Hamilton County, Ohio</td>
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<td><strong>Demographics</strong></td>
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<td>Population</td>
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<tr>
<td>Population Annual Average Growth</td>
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<tr>
<td>Median Age</td>
<td>—</td>
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<tr>
<td>Under 18 Years</td>
<td>23.6%</td>
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<tr>
<td>18 to 24 Years</td>
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### Summary

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<td>25 to 34 Years</td>
<td>13.5%</td>
<td>12.2%</td>
<td>13.3%</td>
<td>108,115</td>
<td>1,409,959</td>
<td>41,063,948</td>
</tr>
<tr>
<td>35 to 44 Years</td>
<td>12.2%</td>
<td>12.8%</td>
<td>13.3%</td>
<td>97,846</td>
<td>1,479,831</td>
<td>41,070,606</td>
</tr>
<tr>
<td>45 to 54 Years</td>
<td>14.9%</td>
<td>15.1%</td>
<td>14.6%</td>
<td>119,898</td>
<td>1,742,191</td>
<td>45,006,716</td>
</tr>
<tr>
<td>55 to 64 Years</td>
<td>12.0%</td>
<td>12.6%</td>
<td>11.8%</td>
<td>95,939</td>
<td>1,452,266</td>
<td>36,482,729</td>
</tr>
<tr>
<td>65 to 74 Years</td>
<td>6.6%</td>
<td>7.4%</td>
<td>7.0%</td>
<td>53,330</td>
<td>850,234</td>
<td>21,713,429</td>
</tr>
<tr>
<td>75 Years, and Over</td>
<td>6.7%</td>
<td>6.7%</td>
<td>6.0%</td>
<td>53,533</td>
<td>771,781</td>
<td>18,554,555</td>
</tr>
<tr>
<td>Race: White</td>
<td>68.8%</td>
<td>82.7%</td>
<td>72.4%</td>
<td>552,330</td>
<td>9,539,437</td>
<td>223,553,265</td>
</tr>
<tr>
<td>Race: Black or African American</td>
<td>25.7%</td>
<td>12.2%</td>
<td>12.6%</td>
<td>205,952</td>
<td>1,407,681</td>
<td>38,929,319</td>
</tr>
<tr>
<td>Race: American Indian and Alaska Native</td>
<td>0.2%</td>
<td>0.2%</td>
<td>0.9%</td>
<td>1,617</td>
<td>25,292</td>
<td>2,932,248</td>
</tr>
<tr>
<td>Race: Native Hawaiian and Other Pacific Islander</td>
<td>0.1%</td>
<td>0.0%</td>
<td>0.2%</td>
<td>603</td>
<td>4,066</td>
<td>540,013</td>
</tr>
<tr>
<td>Race: Some Other Race</td>
<td>1.1%</td>
<td>1.1%</td>
<td>6.2%</td>
<td>8,504</td>
<td>130,030</td>
<td>19,107,368</td>
</tr>
<tr>
<td>Race: Two or More Races</td>
<td>2.1%</td>
<td>2.1%</td>
<td>2.9%</td>
<td>53,330</td>
<td>850,234</td>
<td>21,713,429</td>
</tr>
<tr>
<td>Hispanic or Latino (of any race)</td>
<td>2.6%</td>
<td>3.1%</td>
<td>16.3%</td>
<td>20,607</td>
<td>354,674</td>
<td>50,477,594</td>
</tr>
</tbody>
</table>

#### Economic

<table>
<thead>
<tr>
<th></th>
<th>Hamilton County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Hamilton County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Force Participation Rate and Size (civilian population 16 years and over)</td>
<td>65.9%</td>
<td>63.5%</td>
<td>63.5%</td>
<td>419,162</td>
<td>5,839,586</td>
<td>157,940,014</td>
</tr>
<tr>
<td>Armed Forces Labor Force</td>
<td>0.0%</td>
<td>0.1%</td>
<td>0.4%</td>
<td>158</td>
<td>8,795</td>
<td>1,025,497</td>
</tr>
<tr>
<td>Veterans, Age 18-64</td>
<td>5.3%</td>
<td>6.3%</td>
<td>5.8%</td>
<td>26,718</td>
<td>452,554</td>
<td>11,371,344</td>
</tr>
<tr>
<td>Median Household Income</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>$48,927</td>
<td>$48,849</td>
<td>$53,482</td>
</tr>
<tr>
<td>Per Capita Income</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>$30,062</td>
<td>$26,520</td>
<td>$28,555</td>
</tr>
<tr>
<td>Poverty Level (of all people)</td>
<td>18.4%</td>
<td>15.9%</td>
<td>15.6%</td>
<td>144,831</td>
<td>1,790,564</td>
<td>47,755,606</td>
</tr>
<tr>
<td>Households Receiving Food Stamps</td>
<td>15.3%</td>
<td>15.0%</td>
<td>13.0%</td>
<td>50,205</td>
<td>683,427</td>
<td>15,089,358</td>
</tr>
<tr>
<td>Mean Commute Time (minutes)</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>22.8</td>
<td>23.1</td>
<td>25.7</td>
</tr>
<tr>
<td>Commute via Public Transportation</td>
<td>3.7%</td>
<td>1.6%</td>
<td>5.1%</td>
<td>13,704</td>
<td>84,385</td>
<td>7,157,671</td>
</tr>
<tr>
<td>Union Membership</td>
<td>9.6%</td>
<td>12.3%</td>
<td>11.1%</td>
<td>—</td>
<td>—</td>
<td>—</td>
</tr>
</tbody>
</table>

#### Educational Attainment, Age 25-64

<table>
<thead>
<tr>
<th></th>
<th>Hamilton County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Hamilton County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
</tr>
</thead>
<tbody>
<tr>
<td>No High School Diploma</td>
<td>9.0%</td>
<td>9.0%</td>
<td>12.0%</td>
<td>38,064</td>
<td>547,247</td>
<td>19,939,890</td>
</tr>
<tr>
<td>High School Graduate</td>
<td>25.9%</td>
<td>32.3%</td>
<td>26.5%</td>
<td>109,733</td>
<td>1,964,834</td>
<td>44,000,387</td>
</tr>
<tr>
<td>Some College, No Degree</td>
<td>20.2%</td>
<td>21.7%</td>
<td>21.9%</td>
<td>85,726</td>
<td>1,320,160</td>
<td>36,270,359</td>
</tr>
<tr>
<td>Associate's Degree</td>
<td>8.8%</td>
<td>9.3%</td>
<td>8.7%</td>
<td>37,390</td>
<td>562,608</td>
<td>14,487,486</td>
</tr>
<tr>
<td>Bachelor's Degree</td>
<td>22.7%</td>
<td>17.7%</td>
<td>19.7%</td>
<td>96,490</td>
<td>1,074,715</td>
<td>32,646,533</td>
</tr>
<tr>
<td>Postgraduate Degree</td>
<td>13.4%</td>
<td>10.0%</td>
<td>11.2%</td>
<td>56,873</td>
<td>606,948</td>
<td>18,533,513</td>
</tr>
</tbody>
</table>

#### Housing

<table>
<thead>
<tr>
<th></th>
<th>Hamilton County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Hamilton County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Housing Units</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>377,018</td>
<td>5,135,173</td>
<td>132,741,033</td>
</tr>
<tr>
<td>Median House Value (of owner-occupied units)</td>
<td>—</td>
<td>—</td>
<td>—</td>
<td>$143,000</td>
<td>$129,600</td>
<td>$175,700</td>
</tr>
<tr>
<td>Homeowner Vacancy</td>
<td>2.3%</td>
<td>2.0%</td>
<td>2.1%</td>
<td>4,600</td>
<td>63,777</td>
<td>1,591,421</td>
</tr>
</tbody>
</table>
### Summary

<table>
<thead>
<tr>
<th></th>
<th>Percent</th>
<th>Value</th>
<th></th>
<th>Value</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hamilton County, Ohio</td>
<td>Ohio</td>
<td>USA</td>
<td>Hamilton County, Ohio</td>
<td>Ohio</td>
</tr>
<tr>
<td>Rental Vacancy⁴</td>
<td>9.3%</td>
<td>7.2%</td>
<td>6.9%</td>
<td>13,988</td>
<td>120,057</td>
</tr>
<tr>
<td>Renter-Occupied Housing Units (% of Occupied Units)⁴</td>
<td>41.0%</td>
<td>33.1%</td>
<td>35.6%</td>
<td>134,878</td>
<td>1,513,809</td>
</tr>
<tr>
<td>Occupied Housing Units with No Vehicle Available (% of Occupied Units)⁴</td>
<td>12.4%</td>
<td>8.4%</td>
<td>9.1%</td>
<td>40,831</td>
<td>384,271</td>
</tr>
</tbody>
</table>

### Social

<table>
<thead>
<tr>
<th></th>
<th>Percent</th>
<th>Value</th>
<th></th>
<th>Value</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrolled in Grade 12 (% of total population)⁴</td>
<td>1.3%</td>
<td>1.4%</td>
<td>1.4%</td>
<td>10,537</td>
<td>158,526</td>
</tr>
<tr>
<td>Disconnected Youth⁵,⁶</td>
<td>2.6%</td>
<td>2.7%</td>
<td>3.3%</td>
<td>1,139</td>
<td>17,092</td>
</tr>
<tr>
<td>Children in Single Parent Families (% of all children)⁴</td>
<td>43.9%</td>
<td>36.2%</td>
<td>34.7%</td>
<td>77,917</td>
<td>920,712</td>
</tr>
<tr>
<td>Disabled, Age 18-64⁴</td>
<td>10.9%</td>
<td>11.6%</td>
<td>10.2%</td>
<td>54,821</td>
<td>819,265</td>
</tr>
<tr>
<td>Disabled, Age 18-64, Labor Force Participation Rate and Size⁴</td>
<td>43.1%</td>
<td>41.1%</td>
<td>41.2%</td>
<td>23,630</td>
<td>336,838</td>
</tr>
<tr>
<td>Foreign Born⁴</td>
<td>5.0%</td>
<td>4.1%</td>
<td>13.1%</td>
<td>40,195</td>
<td>469,191</td>
</tr>
<tr>
<td>Speak English Less Than Very Well (population 5 yrs and over)⁴</td>
<td>2.6%</td>
<td>2.4%</td>
<td>8.6%</td>
<td>19,543</td>
<td>256,200</td>
</tr>
</tbody>
</table>

Source: JobsEQ®

1. Census 2010, unless noted otherwise
2. Census 2015, annual average growth rate since 2005
3. Median values for certain aggregate regions (such as MSAs) may be estimated as the weighted averages of the median values from the composing counties.
4. ACS 2010-2014
5. 2014; Current Population Survey, unionstats.com, and Chmura; county- and zip-level data are best estimates based upon industry-, MSA-, and state-level data
6. Disconnected Youth are 16-19 year olds who are (1) not in school, (2) not high school graduates, and (3) either unemployed or not in the labor force.

### Unemployment Rate

The seasonally adjusted unemployment rate for Hamilton County, Ohio was 4.2% as of September 2016. The regional unemployment rate was lower than the national rate of 5.1%.
One year earlier, in September 2015, the unemployment rate in Hamilton County, Ohio was 4.2%.

Unemployment rate data are from the Local Area Unemployment Statistics, provided by the Bureau of Labor Statistics and updated through September 2016.

**Wage Trends**

The average worker in Hamilton County, Ohio earned annual wages of $55,703 as of 2016Q3. Average annual wages per worker increased 0.4% in the region during the preceding four quarters. For comparison purposes, annual average wages were $52,724 in the nation as of 2016Q3.

Annual average wages per worker data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.

**Cost of Living Index**

The Cost of Living Index estimates the relative price levels for consumer goods and services. When applied to wages and salaries, the result is a measure of relative
purchasing power. The cost of living is 8.3% lower in Hamilton County, Ohio than the U.S. average.

<table>
<thead>
<tr>
<th>Cost of Living Information</th>
<th>Annual Average Salary</th>
<th>Cost of Living Index (Base US)</th>
<th>US Purchasing Power</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hamilton County, Ohio</td>
<td>$56,562</td>
<td>91.7</td>
<td>$61,713</td>
</tr>
<tr>
<td>Ohio</td>
<td>$47,635</td>
<td>91.7</td>
<td>$51,922</td>
</tr>
<tr>
<td>USA</td>
<td>$53,758</td>
<td>100.0</td>
<td>$53,758</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
Data as of 2016Q3
The Cost of Living Index is developed by Chmura Economics & Analytics

**Occupation Snapshot**

The largest major occupation group in Hamilton County, Ohio is Office and Administrative Support Occupations, employing 86,479 workers. The next-largest occupation groups in the region are Sales and Related Occupations (50,393 workers) and Food Preparation and Serving Related Occupations (46,822). High location quotients (LQs) indicate occupation groups in which a region has high concentrations of employment compared to the national average. The major groups with the largest LQs in the region are Healthcare Practitioners and Technical Occupations (LQ = 1.28), Business and Financial Operations Occupations (1.23), and Architecture and Engineering Occupations (1.20).

Occupation groups in Hamilton County, Ohio with the highest average wages per worker are Management Occupations ($115,800), Legal Occupations ($95,500), and Computer and Mathematical Occupations ($79,500). The unemployment rate in the region varied among the major groups from 1.1% among Legal Occupations to 6.7% among Food Preparation and Serving Related Occupations.

Over the next 10 years, the fastest growing occupation group in Hamilton County, Ohio is expected to be Healthcare Support Occupations with a +1.3% year-over-year rate of growth. The strongest forecast by number of jobs over this period is expected for Healthcare Practitioners and Technical Occupations (+2,892 jobs) and Healthcare Support Occupations (+2,521). Over the same period, the highest replacement demand (occupation demand due to retirements and workers moving from one occupation to another) is expected in Office and Administrative Support Occupations (18,419 jobs) and Food Preparation and Serving Related Occupations (17,749).
### Occupation Snapshot in Hamilton County, Ohio

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Empl</th>
<th>Avg. Annual Wages</th>
<th>LQ</th>
<th>Unempl</th>
<th>Unempl Rate</th>
<th>Hamilton County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Current Online Job Ads</th>
<th>Total Repl Demand</th>
<th>Total Growth Demand</th>
<th>Avg. Annual Growth Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-0000</td>
<td>Management Occupations</td>
<td>32,363</td>
<td>$115,800</td>
<td>1.01</td>
<td>536</td>
<td>2.1%</td>
<td>806</td>
<td>0.5%</td>
<td>1.3%</td>
<td>1.5%</td>
<td>2,085</td>
<td>9,253</td>
<td>-118</td>
</tr>
<tr>
<td>13-0000</td>
<td>Business and Financial Operations Occupations</td>
<td>31,903</td>
<td>$69,500</td>
<td>1.23</td>
<td>765</td>
<td>3.0%</td>
<td>916</td>
<td>0.6%</td>
<td>1.4%</td>
<td>1.6%</td>
<td>1,924</td>
<td>7,042</td>
<td>507</td>
</tr>
<tr>
<td>15-0000</td>
<td>Computer and Mathematical Occupations</td>
<td>16,838</td>
<td>$79,500</td>
<td>1.15</td>
<td>401</td>
<td>2.9%</td>
<td>973</td>
<td>1.2%</td>
<td>1.5%</td>
<td>2.6%</td>
<td>2,797</td>
<td>2,542</td>
<td>722</td>
</tr>
<tr>
<td>17-0000</td>
<td>Architecture and Engineering Occupinations</td>
<td>10,649</td>
<td>$79,500</td>
<td>1.20</td>
<td>142</td>
<td>1.7%</td>
<td>628</td>
<td>1.2%</td>
<td>1.5%</td>
<td>1.2%</td>
<td>550</td>
<td>2,671</td>
<td>-347</td>
</tr>
<tr>
<td>19-0000</td>
<td>Life, Physical, and Social Science Occupations</td>
<td>4,776</td>
<td>$66,100</td>
<td>1.12</td>
<td>54</td>
<td>1.5%</td>
<td>322</td>
<td>1.4%</td>
<td>1.3%</td>
<td>1.2%</td>
<td>561</td>
<td>1,422</td>
<td>34</td>
</tr>
<tr>
<td>21-0000</td>
<td>Community and Social Service Occupinations</td>
<td>7,835</td>
<td>$45,500</td>
<td>0.93</td>
<td>173</td>
<td>2.6%</td>
<td>261</td>
<td>0.7%</td>
<td>1.0%</td>
<td>1.6%</td>
<td>255</td>
<td>1,705</td>
<td>377</td>
</tr>
<tr>
<td>23-0000</td>
<td>Legal Occupations</td>
<td>4,233</td>
<td>$95,500</td>
<td>1.01</td>
<td>39</td>
<td>1.1%</td>
<td>-459</td>
<td>-2.0%</td>
<td>-0.5%</td>
<td>0.3%</td>
<td>100</td>
<td>832</td>
<td>2</td>
</tr>
<tr>
<td>25-0000</td>
<td>Education, Training, and Library Occupations</td>
<td>24,828</td>
<td>$53,900</td>
<td>0.83</td>
<td>1,029</td>
<td>4.7%</td>
<td>1,093</td>
<td>0.9%</td>
<td>-0.2%</td>
<td>0.5%</td>
<td>824</td>
<td>5,281</td>
<td>810</td>
</tr>
<tr>
<td>27-0000</td>
<td>Arts, Design, Entertainment, Sports, and Media Occupations</td>
<td>9,962</td>
<td>$47,300</td>
<td>1.07</td>
<td>306</td>
<td>3.8%</td>
<td>-67</td>
<td>-0.1%</td>
<td>0.3%</td>
<td>1.3%</td>
<td>386</td>
<td>3,357</td>
<td>-318</td>
</tr>
<tr>
<td>29-0000</td>
<td>Healthcare Practitioners and Technical Occupations</td>
<td>38,301</td>
<td>$74,000</td>
<td>1.28</td>
<td>457</td>
<td>1.6%</td>
<td>1,897</td>
<td>1.0%</td>
<td>1.1%</td>
<td>1.6%</td>
<td>1,396</td>
<td>8,379</td>
<td>2,892</td>
</tr>
<tr>
<td>31-0000</td>
<td>Healthcare Support Occupations</td>
<td>17,707</td>
<td>$29,500</td>
<td>1.13</td>
<td>611</td>
<td>4.6%</td>
<td>653</td>
<td>0.8%</td>
<td>0.8%</td>
<td>2.3%</td>
<td>553</td>
<td>3,848</td>
<td>2,521</td>
</tr>
<tr>
<td>33-0000</td>
<td>Protective Service Occupations</td>
<td>7,996</td>
<td>$38,100</td>
<td>0.78</td>
<td>205</td>
<td>3.4%</td>
<td>94</td>
<td>0.2%</td>
<td>0.6%</td>
<td>0.9%</td>
<td>243</td>
<td>1,624</td>
<td>-191</td>
</tr>
<tr>
<td>35-0000</td>
<td>Food Preparation and Serving Related Occupations</td>
<td>46,822</td>
<td>$22,400</td>
<td>1.02</td>
<td>2,477</td>
<td>6.7%</td>
<td>6,593</td>
<td>3.1%</td>
<td>2.2%</td>
<td>3.0%</td>
<td>1,729</td>
<td>17,749</td>
<td>-639</td>
</tr>
<tr>
<td>37-0000</td>
<td>Building and Grounds Cleaning and Maintenance Occupations</td>
<td>17,471</td>
<td>$26,100</td>
<td>0.91</td>
<td>699</td>
<td>5.1%</td>
<td>894</td>
<td>1.1%</td>
<td>1.2%</td>
<td>1.1%</td>
<td>481</td>
<td>3,854</td>
<td>-80</td>
</tr>
<tr>
<td>39-0000</td>
<td>Personal Care and Service Occupations</td>
<td>20,218</td>
<td>$25,000</td>
<td>0.95</td>
<td>673</td>
<td>4.4%</td>
<td>1,959</td>
<td>2.1%</td>
<td>1.3%</td>
<td>2.2%</td>
<td>537</td>
<td>5,652</td>
<td>1,416</td>
</tr>
<tr>
<td>41-0000</td>
<td>Sales and Related Occupations</td>
<td>50,393</td>
<td>$43,400</td>
<td>0.91</td>
<td>1,863</td>
<td>4.6%</td>
<td>-80</td>
<td>0.0%</td>
<td>0.9%</td>
<td>1.5%</td>
<td>3,865</td>
<td>15,219</td>
<td>-1,306</td>
</tr>
<tr>
<td>43-0000</td>
<td>Office and</td>
<td>86,479</td>
<td>$37,100</td>
<td>1.08</td>
<td>2,749</td>
<td>4.1%</td>
<td>2,292</td>
<td>0.5%</td>
<td>1.2%</td>
<td>1.7%</td>
<td>2,861</td>
<td>18,419</td>
<td>-4,571</td>
</tr>
</tbody>
</table>
Occupation Snapshot in Hamilton County, Ohio

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Empl</th>
<th>Avg. Annual Wages</th>
<th>LQ</th>
<th>Unempl</th>
<th>Unempl Rate</th>
<th>Empl</th>
<th>Hamilton County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Current Online Job Ads</th>
<th>Total Repl Demand</th>
<th>Total Growth Demand</th>
<th>Avg. Annual Growth Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>0000</td>
<td>Administrative Support Occupations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>45-0000</td>
<td>Farming, Fishing, and Forestry Occupations</td>
<td>530</td>
<td>$30,600</td>
<td>0.15</td>
<td>28</td>
<td>5.7%</td>
<td>12</td>
<td>0.5%</td>
<td>2.2%</td>
<td>1.8%</td>
<td>15</td>
<td>185</td>
<td>-54</td>
<td>-1.1%</td>
</tr>
<tr>
<td>47-0000</td>
<td>Construction and Extraction Occupations</td>
<td>19,983</td>
<td>$47,100</td>
<td>0.84</td>
<td>716</td>
<td>4.9%</td>
<td>2,522</td>
<td>2.7%</td>
<td>2.3%</td>
<td>2.4%</td>
<td>307</td>
<td>3,596</td>
<td>964</td>
<td>0.5%</td>
</tr>
<tr>
<td>49-0000</td>
<td>Installation, Maintenance, and Repair Occupations</td>
<td>19,147</td>
<td>$46,700</td>
<td>0.94</td>
<td>510</td>
<td>3.5%</td>
<td>981</td>
<td>1.1%</td>
<td>1.7%</td>
<td>1.7%</td>
<td>906</td>
<td>4,530</td>
<td>-216</td>
<td>-0.1%</td>
</tr>
<tr>
<td>51-0000</td>
<td>Production Occupations</td>
<td>33,518</td>
<td>$39,500</td>
<td>1.02</td>
<td>1,552</td>
<td>5.6%</td>
<td>311</td>
<td>0.2%</td>
<td>1.7%</td>
<td>1.5%</td>
<td>757</td>
<td>8,612</td>
<td>-3,354</td>
<td>-1.0%</td>
</tr>
<tr>
<td>53-0000</td>
<td>Transportation and Material Moving Occupations</td>
<td>30,454</td>
<td>$35,300</td>
<td>0.85</td>
<td>1,728</td>
<td>6.7%</td>
<td>851</td>
<td>0.6%</td>
<td>2.0%</td>
<td>2.2%</td>
<td>1,180</td>
<td>7,739</td>
<td>-911</td>
<td>-0.3%</td>
</tr>
<tr>
<td>00-0000</td>
<td>Total - All Occupations</td>
<td>532,407</td>
<td>$49,600</td>
<td>1.00</td>
<td>n/a</td>
<td>n/a</td>
<td>23,455</td>
<td>0.9%</td>
<td>1.3%</td>
<td>1.7%</td>
<td>24,312</td>
<td>133,510</td>
<td>-1,857</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
Data as of 2016Q3 unless noted otherwise
Note: Figures may not sum due to rounding.

1. Occupation wages are as of 2015 and should be taken as the average for all Covered Employment
2. Data represent found online ads active within the last thirty days in any zip code intersecting or within the selected region; data represents a sampling rather than the complete universe of postings; the listing search uses keywords that are similar to but not the equivalent of the SOC occupation definitions.

Occupation employment data are estimated via industry employment data and the estimated industry/occupation mix. Industry employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and currently updated through 2016Q1, imputed where necessary with preliminary estimates updated to 2016Q3. Wages by occupation are as of 2015 provided by the BLS and imputed where necessary. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

Industry Clusters

A cluster is a geographic concentration of interrelated industries or occupations. The industry cluster in Hamilton County, Ohio with the highest relative concentration is Chemical with a location quotient of 1.65. This cluster employs 8,182 workers in the region with an average wage of $103,994. Employment in the Chemical cluster is projected to contract in the region about 1.9% per year over the next ten years.
Location quotient and average wage data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics, imputed where necessary, and updated through 2016Q1 with preliminary estimates updated to 2016Q3. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

**Education Levels**

Expected growth rates for occupations vary by the education and training required. While all employment in Hamilton County, Ohio is projected to contract 0.0% over the next ten years, occupations typically requiring a postgraduate degree are expected to grow 0.6% per year, those requiring a bachelor’s degree are forecast to grow 0.2% per year, and occupations typically needing a 2-year degree or certificate are expected to grow 0.3% per year.

Based on the data provided by JobsEQ for 2016Q3, the Prioritized Industry Sector List for Hamilton County includes:

- Hospitals, Healthcare and Life Sciences
- Finance and Insurance
- Advanced Manufacturing
Research of economic conditions and emerging in-demand industry sectors for Area 12 Butler County provided the following data:

Demographic Profile

In 2015, the population in Butler County, Ohio was 376,353. Between 2005 and 2015, the region’s population grew at an annual average rate of 0.7%.

The region has a civilian labor force of 191,121 with a participation rate of 66.0%. Of individuals 25 to 64 in Butler County, Ohio, 29.9% have a bachelor’s degree or higher which compares with 30.9% in the nation.

The median household income in Butler County, Ohio is $56,998 and the median house value is $156,300.

<table>
<thead>
<tr>
<th>Summary1</th>
<th>Percent</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Butler County, Ohio</td>
<td>Ohio</td>
</tr>
<tr>
<td>Demographics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Population2</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Population Annual Average Growth3</td>
<td>0.7%</td>
<td>0.1%</td>
</tr>
<tr>
<td>Median Age3</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Under 18 Years</td>
<td>25.2%</td>
<td>23.7%</td>
</tr>
<tr>
<td>18 to 24 Years</td>
<td>11.3%</td>
<td>9.5%</td>
</tr>
<tr>
<td>25 to 34 Years</td>
<td>12.2%</td>
<td>12.2%</td>
</tr>
<tr>
<td>35 to 44 Years</td>
<td>13.3%</td>
<td>12.8%</td>
</tr>
<tr>
<td>45 to 54 Years</td>
<td>14.9%</td>
<td>15.1%</td>
</tr>
<tr>
<td>55 to 64 Years</td>
<td>11.7%</td>
<td>12.6%</td>
</tr>
<tr>
<td>65 to 74 Years</td>
<td>6.3%</td>
<td>7.4%</td>
</tr>
<tr>
<td>75 Years, and Over</td>
<td>5.3%</td>
<td>6.7%</td>
</tr>
<tr>
<td>Race: White</td>
<td>86.0%</td>
<td>82.7%</td>
</tr>
<tr>
<td>Race: Black or African American</td>
<td>7.3%</td>
<td>12.2%</td>
</tr>
<tr>
<td>Race: American Indian and Alaska Native</td>
<td>0.2%</td>
<td>0.2%</td>
</tr>
<tr>
<td>Race: Asian</td>
<td>2.4%</td>
<td>1.7%</td>
</tr>
<tr>
<td>Race: Native Hawaiian and Other Pacific Islander</td>
<td>0.1%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Race: Some Other Race</td>
<td>1.8%</td>
<td>1.1%</td>
</tr>
<tr>
<td>Summary</td>
<td>Percent</td>
<td>Value</td>
</tr>
<tr>
<td>---------</td>
<td>---------</td>
<td>-------</td>
</tr>
<tr>
<td></td>
<td>Butler County, Ohio</td>
<td>Ohio</td>
</tr>
<tr>
<td>Race: Two or More Races</td>
<td>2.1%</td>
<td>2.1%</td>
</tr>
<tr>
<td>Hispanic or Latino (of any race)</td>
<td>4.0%</td>
<td>3.1%</td>
</tr>
</tbody>
</table>

**Economic**

| Labor Force Participation Rate and Size (civilian population 16 years and over) | 66.0% | 63.5% | 63.5% | 191,121 | 5,839,586 | 157,940,014 |
| Armed Forces Labor Force | 0.0% | 0.1% | 0.4% | 122 | 8,795 | 1,025,497 |
| Veterans, Age 18-64 | 6.3% | 6.3% | 5.8% | 14,745 | 452,554 | 11,371,344 |
| Median Household Income | — | — | — | $56,998 | $48,849 | $53,482 |
| Per Capita Income | — | — | — | $27,394 | $26,520 | $28,555 |
| Poverty Level (of all people) | 13.8% | 15.9% | 15.6% | 49,512 | 1,790,564 | 47,755,606 |
| Households Receiving Food Stamps | 12.0% | 15.0% | 13.0% | 16,172 | 683,427 | 15,089,358 |
| Mean Commute Time (minutes) | 23.8 | 23.1 | 25.7 | — | — | — |
| Commute via Public Transportation | 0.7% | 1.6% | 5.1% | 1,276 | 84,385 | 7,157,671 |
| Union Membership | 10.3% | 12.3% | 11.1% | — | — | — |

**Educational Attainment, Age 25-64**

| No High School Diploma | 8.1% | 9.0% | 12.0% | 15,361 | 547,247 | 19,939,890 |
| High School Graduate | 33.0% | 32.3% | 26.5% | 62,691 | 1,964,834 | 44,000,387 |
| Some College, No Degree | 20.5% | 21.7% | 21.9% | 38,996 | 1,320,160 | 36,270,359 |
| Associate’s Degree | 8.5% | 9.3% | 8.7% | 16,211 | 562,608 | 14,887,486 |
| Bachelor’s Degree | 19.5% | 17.7% | 19.7% | 37,073 | 1,074,715 | 32,646,533 |
| Postgraduate Degree | 10.3% | 10.0% | 11.2% | 19,639 | 606,948 | 18,533,513 |

**Housing**

| Total Housing Units | — | — | — | 148,786 | 5,135,173 | 132,741,033 |
| Median House Value (of owner-occupied units) | — | — | — | $156,300 | $129,600 | $175,700 |
| Homeowner Vacancy | 1.9% | 2.0% | 2.1% | 1,824 | 63,777 | 1,591,421 |
| Rental Vacancy | 6.9% | 7.2% | 6.9% | 3,025 | 120,057 | 3,105,361 |
| Renter-Occupied Housing Units (% of Occupied Units) | 30.1% | 33.1% | 35.6% | 40,615 | 1,513,809 | 41,423,632 |
| Occupied Housing Units with No Vehicle Available (% of Occupied Units) | 5.6% | 8.4% | 9.1% | 1,824 | 63,777 | 1,591,421 |

**Social**

| Enrolled in Grade 12 (% of total population) | 1.3% | 1.4% | 1.4% | 4,709 | 158,526 | 4,443,768 |
| Disconnected Youth | 2.3% | 2.7% | 3.3% | 529 | 17,092 | 572,277 |
| Children in Single Parent Families (% of all children) | 31.9% | 36.2% | 34.7% | 27,845 | 920,712 | 24,388,185 |
| Disabled, Age 18-64 | 9.6% | 11.6% | 10.2% | 22,782 | 819,265 | 19,703,061 |
| Disabled, Age 18-64, Labor Force Participation | 42.0% | 41.1% | 41.2% | 9,360 | 336,838 | 8,119,295 |
### Summary

<table>
<thead>
<tr>
<th></th>
<th>Butler County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Butler County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate and Size</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Foreign Born</td>
<td>5.1%</td>
<td>4.1%</td>
<td>13.1%</td>
<td>18,919</td>
<td>469,191</td>
<td>41,056,885</td>
</tr>
<tr>
<td>Speak English Less Than Very Well (population 5 yrs and over)</td>
<td>3.0%</td>
<td>2.4%</td>
<td>8.6%</td>
<td>10,244</td>
<td>256,200</td>
<td>25,305,202</td>
</tr>
</tbody>
</table>

Source: JobsEQ®

1. Census 2010, unless noted otherwise
2. Census 2015, annual average growth rate since 2005
3. Median values for certain aggregate regions (such as MSAs) may be estimated as the weighted averages of the median values from the composing counties.
4. ACS 2010-2014
5. 2014; Current Population Survey, unionstats.com, and Chmura; county- and zip-level data are best estimates based upon industry-, MSA-, and state-level data
6. Disconnected Youth are 16-19 year olds who are (1) not in school, (2) not high school graduates, and (3) either unemployed or not in the labor force.

### Employment Trends

As of 2016Q3, total employment for Butler County, Ohio was 159,330 (based on a four-quarter moving average). Over the year ending 2016Q3, employment increased 3.9% in the region.

Employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.

### Unemployment Rate

The seasonally adjusted unemployment rate for Butler County, Ohio was 4.4% as of September 2016. The regional unemployment rate was lower than the national rate of 5.1%. One year earlier, in September 2015, the unemployment rate in Butler County, Ohio was 4.5%.
Unemployment rate data are from the Local Area Unemployment Statistics, provided by the Bureau of Labor Statistics and updated through September 2016.

**Wage Trends**

The average worker in Butler County, Ohio earned annual wages of $46,283 as of 2016Q3. Average annual wages per worker increased 3.7% in the region during the preceding four quarters. For comparison purposes, annual average wages were $52,724 in the nation as of 2016Q3.

Cost of Living Index

The Cost of Living Index estimates the relative price levels for consumer goods and services. When applied to wages and salaries, the result is a measure of relative
purchasing power. The cost of living is 6.7% lower in Butler County, Ohio than the U.S. average.

<table>
<thead>
<tr>
<th></th>
<th>Annual Average Salary</th>
<th>Cost of Living Index (Base US)</th>
<th>US Purchasing Power</th>
</tr>
</thead>
<tbody>
<tr>
<td>Butler County, Ohio</td>
<td>$47,046</td>
<td>93.3</td>
<td>$50,415</td>
</tr>
<tr>
<td>Ohio</td>
<td>$47,635</td>
<td>91.7</td>
<td>$51,922</td>
</tr>
<tr>
<td>USA</td>
<td>$53,758</td>
<td>100.0</td>
<td>$53,758</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
Data as of 2016Q3
The Cost of Living Index is developed by Chmura Economics & Analytics and is updated quarterly.

**Industry Snapshot**

The largest sector in Butler County, Ohio is Manufacturing, employing 22,232 workers. The next-largest sectors in the region are Health Care and Social Assistance (19,485 workers) and Retail Trade (19,428). High location quotients (LQs) indicate sectors in which a region has high concentrations of employment compared to the national average. The sectors with the largest LQs in the region are Wholesale Trade (LQ = 2.02), Manufacturing (1.68), and Finance and Insurance (1.26).

Employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.

Sectors in Butler County, Ohio with the highest average wages per worker are Management of Companies and Enterprises ($94,051), Finance and Insurance ($75,838), and Utilities ($71,436). Regional sectors with the best job growth (or most moderate job losses) over the last 5 years are Manufacturing (+2,627 jobs), Retail
Trade (+2,576), and Administrative and Support and Waste Management and Remediation Services (+2,153).

Over the next 10 years, employment in Butler County, Ohio is projected to expand by 4,929 jobs. The fastest growing sector in the region is expected to be Health Care and Social Assistance with a +1.6% year-over-year rate of growth. The strongest forecast by number of jobs over this period is expected for Health Care and Social Assistance (+3,464 jobs), Retail Trade (+1,462), and Construction (+866).
<table>
<thead>
<tr>
<th>NAICS</th>
<th>Industry</th>
<th>Current</th>
<th>Total Change over the Last 5 Years</th>
<th>Historical Average Annual % Change in Employment 2011q3-2016q3</th>
<th>Forecast Over the Next 10 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Four Quarters Ending with 2016q3</td>
<td>Empl</td>
<td>Avg. Annual Wages</td>
<td>Location Quotient</td>
</tr>
<tr>
<td>11</td>
<td>Agriculture, Forestry, Fishing and Hunting</td>
<td>467</td>
<td>$19,526</td>
<td>0.20</td>
<td>39</td>
</tr>
<tr>
<td>21</td>
<td>Mining, Quarrying, and Oil and Gas Extraction</td>
<td>126</td>
<td>$59,838</td>
<td>0.18</td>
<td>-26</td>
</tr>
<tr>
<td>22</td>
<td>Utilities</td>
<td>539</td>
<td>$71,436</td>
<td>0.63</td>
<td>-46</td>
</tr>
<tr>
<td>23</td>
<td>Construction</td>
<td>8,690</td>
<td>$53,428</td>
<td>0.99</td>
<td>165</td>
</tr>
<tr>
<td>31</td>
<td>Manufacturing</td>
<td>22,232</td>
<td>$68,426</td>
<td>1.68</td>
<td>2,627</td>
</tr>
<tr>
<td>42</td>
<td>Wholesale Trade</td>
<td>12,683</td>
<td>$65,532</td>
<td>2.02</td>
<td>559</td>
</tr>
<tr>
<td>44</td>
<td>Retail Trade</td>
<td>19,428</td>
<td>$29,719</td>
<td>1.12</td>
<td>2,576</td>
</tr>
<tr>
<td>48</td>
<td>Transportation and Warehousing</td>
<td>8,233</td>
<td>$45,164</td>
<td>1.25</td>
<td>-194</td>
</tr>
<tr>
<td>51</td>
<td>Information</td>
<td>1,133</td>
<td>$45,758</td>
<td>0.35</td>
<td>-140</td>
</tr>
<tr>
<td>52</td>
<td>Finance and Insurance</td>
<td>7,997</td>
<td>$75,838</td>
<td>1.26</td>
<td>-34</td>
</tr>
<tr>
<td>53</td>
<td>Real Estate and Rental and Leasing</td>
<td>1,835</td>
<td>$43,327</td>
<td>0.68</td>
<td>133</td>
</tr>
<tr>
<td>54</td>
<td>Professional, Scientific, and Technical Services</td>
<td>4,847</td>
<td>$59,200</td>
<td>0.46</td>
<td>801</td>
</tr>
<tr>
<td>55</td>
<td>Management of Companies and Enterprises</td>
<td>1,581</td>
<td>$94,051</td>
<td>0.69</td>
<td>957</td>
</tr>
<tr>
<td>56</td>
<td>Administrative and Support and Waste Management and Remediation Services</td>
<td>10,775</td>
<td>$29,912</td>
<td>1.04</td>
<td>2,153</td>
</tr>
<tr>
<td>61</td>
<td>Educational Services</td>
<td>12,485</td>
<td>$44,974</td>
<td>0.95</td>
<td>-1,252</td>
</tr>
<tr>
<td>62</td>
<td>Health Care and Social Assistance</td>
<td>19,485</td>
<td>$44,619</td>
<td>0.87</td>
<td>47</td>
</tr>
<tr>
<td>71</td>
<td>Arts, Entertainment, and Recreation</td>
<td>2,716</td>
<td>$15,278</td>
<td>0.87</td>
<td>384</td>
</tr>
<tr>
<td>72</td>
<td>Accommodation and Food Services</td>
<td>14,544</td>
<td>$15,291</td>
<td>1.03</td>
<td>1,722</td>
</tr>
<tr>
<td>81</td>
<td>Other Services (except Public Administration)</td>
<td>5,937</td>
<td>$29,154</td>
<td>0.84</td>
<td>105</td>
</tr>
<tr>
<td>92</td>
<td>Public Administration</td>
<td>3,568</td>
<td>$50,485</td>
<td>0.47</td>
<td>-74</td>
</tr>
<tr>
<td>99</td>
<td>Unclassified</td>
<td>29</td>
<td>$46,680</td>
<td>0.08</td>
<td>4</td>
</tr>
<tr>
<td>99</td>
<td>Total - All Industries</td>
<td>159,330</td>
<td>$46,283</td>
<td>1.00</td>
<td>10,508</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
Employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed here necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3. Forecast employment growth uses national projections adapted for regional growth patterns.

**Occupation Snapshot**

The largest major occupation group in Butler County, Ohio is Office and Administrative Support Occupations, employing 24,368 workers. The next-largest occupation groups in the region are Sales and Related Occupations (17,054 workers) and Production Occupations (14,983). High location quotients (LQs) indicate occupation groups in which a region has high concentrations of employment compared to the national average. The major groups with the largest LQs in the region are Production Occupations (LQ = 1.52), Transportation and Material Moving Occupations (1.37), and Food Preparation and Serving Related Occupations (1.09).

Occupation groups in Butler County, Ohio with the highest average wages per worker are Management Occupations ($107,900), Legal Occupations ($83,600), and Architecture and Engineering Occupations ($75,400). The unemployment rate in the region varied among the major groups from 1.2% among Legal Occupations to 6.6% among Food Preparation and Serving Related Occupations.

Over the next 10 years, the fastest growing occupation group in Butler County, Ohio is expected to be Healthcare Support Occupations with a +1.9% year-over-year rate of growth. The strongest forecast by number of jobs over this period is expected for Healthcare Practitioners and Technical Occupations (+1,137 jobs) and Healthcare Support Occupations (+898). Over the same period, the highest replacement demand (occupation demand due to retirements and workers moving from one occupation to another) is expected in Food Preparation and Serving Related Occupations (5,680 jobs) and Office and Administrative Support Occupations (5,452).

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Empl</th>
<th>Avg. Annual Wages</th>
<th>LQ</th>
<th>Unempl</th>
<th>Unempl Rate</th>
<th>Empl</th>
<th>Butler County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Current Online Job Ads</th>
<th>Total Repl Demand</th>
<th>Total Growth Demand</th>
<th>Avg. Annual Growth Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-0000</td>
<td>Management Occupations</td>
<td>8,326</td>
<td>$107,900</td>
<td>0.87</td>
<td>197</td>
<td>2.0%</td>
<td>562</td>
<td>1.4%</td>
<td>1.3%</td>
<td>1.5%</td>
<td>427</td>
<td>2,565</td>
<td>201</td>
<td>0.2%</td>
</tr>
<tr>
<td>13-0000</td>
<td>Business and Financial Operations</td>
<td>7,082</td>
<td>$64,000</td>
<td>0.91</td>
<td>255</td>
<td>2.9%</td>
<td>285</td>
<td>0.8%</td>
<td>1.4%</td>
<td>1.6%</td>
<td>240</td>
<td>1,610</td>
<td>128</td>
<td>0.2%</td>
</tr>
</tbody>
</table>
## Occupation Snapshot in Butler County, Ohio

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Empl (2016q3)</th>
<th>Avg. Annual Wages</th>
<th>LQ</th>
<th>Unempl</th>
<th>Unempl Rate</th>
<th>Empl (2011q3-2016q3)</th>
<th>Avg Ann % Chg in Empl</th>
<th>Butler County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Current Online Job Ads 1</th>
<th>Total Repl Demand</th>
<th>Total Growth Demand</th>
<th>Avg. Annual Growth Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>15-0000</td>
<td>Computer and Mathematical Occupations</td>
<td>3,295</td>
<td>$74,000</td>
<td>0.75</td>
<td>128</td>
<td>2.9%</td>
<td>529</td>
<td>3.6%</td>
<td>1.5%</td>
<td>2.6%</td>
<td>247</td>
<td>508</td>
<td>272</td>
<td>-0.2%</td>
<td>0.8%</td>
</tr>
<tr>
<td>17-0000</td>
<td>Architecture and Engineering Occupations</td>
<td>2,575</td>
<td>$75,400</td>
<td>0.97</td>
<td>53</td>
<td>1.7%</td>
<td>286</td>
<td>2.4%</td>
<td>1.5%</td>
<td>1.2%</td>
<td>118</td>
<td>674</td>
<td>-56</td>
<td>0.3%</td>
<td>0.2%</td>
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<tr>
<td>19-0000</td>
<td>Life, Physical, and Social Science Occupations</td>
<td>894</td>
<td>$61,300</td>
<td>0.70</td>
<td>16</td>
<td>1.4%</td>
<td>80</td>
<td>1.9%</td>
<td>1.3%</td>
<td>1.2%</td>
<td>73</td>
<td>279</td>
<td>30</td>
<td>1.0%</td>
<td>0.3%</td>
</tr>
<tr>
<td>21-0000</td>
<td>Community and Social Service Occupations</td>
<td>1,735</td>
<td>$42,900</td>
<td>0.68</td>
<td>60</td>
<td>2.6%</td>
<td>-90</td>
<td>-1.0%</td>
<td>1.0%</td>
<td>1.6%</td>
<td>89</td>
<td>390</td>
<td>187</td>
<td>1.0%</td>
<td>1.0%</td>
</tr>
<tr>
<td>23-0000</td>
<td>Legal Occupations</td>
<td>767</td>
<td>$83,600</td>
<td>0.61</td>
<td>12</td>
<td>1.2%</td>
<td>0</td>
<td>0.0%</td>
<td>-0.5%</td>
<td>0.3%</td>
<td>7</td>
<td>161</td>
<td>19</td>
<td>0.2%</td>
<td>0.2%</td>
</tr>
<tr>
<td>25-0000</td>
<td>Education, Training, and Library Occupations</td>
<td>8,130</td>
<td>$50,700</td>
<td>0.90</td>
<td>441</td>
<td>4.6%</td>
<td>-653</td>
<td>-1.5%</td>
<td>-0.2%</td>
<td>0.5%</td>
<td>344</td>
<td>1,722</td>
<td>196</td>
<td>0.2%</td>
<td>0.2%</td>
</tr>
<tr>
<td>27-0000</td>
<td>Arts, Design, Entertainment, Sports, and Media Occupations</td>
<td>1,962</td>
<td>$42,700</td>
<td>0.71</td>
<td>95</td>
<td>3.7%</td>
<td>104</td>
<td>1.1%</td>
<td>0.3%</td>
<td>1.3%</td>
<td>68</td>
<td>703</td>
<td>70</td>
<td>0.3%</td>
<td></td>
</tr>
<tr>
<td>29-0000</td>
<td>Healthcare Practitioners and Technical Occupations</td>
<td>8,048</td>
<td>$69,900</td>
<td>0.90</td>
<td>163</td>
<td>1.6%</td>
<td>27</td>
<td>0.1%</td>
<td>1.1%</td>
<td>1.6%</td>
<td>393</td>
<td>1,801</td>
<td>1,137</td>
<td>1.3%</td>
<td></td>
</tr>
<tr>
<td>31-0000</td>
<td>Healthcare Support Occupations</td>
<td>4,275</td>
<td>$28,100</td>
<td>0.92</td>
<td>252</td>
<td>4.5%</td>
<td>39</td>
<td>0.2%</td>
<td>0.8%</td>
<td>2.3%</td>
<td>190</td>
<td>969</td>
<td>898</td>
<td>1.9%</td>
<td></td>
</tr>
<tr>
<td>33-0000</td>
<td>Protective Service Occupations</td>
<td>2,154</td>
<td>$37,400</td>
<td>0.70</td>
<td>94</td>
<td>3.5%</td>
<td>141</td>
<td>1.4%</td>
<td>0.6%</td>
<td>0.9%</td>
<td>95</td>
<td>481</td>
<td>38</td>
<td>0.2%</td>
<td></td>
</tr>
<tr>
<td>35-0000</td>
<td>Food Preparation and Serving Related Occupations</td>
<td>14,935</td>
<td>$21,000</td>
<td>1.09</td>
<td>1,203</td>
<td>6.6%</td>
<td>1,491</td>
<td>2.1%</td>
<td>2.2%</td>
<td>3.0%</td>
<td>672</td>
<td>5,680</td>
<td>402</td>
<td>0.3%</td>
<td></td>
</tr>
<tr>
<td>37-0000</td>
<td>Building and Grounds Cleaning and Maintenance Occupations</td>
<td>5,077</td>
<td>$25,100</td>
<td>0.88</td>
<td>337</td>
<td>5.2%</td>
<td>234</td>
<td>0.9%</td>
<td>1.2%</td>
<td>1.1%</td>
<td>232</td>
<td>1,149</td>
<td>170</td>
<td>0.3%</td>
<td></td>
</tr>
<tr>
<td>39-0000</td>
<td>Personal Care and Service Occupations</td>
<td>5,210</td>
<td>$23,500</td>
<td>0.82</td>
<td>285</td>
<td>4.2%</td>
<td>326</td>
<td>1.3%</td>
<td>1.3%</td>
<td>2.2%</td>
<td>240</td>
<td>1,503</td>
<td>570</td>
<td>1.0%</td>
<td></td>
</tr>
<tr>
<td>41-0000</td>
<td>Sales and Related Occupations</td>
<td>17,054</td>
<td>$40,700</td>
<td>1.03</td>
<td>871</td>
<td>4.5%</td>
<td>1,258</td>
<td>1.5%</td>
<td>0.9%</td>
<td>1.5%</td>
<td>1,249</td>
<td>5,327</td>
<td>371</td>
<td>0.2%</td>
<td></td>
</tr>
<tr>
<td>43-0000</td>
<td>Office and Administrative Support Occupations</td>
<td>24,368</td>
<td>$34,100</td>
<td>1.02</td>
<td>1,230</td>
<td>4.1%</td>
<td>2,256</td>
<td>2.0%</td>
<td>1.2%</td>
<td>1.7%</td>
<td>988</td>
<td>5,452</td>
<td>122</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>45-0000</td>
<td>Farming, Fishing, and Forestry Occupations</td>
<td>208</td>
<td>$27,700</td>
<td>0.20</td>
<td>16</td>
<td>5.5%</td>
<td>29</td>
<td>3.0%</td>
<td>2.2%</td>
<td>1.8%</td>
<td>3</td>
<td>66</td>
<td>-14</td>
<td>-0.7%</td>
<td></td>
</tr>
</tbody>
</table>
# Occupation Snapshot in Butler County, Ohio

## Current vs. Historical vs. Forecast

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Empl</th>
<th>Avg. Annual Wages</th>
<th>LQ</th>
<th>Unempl</th>
<th>Unempl Rate</th>
<th>Empl</th>
<th>Butler County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Current Online Job Ads</th>
<th>Total Repl Demand</th>
<th>Total Growth Demand</th>
<th>Avg. Annual Growth Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>47-0000</td>
<td>Construction and Extraction Occupations</td>
<td>6,917</td>
<td>$44,000</td>
<td>0.97</td>
<td>373</td>
<td>4.8%</td>
<td>43</td>
<td>0.1%</td>
<td>2.3%</td>
<td>2.4%</td>
<td>110</td>
<td>1,284</td>
<td>618</td>
<td>0.9%</td>
</tr>
<tr>
<td>49-0000</td>
<td>Installation, Maintenance, and Repair Occupations</td>
<td>6,567</td>
<td>$44,100</td>
<td>1.08</td>
<td>256</td>
<td>3.4%</td>
<td>525</td>
<td>1.7%</td>
<td>1.7%</td>
<td>1.7%</td>
<td>371</td>
<td>1,616</td>
<td>224</td>
<td>0.3%</td>
</tr>
<tr>
<td>51-0000</td>
<td>Production Occupations</td>
<td>14,983</td>
<td>$37,000</td>
<td>1.52</td>
<td>949</td>
<td>5.6%</td>
<td>2,029</td>
<td>3.0%</td>
<td>1.7%</td>
<td>1.5%</td>
<td>321</td>
<td>3,981</td>
<td>-920</td>
<td>-0.6%</td>
</tr>
<tr>
<td>53-0000</td>
<td>Transportation and Material Moving Occupations</td>
<td>14,768</td>
<td>$33,000</td>
<td>1.37</td>
<td>1,061</td>
<td>6.6%</td>
<td>1,008</td>
<td>1.4%</td>
<td>2.0%</td>
<td>2.2%</td>
<td>712</td>
<td>3,769</td>
<td>259</td>
<td>0.2%</td>
</tr>
<tr>
<td>00-0000</td>
<td>Total - All Occupations</td>
<td>159,330</td>
<td>$43,200</td>
<td>1.00</td>
<td>n/a</td>
<td>n/a</td>
<td>10,508</td>
<td>1.4%</td>
<td>1.3%</td>
<td>1.7%</td>
<td>7,189</td>
<td>41,690</td>
<td>4,921</td>
<td>0.3%</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
Data as of 2016Q3 unless noted otherwise
Note: Figures may not sum due to rounding.
1. Occupation wages are as of 2015 and should be taken as the average for all Covered Employment
2. Data represent found online ads active within the last thirty days in any zip code intersecting or within the selected region; data represents a sampling rather than the complete universe of postings; the listing search uses keywords that are similar to but not the equivalent of the SOC occupation definitions.
Occupation employment data are estimated via industry employment data and the estimated industry/occupation mix. Industry employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and currently updated through 2016Q1, imputed where necessary with preliminary estimates updated to 2016Q3. Wages by occupation are as of 2015 provided by the BLS and imputed where necessary. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

## Education Levels

Expected growth rates for occupations vary by the education and training required. While all employment in Butler County, Ohio is projected to grow 0.3% over the next ten years, occupations typically requiring a postgraduate degree are expected to grow 1.0% per year, those requiring a bachelor’s degree are forecast to grow 0.4% per year, and occupations typically needing a 2-year degree or certificate are expected to grow 0.7% per year.
Employment by occupation data are estimates as of 2016Q3. Education levels of occupations are based on BLS assignments. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

**Industry Clusters**

A cluster is a geographic concentration of interrelated industries or occupations. The industry cluster in Butler County, Ohio with the highest relative concentration is Metal & Product Mfg. with a location quotient of 3.29. This cluster employs 4,023 workers in the region with an average wage of $84,723. Employment in the Metal & Product Mfg. cluster is projected to contract in the region about 0.6% per year over the next ten years.

Location quotient and average wage data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics, imputed where necessary, and updated through 2016Q1 with preliminary estimates updated to 2016Q3. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.
Industry Snapshot

The largest sector in Butler County, Ohio is Manufacturing, employing 22,232 workers. The next-largest sectors in the region are Health Care and Social Assistance (19,485 workers) and Retail Trade (19,428). High location quotients (LQs) indicate sectors in which a region has high concentrations of employment compared to the national average. The sectors with the largest LQs in the region are Wholesale Trade (LQ = 2.02), Manufacturing (1.68), and Finance and Insurance (1.26).

Research of economic conditions and emerging in-demand industry sectors for Area 12 Clermont County provided the following data:

Demographic Profile

In 2015, the population in Clermont County, Ohio was 201,973. Between 2005 and 2015, the region’s population grew at an annual average rate of 0.6%.

The region has a civilian labor force of 102,917 with a participation rate of 66.1%. Of individuals 25 to 64 in Clermont County, Ohio, 28.0% have a bachelor’s degree or higher which compares with 30.9% in the nation.

The median household income in Clermont County, Ohio is $60,552 and the median house value is $152,400.

<table>
<thead>
<tr>
<th>Summary</th>
<th>Percent</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Clermont County, Ohio</td>
<td>Ohio</td>
</tr>
<tr>
<td>Demographics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Population</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Population Annual Average Growth</td>
<td>0.6%</td>
<td>0.1%</td>
</tr>
<tr>
<td>Median Age</td>
<td>38.5</td>
<td>38.8</td>
</tr>
<tr>
<td>Under 18 Years</td>
<td>25.6%</td>
<td>23.7%</td>
</tr>
<tr>
<td>18 to 24 Years</td>
<td>7.9%</td>
<td>9.5%</td>
</tr>
<tr>
<td>25 to 34 Years</td>
<td>12.0%</td>
<td>12.2%</td>
</tr>
<tr>
<td>35 to 44 Years</td>
<td>13.9%</td>
<td>12.8%</td>
</tr>
<tr>
<td>45 to 54 Years</td>
<td>16.1%</td>
<td>15.1%</td>
</tr>
<tr>
<td>55 to 64 Years</td>
<td>12.6%</td>
<td>12.6%</td>
</tr>
<tr>
<td>65 to 74 Years</td>
<td>6.9%</td>
<td>7.4%</td>
</tr>
<tr>
<td>75 Years, and Over</td>
<td>4.9%</td>
<td>6.7%</td>
</tr>
<tr>
<td>Race: White</td>
<td>95.9%</td>
<td>82.7%</td>
</tr>
<tr>
<td>Race: Black or African American</td>
<td>1.2%</td>
<td>12.2%</td>
</tr>
</tbody>
</table>
## Summary

<table>
<thead>
<tr>
<th></th>
<th>Clermont County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Clermont County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Race: American Indian and Alaska Native</td>
<td>0.2%</td>
<td>0.2%</td>
<td>0.9%</td>
<td>403</td>
<td>25,292</td>
<td>2,932,248</td>
</tr>
<tr>
<td>Race: Asian</td>
<td>1.0%</td>
<td>1.7%</td>
<td>4.8%</td>
<td>1,920</td>
<td>192,233</td>
<td>14,674,252</td>
</tr>
<tr>
<td>Race: Native Hawaiian and Other Pacific Islander</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.2%</td>
<td>61</td>
<td>4,066</td>
<td>540,013</td>
</tr>
<tr>
<td>Race: Some Other Race</td>
<td>0.4%</td>
<td>1.1%</td>
<td>6.2%</td>
<td>792</td>
<td>130,030</td>
<td>19,107,368</td>
</tr>
<tr>
<td>Race: Two or More Races</td>
<td>1.3%</td>
<td>2.1%</td>
<td>2.9%</td>
<td>2,653</td>
<td>237,765</td>
<td>9,009,073</td>
</tr>
<tr>
<td>Hispanic or Latino (of any race)</td>
<td>1.5%</td>
<td>3.1%</td>
<td>16.3%</td>
<td>2,896</td>
<td>354,674</td>
<td>50,477,594</td>
</tr>
</tbody>
</table>

### Economic

- **Labor Force Participation Rate and Size (civilian population 16 years and over)**
  - Clermont County: 66.1%
  - Ohio: 63.5%
  - USA: 63.5%
  - Value: 102,917, 5,839,586, 157,940,014
- **Armed Forces Labor Force**
  - Clermont County: 0.1%
  - Ohio: 0.1%
  - USA: 0.4%
  - Value: 117, 8,795, 1,025,497
- **Veterans, Age 18-64**
  - Clermont County: 6.8%
  - Ohio: 6.3%
  - USA: 5.8%
  - Value: 8,427, 452,554, 11,371,344
- **Median Household Income**
  - Clermont County: $60,552
  - Ohio: $48,849
  - USA: $53,482
- **Per Capita Income**
  - Clermont County: $28,708
  - Ohio: $26,520
  - USA: $28,555
- **Poverty Level (of all people)**
  - Clermont County: 10.5%
  - Ohio: 15.9%
  - USA: 15.6%
  - Value: 20,766, 1,790,564, 47,755,606
- **Households Receiving Food Stamps**
  - Clermont County: 9.3%
  - Ohio: 15.0%
  - USA: 13.0%
  - Value: 6,909, 683,427, 15,089,358
- **Mean Commute Time (minutes)**
  - Clermont County: 27.5
  - Ohio: 23.1
  - USA: 25.7
- **Commute via Public Transportation**
  - Clermont County: 0.7%
  - Ohio: 1.6%
  - USA: 5.1%
  - Value: 621, 84,385, 7,157,671
- **Union Membership**
  - Clermont County: 10.4%
  - Ohio: 12.3%
  - USA: 11.1%
  - Value: —, —, —

### Educational Attainment, Age 25-64

- **No High School Diploma**
  - Clermont County: 8.6%
  - Ohio: 9.0%
  - USA: 12.0%
  - Value: 9,243, 547,247, 19,939,890
- **High School Graduate**
  - Clermont County: 34.1%
  - Ohio: 32.3%
  - USA: 26.5%
  - Value: 36,879, 1,964,834, 44,000,387
- **Some College, No Degree**
  - Clermont County: 19.5%
  - Ohio: 21.7%
  - USA: 21.9%
  - Value: 21,043, 1,320,160, 36,270,359
- **Associate's Degree**
  - Clermont County: 9.8%
  - Ohio: 9.3%
  - USA: 8.7%
  - Value: 10,629, 562,608, 14,487,486
- **Bachelor's Degree**
  - Clermont County: 19.1%
  - Ohio: 17.7%
  - USA: 19.7%
  - Value: 20,660, 1,074,715, 32,646,533
- **Postgraduate Degree**
  - Clermont County: 8.9%
  - Ohio: 10.0%
  - USA: 11.2%
  - Value: 9,638, 606,948, 18,533,513

### Housing

- **Total Housing Units**
  - Clermont County: —
  - Ohio: —
  - USA: —
  - Value: 81,342, 5,135,173, 132,741,033
- **Median House Value (of owner-occupied units)**
  - Clermont County: —
  - Ohio: —
  - USA: —
  - Value: $152,400, $129,600, $175,700
- **Homeowner Vacancy**
  - Clermont County: 1.9%
  - Ohio: 2.0%
  - USA: 2.1%
  - Value: 1,103, 63,777, 1,591,421
- **Rental Vacancy**
  - Clermont County: 12.4%
  - Ohio: 7.2%
  - USA: 6.9%
  - Value: 2,670, 120,057, 3,105,361
- **Renter-Occupied Housing Units (% of Occupied Units)**
  - Clermont County: 25.3%
  - Ohio: 33.1%
  - USA: 35.6%
  - Value: 18,736, 1,074,715, 41,423,632
- **Occupied Housing Units with No Vehicle Available (% of Occupied Units)**
  - Clermont County: 4.6%
  - Ohio: 8.4%
  - USA: 9.1%
  - Value: 3,444, 384,271, 10,594,153

### Social

- **Enrolled in Grade 12 (% of total population)**
  - Clermont County: 1.6%
  - Ohio: 1.4%
  - USA: 1.4%
  - Value: 3,145, 158,526, 4,443,768
- **Disconnected Youth**
  - Clermont County: 2.2%
  - Ohio: 2.7%
  - USA: 3.3%
  - Value: 233, 17,092, 572,277
Summary\(^1\)

<table>
<thead>
<tr>
<th></th>
<th>Clermont County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Clermont County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Children in Single Parent Families (% of all children)(^4)</td>
<td>27.4%</td>
<td>36.2%</td>
<td>34.7%</td>
<td>13,074</td>
<td>920,712</td>
<td>24,388,185</td>
</tr>
<tr>
<td>Disabled, Age 18-64(^4)</td>
<td>11.1%</td>
<td>11.6%</td>
<td>10.2%</td>
<td>13,727</td>
<td>819,265</td>
<td>19,703,061</td>
</tr>
<tr>
<td>Disabled, Age 18-64, Labor Force Participation Rate and Size(^4)</td>
<td>39.1%</td>
<td>41.1%</td>
<td>41.2%</td>
<td>5,363</td>
<td>336,838</td>
<td>8,119,295</td>
</tr>
<tr>
<td>Foreign Born(^4)</td>
<td>2.5%</td>
<td>4.1%</td>
<td>13.1%</td>
<td>4,907</td>
<td>469,191</td>
<td>41,056,885</td>
</tr>
<tr>
<td>Speak English Less Than Very Well (population 5 yrs and over)(^4)</td>
<td>0.8%</td>
<td>2.4%</td>
<td>8.6%</td>
<td>1,433</td>
<td>256,200</td>
<td>25,305,202</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
1. Census 2010, unless noted otherwise
2. Census 2015, annual average growth rate since 2005
3. Median values for certain aggregate regions (such as MSAs) may be estimated as the weighted averages of the median values from the composing counties.
4. ACS 2010-2014
5. 2014; Current Population Survey, unionstats.com, and Chmura; county- and zip-level data are best estimates based upon industry-, MSA-, and state-level data
6. Disconnected Youth are 16-19 year olds who are (1) not in school, (2) not high school graduates, and (3) either unemployed or not in the labor force.

**Employment Trends**

As of 2016Q3, total employment for Clermont County, Ohio was 64,543 (based on a four-quarter moving average). Over the year ending 2016Q3, employment increased 1.3% in the region.

Employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.
Unemployment Rate

The seasonally adjusted unemployment rate for Clermont County, Ohio was 4.4% as of September 2016. The regional unemployment rate was lower than the national rate of 5.1%. One year earlier, in September 2015, the unemployment rate in Clermont County, Ohio was 4.4%.

Wage Trends

The average worker in Clermont County, Ohio earned annual wages of $41,762 as of 2016Q3. Average annual wages per worker increased 1.0% in the region during the preceding four quarters. For comparison purposes, annual average wages were $52,724 in the nation as of 2016Q3.
Annual average wages per worker data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.

**Cost of Living Index**

The Cost of Living Index estimates the relative price levels for consumer goods and services. When applied to wages and salaries, the result is a measure of relative purchasing power. The cost of living is 7.2% lower in Clermont County, Ohio than the U.S. average.

<table>
<thead>
<tr>
<th>Cost of Living Information</th>
<th>Annual Average Salary</th>
<th>Cost of Living Index (Base US)</th>
<th>US Purchasing Power</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clermont County, Ohio</td>
<td>$42,481</td>
<td>92.8</td>
<td>$45,763</td>
</tr>
<tr>
<td>Ohio</td>
<td>$47,635</td>
<td>91.7</td>
<td>$51,922</td>
</tr>
<tr>
<td>USA</td>
<td>$53,758</td>
<td>100.0</td>
<td>$53,758</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
Data as of 2016Q3
The Cost of Living Index is developed by Chmura Economics & Analytics and is updated quarterly.

**Industry Snapshot**

The largest sector in Clermont County, Ohio is Retail Trade, employing 9,804 workers. The next-largest sectors in the region are Health Care and Social Assistance (6,978 workers) and Accommodation and Food Services (6,711). High location quotients (LQs) indicate sectors in which a region has high concentrations of employment compared to the national average. The sectors with the largest LQs in the region are Retail Trade (LQ = 1.40), Construction (1.39), and Finance and Insurance (1.23).
Employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.

Sectors in Clermont County, Ohio with the highest average wages per worker are Management of Companies and Enterprises ($84,210), Utilities ($79,696), and Information ($75,405). Regional sectors with the best job growth (or most moderate job losses) over the last 5 years are Construction (+1,145 jobs), Administrative and Support and Waste Management and Remediation Services (+1,031), and Manufacturing (+820).

Over the next 10 years, employment in Clermont County, Ohio is projected to expand by 1,987 jobs. The fastest growing sector in the region is expected to be Health Care and Social Assistance with a +1.6% year-over-year rate of growth. The strongest forecast by number of jobs over this period is expected for Health Care and Social Assistance (+1,235 jobs), Construction (+458), and Retail Trade (+441).
<table>
<thead>
<tr>
<th>NAICS</th>
<th>Industry</th>
<th>2016q3</th>
<th>Empl</th>
<th>Avg. Annual Wages</th>
<th>Location Quotient</th>
<th>Current</th>
<th>Four Quarters Ending with 2016q3</th>
<th>Total Change over the Last 5 Years</th>
<th>Historical</th>
<th>Average Annual % Change in Employment 2011q3-2016q3</th>
<th>Forecast</th>
<th>Over the Next 10 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>21</td>
<td>Mining, Quarrying, and Oil and Gas Extraction</td>
<td>44</td>
<td>$50,891</td>
<td>0.16</td>
<td>39</td>
<td>50.7%</td>
<td>0.1%</td>
<td>10</td>
<td>-2</td>
<td>-0.6%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>Utilities</td>
<td>351</td>
<td>$79,696</td>
<td>1.01</td>
<td>-215</td>
<td>-9.1%</td>
<td>0.0%</td>
<td>86</td>
<td>-30</td>
<td>-0.9%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>23</td>
<td>Construction</td>
<td>4,916</td>
<td>$43,469</td>
<td>1.39</td>
<td>1,145</td>
<td>5.4%</td>
<td>2.7%</td>
<td>1,001</td>
<td>458</td>
<td>0.9%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Manufacturing</td>
<td>5,969</td>
<td>$56,315</td>
<td>1.11</td>
<td>820</td>
<td>3.0%</td>
<td>1.6%</td>
<td>1,301</td>
<td>-718</td>
<td>-1.3%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>42</td>
<td>Wholesale Trade</td>
<td>2,204</td>
<td>$74,353</td>
<td>0.87</td>
<td>54</td>
<td>0.5%</td>
<td>1.7%</td>
<td>479</td>
<td>-47</td>
<td>-0.2%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>44</td>
<td>Retail Trade</td>
<td>9,804</td>
<td>$27,854</td>
<td>1.40</td>
<td>421</td>
<td>0.9%</td>
<td>1.5%</td>
<td>3,089</td>
<td>441</td>
<td>0.4%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>48</td>
<td>Transportation and Warehousing</td>
<td>2,833</td>
<td>$53,075</td>
<td>1.06</td>
<td>505</td>
<td>4.0%</td>
<td>2.2%</td>
<td>736</td>
<td>4</td>
<td>0.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>51</td>
<td>Information</td>
<td>1,550</td>
<td>$75,405</td>
<td>1.20</td>
<td>313</td>
<td>4.6%</td>
<td>0.8%</td>
<td>380</td>
<td>65</td>
<td>0.4%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>52</td>
<td>Finance and Insurance</td>
<td>3,151</td>
<td>$69,345</td>
<td>1.23</td>
<td>217</td>
<td>1.4%</td>
<td>1.0%</td>
<td>730</td>
<td>-83</td>
<td>-0.3%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>53</td>
<td>Real Estate and Rental and Leasing</td>
<td>1,019</td>
<td>$44,185</td>
<td>0.93</td>
<td>8</td>
<td>0.2%</td>
<td>1.6%</td>
<td>228</td>
<td>18</td>
<td>0.2%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>54</td>
<td>Professional, Scientific, and Technical Services</td>
<td>3,135</td>
<td>$59,503</td>
<td>0.74</td>
<td>348</td>
<td>2.4%</td>
<td>1.0%</td>
<td>675</td>
<td>320</td>
<td>1.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55</td>
<td>Management of Companies and Enterprises</td>
<td>541</td>
<td>$84,210</td>
<td>0.58</td>
<td>212</td>
<td>10.4%</td>
<td>4.1%</td>
<td>114</td>
<td>0</td>
<td>0.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>56</td>
<td>Administrative and Support and Waste Management and Remediation Services</td>
<td>3,800</td>
<td>$30,575</td>
<td>0.91</td>
<td>1,031</td>
<td>6.5%</td>
<td>2.0%</td>
<td>867</td>
<td>189</td>
<td>0.5%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>61</td>
<td>Educational Services</td>
<td>4,774</td>
<td>$41,421</td>
<td>0.90</td>
<td>-359</td>
<td>-1.4%</td>
<td>-0.2%</td>
<td>1,000</td>
<td>62</td>
<td>0.1%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>62</td>
<td>Health Care and Social Assistance</td>
<td>6,978</td>
<td>$37,917</td>
<td>0.77</td>
<td>634</td>
<td>1.9%</td>
<td>1.2%</td>
<td>1,441</td>
<td>1,235</td>
<td>1.6%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>71</td>
<td>Arts, Entertainment, and Recreation</td>
<td>1,093</td>
<td>$22,052</td>
<td>0.86</td>
<td>99</td>
<td>1.9%</td>
<td>4.2%</td>
<td>336</td>
<td>37</td>
<td>0.3%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>72</td>
<td>Accommodation and Food Services</td>
<td>6,711</td>
<td>$15,762</td>
<td>1.17</td>
<td>688</td>
<td>2.2%</td>
<td>2.5%</td>
<td>2,351</td>
<td>85</td>
<td>0.1%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>81</td>
<td>Other Services (except Public Administration)</td>
<td>3,040</td>
<td>$31,259</td>
<td>1.06</td>
<td>282</td>
<td>2.0%</td>
<td>0.5%</td>
<td>760</td>
<td>10</td>
<td>0.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>92</td>
<td>Public Administration</td>
<td>2,179</td>
<td>$45,553</td>
<td>0.71</td>
<td>-41</td>
<td>-0.4%</td>
<td>-0.5%</td>
<td>523</td>
<td>-20</td>
<td>-0.1%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>99</td>
<td>Unclassified</td>
<td>2</td>
<td>$20,311</td>
<td>0.02</td>
<td>-13</td>
<td>-13.5%</td>
<td>-8.0%</td>
<td>1</td>
<td>0</td>
<td>0.3%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total - All Industries</td>
<td>64,543</td>
<td>$41,762</td>
<td>1.00</td>
<td>6,223</td>
<td>2.0%</td>
<td>1.3%</td>
<td>15,860</td>
<td>1,987</td>
<td>0.3%</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Source: JobsEQ®
Employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3. Forecast employment growth uses national projections adapted for regional growth patterns.

**Occupation Snapshot**

Occupation groups in Clermont County, Ohio with the highest average wages per worker are Management Occupations ($106,100), Legal Occupations ($84,300), and Computer and Mathematical Occupations ($73,700). The unemployment rate in the region varied among the major groups from 1.2% among Legal Occupations to 6.5% among Food Preparation and Serving Related Occupations.

Over the next 10 years, the fastest growing occupation group in Clermont County, Ohio is expected to be Healthcare Support Occupations with a +1.7% year-over-year rate of growth. The strongest forecast by number of jobs over this period is expected for Healthcare Practitioners and Technical Occupations (+394 jobs) and Construction and Extraction Occupations (+304). Over the same period, the highest replacement demand (occupation demand due to retirements and workers moving from one occupation to another) is expected in Food Preparation and Serving Related Occupations (2,681 jobs) and Sales and Related Occupations (2,655).

The largest major occupation group in Clermont County, Ohio is Office and Administrative Support Occupations, employing 9,655 workers. The next-largest occupation groups in the region are Sales and Related Occupations (8,033 workers) and Food Preparation and Serving Related Occupations (6,961). High location quotients (LQs) indicate occupation groups in which a region has high concentrations of employment compared to the national average. The major groups with the largest LQs in the region are Construction and Extraction Occupations (LQ = 1.26), Food Preparation and Serving Related Occupations (LQ = 1.25), and Sales and Related Occupations (LQ = 1.19).

### Occupation Snapshot in Clermont County, Ohio

<table>
<thead>
<tr>
<th>SOC-0000</th>
<th>Title</th>
<th>Empl</th>
<th>Avg. Annual Wages</th>
<th>LQ</th>
<th>Unempl</th>
<th>Unempl Rate</th>
<th>Total Change over the Last 5 Years</th>
<th>Avg Ann % Chg in Empl 2011q3-2016q3</th>
<th>Over the Next 10 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>11-0000</td>
<td>Management Occupations</td>
<td>3,738</td>
<td>$106,100</td>
<td>0.96</td>
<td>109</td>
<td>1.9%</td>
<td>344</td>
<td>1.9%</td>
<td>122</td>
</tr>
</tbody>
</table>

WIOA Southwest Ohio Region 2017-2021 Strategic Plan  Page 44
## Occupation Snapshot in Clermont County, Ohio

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Empl</th>
<th>Avg. Annual Wages 1</th>
<th>LQ</th>
<th>Unempl</th>
<th>Unempl Rate</th>
<th>Clermont County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Current Online Job Ads 2</th>
<th>Total Repl Demand</th>
<th>Total Growth Demand</th>
<th>Avg. Annual Growth Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>13-0000</td>
<td>Business and Financial Operations Occupations</td>
<td>2,857</td>
<td>$64,400</td>
<td>0.91</td>
<td>140</td>
<td>2.9%</td>
<td>405</td>
<td>3.1%</td>
<td>1.4%</td>
<td>1.6%</td>
<td>99</td>
<td>645</td>
<td>108</td>
</tr>
<tr>
<td>15-0000</td>
<td>Computer and Mathematical Occupations</td>
<td>1,746</td>
<td>$73,700</td>
<td>0.98</td>
<td>77</td>
<td>2.9%</td>
<td>464</td>
<td>6.4%</td>
<td>1.5%</td>
<td>2.6%</td>
<td>116</td>
<td>278</td>
<td>218</td>
</tr>
<tr>
<td>17-0000</td>
<td>Architecture and Engineering Occupations</td>
<td>812</td>
<td>$72,300</td>
<td>0.75</td>
<td>26</td>
<td>1.7%</td>
<td>70</td>
<td>1.8%</td>
<td>1.5%</td>
<td>1.2%</td>
<td>47</td>
<td>205</td>
<td>-10</td>
</tr>
<tr>
<td>19-0000</td>
<td>Life, Physical, and Social Science Occupations</td>
<td>265</td>
<td>$62,000</td>
<td>0.51</td>
<td>8</td>
<td>1.5%</td>
<td>-9</td>
<td>-0.7%</td>
<td>1.3%</td>
<td>1.2%</td>
<td>54</td>
<td>83</td>
<td>19</td>
</tr>
<tr>
<td>21-0000</td>
<td>Community and Social Service Occupations</td>
<td>926</td>
<td>$41,600</td>
<td>0.90</td>
<td>35</td>
<td>2.5%</td>
<td>76</td>
<td>1.7%</td>
<td>1.0%</td>
<td>1.6%</td>
<td>29</td>
<td>207</td>
<td>96</td>
</tr>
<tr>
<td>23-0000</td>
<td>Legal Occupations</td>
<td>312</td>
<td>$84,300</td>
<td>0.61</td>
<td>7</td>
<td>1.2%</td>
<td>18</td>
<td>1.2%</td>
<td>-0.5%</td>
<td>0.3%</td>
<td>2</td>
<td>64</td>
<td>12</td>
</tr>
<tr>
<td>25-0000</td>
<td>Education, Training, and Library Occupations</td>
<td>3,577</td>
<td>$46,000</td>
<td>0.98</td>
<td>243</td>
<td>4.6%</td>
<td>-182</td>
<td>-1.0%</td>
<td>-0.2%</td>
<td>0.5%</td>
<td>134</td>
<td>789</td>
<td>93</td>
</tr>
<tr>
<td>27-0000</td>
<td>Arts, Design, Entertainment, Sports, and Media Occupations</td>
<td>1,011</td>
<td>$42,600</td>
<td>0.90</td>
<td>57</td>
<td>3.6%</td>
<td>68</td>
<td>1.4%</td>
<td>0.3%</td>
<td>1.3%</td>
<td>60</td>
<td>363</td>
<td>-14</td>
</tr>
<tr>
<td>29-0000</td>
<td>Healthcare Practitioners and Technical Occupations</td>
<td>2,444</td>
<td>$65,100</td>
<td>0.67</td>
<td>85</td>
<td>1.6%</td>
<td>122</td>
<td>1.0%</td>
<td>1.1%</td>
<td>1.6%</td>
<td>202</td>
<td>539</td>
<td>394</td>
</tr>
<tr>
<td>31-0000</td>
<td>Healthcare Support Occupations</td>
<td>1,629</td>
<td>$27,300</td>
<td>0.86</td>
<td>136</td>
<td>4.4%</td>
<td>136</td>
<td>1.8%</td>
<td>0.8%</td>
<td>2.3%</td>
<td>114</td>
<td>359</td>
<td>295</td>
</tr>
<tr>
<td>33-0000</td>
<td>Protective Service Occupations</td>
<td>854</td>
<td>$41,900</td>
<td>0.68</td>
<td>52</td>
<td>3.6%</td>
<td>-24</td>
<td>-0.5%</td>
<td>0.6%</td>
<td>0.9%</td>
<td>19</td>
<td>215</td>
<td>11</td>
</tr>
<tr>
<td>35-0000</td>
<td>Food Preparation and Serving Related Occupations</td>
<td>6,961</td>
<td>$20,800</td>
<td>1.25</td>
<td>680</td>
<td>6.5%</td>
<td>698</td>
<td>2.1%</td>
<td>2.2%</td>
<td>3.0%</td>
<td>359</td>
<td>2,681</td>
<td>118</td>
</tr>
<tr>
<td>37-0000</td>
<td>Building and Grounds Cleaning and Maintenance Occupations</td>
<td>2,320</td>
<td>$25,000</td>
<td>0.99</td>
<td>189</td>
<td>5.1%</td>
<td>61</td>
<td>0.5%</td>
<td>1.2%</td>
<td>1.1%</td>
<td>77</td>
<td>525</td>
<td>69</td>
</tr>
<tr>
<td>39-0000</td>
<td>Personal Care and Service Occupations</td>
<td>2,391</td>
<td>$22,900</td>
<td>0.93</td>
<td>160</td>
<td>4.1%</td>
<td>115</td>
<td>1.0%</td>
<td>1.3%</td>
<td>2.2%</td>
<td>156</td>
<td>681</td>
<td>229</td>
</tr>
<tr>
<td>41-0000</td>
<td>Sales and Related Occupations</td>
<td>8,033</td>
<td>$35,000</td>
<td>1.19</td>
<td>504</td>
<td>4.4%</td>
<td>352</td>
<td>0.9%</td>
<td>0.9%</td>
<td>1.5%</td>
<td>539</td>
<td>2,655</td>
<td>235</td>
</tr>
<tr>
<td>43-0000</td>
<td>Office and Administrative Support Occupations</td>
<td>9,655</td>
<td>$34,200</td>
<td>0.99</td>
<td>650</td>
<td>4.0%</td>
<td>1,187</td>
<td>2.7%</td>
<td>1.2%</td>
<td>1.7%</td>
<td>329</td>
<td>2,145</td>
<td>-46</td>
</tr>
</tbody>
</table>
## Occupation Snapshot in Clermont County, Ohio

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Empl</th>
<th>Avg. Annual Wages</th>
<th>LQ</th>
<th>Unempl Rate</th>
<th>Empl</th>
<th>Clermont County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Current Online Job Ads</th>
<th>Total Repl Demand</th>
<th>Total Growth Demand</th>
<th>Avg. Annual Growth Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>45-0000</td>
<td>Farming, Fishing, and Forestry Occupations</td>
<td>90</td>
<td>$27,800</td>
<td>0.21</td>
<td>8</td>
<td>22</td>
<td>5.7%</td>
<td>2.2%</td>
<td>1.8%</td>
<td>6</td>
<td>39</td>
<td>-5</td>
<td>-0.5%</td>
</tr>
<tr>
<td>47-0000</td>
<td>Construction and Extraction Occupations</td>
<td>3,629</td>
<td>$43,400</td>
<td>1.26</td>
<td>217</td>
<td>719</td>
<td>4.5%</td>
<td>2.3%</td>
<td>2.4%</td>
<td>61</td>
<td>699</td>
<td>304</td>
<td>0.8%</td>
</tr>
<tr>
<td>49-0000</td>
<td>Installation, Maintenance, and Repair Occupations</td>
<td>2,636</td>
<td>$42,600</td>
<td>1.07</td>
<td>137</td>
<td>237</td>
<td>1.9%</td>
<td>1.7%</td>
<td>1.7%</td>
<td>119</td>
<td>671</td>
<td>105</td>
<td>0.4%</td>
</tr>
<tr>
<td>51-0000</td>
<td>Production Occupations</td>
<td>4,540</td>
<td>$36,400</td>
<td>1.14</td>
<td>429</td>
<td>724</td>
<td>3.5%</td>
<td>1.7%</td>
<td>1.5%</td>
<td>176</td>
<td>1,163</td>
<td>-353</td>
<td>-0.8%</td>
</tr>
<tr>
<td>53-0000</td>
<td>Transportation and Material Moving Occupations</td>
<td>4,116</td>
<td>$32,800</td>
<td>0.94</td>
<td>462</td>
<td>620</td>
<td>3.3%</td>
<td>2.0%</td>
<td>2.2%</td>
<td>274</td>
<td>1,041</td>
<td>38</td>
<td>0.1%</td>
</tr>
<tr>
<td>00-0000</td>
<td>Total - All Occupations</td>
<td>64,543</td>
<td>$41,500</td>
<td>1.00</td>
<td>n/a</td>
<td>6,223</td>
<td>2.0%</td>
<td>1.3%</td>
<td>1.7%</td>
<td>3,094</td>
<td>17,259</td>
<td>1,986</td>
<td>0.3%</td>
</tr>
</tbody>
</table>

Source: JobsEQ®

Data as of 2016Q3 unless noted otherwise

Note: Figures may not sum due to rounding.

1. Occupation wages are as of 2015 and should be taken as the average for all Covered Employment
2. Data represent found online ads active within the last thirty days in any zip code intersecting or within the selected region; data represents a sampling rather than the complete universe of postings; the listing search uses keywords that are similar to but not the equivalent of the SOC occupation definitions.

Occupation employment data are estimated via industry employment data and the estimated industry/occupation mix. Industry employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and currently updated through 2016Q1, imputed where necessary with preliminary estimates updated to 2016Q3. Wages by occupation are as of 2015 provided by the BLS and imputed where necessary. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

### Industry Clusters

A cluster is a geographic concentration of interrelated industries or occupations. The industry cluster in Clermont County, Ohio with the highest relative concentration is Media with a location quotient of 1.96. This cluster employs 1,988 workers in the region with an average wage of $75,875. Employment in the Media cluster is projected to contract in the region about 0.2% per year over the next ten years.
Location quotient and average wage data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics, imputed where necessary, and updated through 2016Q1 with preliminary estimates updated to 2016Q3. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

**Education Levels**

Expected growth rates for occupations vary by the education and training required. While all employment in Clermont County, Ohio is projected to grow 0.3% over the next ten years, occupations typically requiring a postgraduate degree are expected to grow 1.1% per year, those requiring a bachelor’s degree are forecast to grow 0.5% per year, and occupations typically needing a 2-year degree or certificate are expected to grow 0.7% per year.

Employment by occupation data are estimates are as of 2016Q3. Education levels of occupations are based on BLS assignments. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.
Research of economic conditions and emerging in-demand industry sectors for Area 12 Warren County provided the following data:

Demographic Profile

In 2015, the population in Warren County, Ohio was 224,469. Between 2005 and 2015, the region’s population grew at an annual average rate of 1.4%.

The region has a civilian labor force of 111,820 with a participation rate of 67.3%. Of individuals 25 to 64 in Warren County, Ohio, 41.6% have a bachelor’s degree or higher which compares with 30.9% in the nation.

The median household income in Warren County, Ohio is $73,177 and the median house value is $187,800.

<table>
<thead>
<tr>
<th>Summary</th>
<th>Percent</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Warren County, Ohio</td>
<td>Ohio</td>
</tr>
<tr>
<td><strong>Demographics</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Population</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Population Annual Average Growth</td>
<td>1.4%</td>
<td>0.1%</td>
</tr>
<tr>
<td>Median Age</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Under 18 Years</td>
<td>27.5%</td>
<td>23.7%</td>
</tr>
<tr>
<td>18 to 24 Years</td>
<td>6.7%</td>
<td>9.5%</td>
</tr>
<tr>
<td>25 to 34 Years</td>
<td>11.8%</td>
<td>12.2%</td>
</tr>
<tr>
<td>35 to 44 Years</td>
<td>15.9%</td>
<td>12.8%</td>
</tr>
<tr>
<td>45 to 54 Years</td>
<td>16.2%</td>
<td>15.1%</td>
</tr>
<tr>
<td>55 to 64 Years</td>
<td>11.1%</td>
<td>12.6%</td>
</tr>
<tr>
<td>65 to 74 Years</td>
<td>6.2%</td>
<td>7.4%</td>
</tr>
<tr>
<td>75 Years, and Over</td>
<td>4.6%</td>
<td>6.7%</td>
</tr>
<tr>
<td>Race: White</td>
<td>90.5%</td>
<td>82.7%</td>
</tr>
<tr>
<td>Race: Black or African American</td>
<td>3.3%</td>
<td>12.2%</td>
</tr>
<tr>
<td>Race: American Indian and Alaska Native</td>
<td>0.2%</td>
<td>0.2%</td>
</tr>
<tr>
<td>Race: Asian</td>
<td>3.9%</td>
<td>1.7%</td>
</tr>
<tr>
<td>Race: Native Hawaiian and Other Pacific Islander</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Race: Some Other Race</td>
<td>0.7%</td>
<td>1.1%</td>
</tr>
<tr>
<td>Race: Two or More Races</td>
<td>1.5%</td>
<td>2.1%</td>
</tr>
<tr>
<td>Hispanic or Latino (of any race)</td>
<td>2.2%</td>
<td>3.1%</td>
</tr>
</tbody>
</table>

Economic

<p>| Labor Force Participation Rate and Size (civilian population 16 years and over) | 67.3% | 63.5% | 63.5% | 111,820 | 5,839,586 | 157,940,014 |
| Armed Forces Labor Force | 0.1% | 0.1% | 0.4% | 146 | 8,795 | 1,025,497 |
| Veterans, Age 18-64 | 6.5% | 6.3% | 5.8% | 8,740 | 452,554 | 11,371,344 |</p>
<table>
<thead>
<tr>
<th>Summary</th>
<th>Percent</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Warren County, Ohio</td>
<td>Ohio</td>
</tr>
<tr>
<td>Median Household Income</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Per Capita Income</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Poverty Level (of all people)</td>
<td>5.8%</td>
<td>15.9%</td>
</tr>
<tr>
<td>Households Receiving Food Stamps</td>
<td>5.2%</td>
<td>15.0%</td>
</tr>
<tr>
<td>Mean Commute Time (minutes)</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Commute via Public Transportation</td>
<td>0.6%</td>
<td>1.6%</td>
</tr>
<tr>
<td>Union Membership</td>
<td>10.0%</td>
<td>12.3%</td>
</tr>
<tr>
<td><strong>Educational Attainment, Age 25-64</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No High School Diploma</td>
<td>5.4%</td>
<td>9.0%</td>
</tr>
<tr>
<td>High School Graduate</td>
<td>25.4%</td>
<td>32.3%</td>
</tr>
<tr>
<td>Some College, No Degree</td>
<td>18.3%</td>
<td>21.7%</td>
</tr>
<tr>
<td>Associate’s Degree</td>
<td>9.3%</td>
<td>9.3%</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>26.6%</td>
<td>17.7%</td>
</tr>
<tr>
<td>Postgraduate Degree</td>
<td>14.9%</td>
<td>10.0%</td>
</tr>
<tr>
<td><strong>Housing</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Housing Units</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Median House Value (of owner-occupied units)</td>
<td>—</td>
<td>—</td>
</tr>
<tr>
<td>Homeowner Vacancy</td>
<td>1.0%</td>
<td>2.0%</td>
</tr>
<tr>
<td>Rental Vacancy</td>
<td>4.7%</td>
<td>7.2%</td>
</tr>
<tr>
<td>Renter-Occupied Housing Units (% of Occupied Units)</td>
<td>22.7%</td>
<td>33.1%</td>
</tr>
<tr>
<td>Occupied Housing Units with No Vehicle Available (% of Occupied Units)</td>
<td>2.5%</td>
<td>8.4%</td>
</tr>
<tr>
<td><strong>Social</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enrolled in Grade 12 (% of total population)</td>
<td>1.3%</td>
<td>1.4%</td>
</tr>
<tr>
<td>Disconnected Youth</td>
<td>1.9%</td>
<td>2.7%</td>
</tr>
<tr>
<td>Children in Single Parent Families (% of all children)</td>
<td>19.9%</td>
<td>36.2%</td>
</tr>
<tr>
<td>Disabled, Age 18-64</td>
<td>7.6%</td>
<td>11.6%</td>
</tr>
<tr>
<td>Disabled, Age 18-64, Labor Force Participation Rate and Size</td>
<td>52.0%</td>
<td>41.1%</td>
</tr>
<tr>
<td>Foreign Born</td>
<td>5.6%</td>
<td>4.1%</td>
</tr>
<tr>
<td>Speak English Less Than Very Well (population 5 yrs and over)</td>
<td>2.1%</td>
<td>2.4%</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
1. Census 2010, unless noted otherwise
2. Census 2015, annual average growth rate since 2005
3. Median values for certain aggregate regions (such as MSAs) may be estimated as the weighted averages of the median values from the composing counties.
Employment Trends

As of 2016Q3, total employment for Warren County, Ohio was 98,654 (based on a four-quarter moving average). Over the year ending 2016Q3, employment increased 4.7% in the region.

Employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.
**Unemployment Rate**

The seasonally adjusted unemployment rate for Warren County, Ohio was 4.1% as of September 2016. The regional unemployment rate was lower than the national rate of 5.1%. One year earlier, in September 2015, the unemployment rate in Warren County, Ohio was 4.1%.

Unemployment rate data are from the Local Area Unemployment Statistics, provided by the Bureau of Labor Statistics and updated through September 2016.

**Wage Trends**

The average worker in Warren County, Ohio earned annual wages of $46,514 as of 2016Q3. Average annual wages per worker increased 5.0% in the region during the preceding four quarters. For comparison purposes, annual average wages were $52,724 in the nation as of 2016Q3.
Annual average wages per worker data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.

**Cost of Living Index**

The Cost of Living Index estimates the relative price levels for consumer goods and services. When applied to wages and salaries, the result is a measure of relative purchasing power. The cost of living is 2.7% lower in Warren County, Ohio than the U.S. average.

<table>
<thead>
<tr>
<th></th>
<th>Annual Average Salary</th>
<th>Cost of Living Index (Base US)</th>
<th>US Purchasing Power</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warren County, Ohio</td>
<td>$47,335</td>
<td>97.3</td>
<td>$48,670</td>
</tr>
<tr>
<td>Ohio</td>
<td>$47,635</td>
<td>91.7</td>
<td>$51,922</td>
</tr>
<tr>
<td>USA</td>
<td>$53,758</td>
<td>100.0</td>
<td>$53,758</td>
</tr>
</tbody>
</table>

Source: JobsEQ®
Data as of 2016Q3
The Cost of Living Index is developed by Chmura Economics & Analytics and is updated quarterly.

**Industry Snapshot**

The largest sector in Warren County, Ohio is Manufacturing, employing 12,576 workers. The next-largest sectors in the region are Retail Trade (11,822 workers) and Health Care and Social Assistance (10,736). High location quotients (LQs) indicate sectors in which a region has high concentrations of employment compared to the national average. The sectors with the largest LQs in the region are Management of Companies and Enterprises (LQ = 3.43), Arts, Entertainment, and Recreation (2.67), and Manufacturing (1.54).

Employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and imputed where necessary. Data are updated through 2016Q1 with preliminary estimates updated to 2016Q3.

Sectors in Warren County, Ohio with the highest average wages per worker are Management of Companies and Enterprises ($126,000), Utilities ($74,595), and
Wholesale Trade ($74,089). Regional sectors with the best job growth (or most moderate job losses) over the last 5 years are Health Care and Social Assistance (+3,267 jobs), Management of Companies and Enterprises (+2,081), and Manufacturing (+1,895).

Over the next 10 years, employment in Warren County, Ohio is projected to expand by 12,594 jobs. The fastest growing sector in the region is expected to be Health Care and Social Assistance with a +2.7% year-over-year rate of growth. The strongest forecast by number of jobs over this period is expected for Health Care and Social Assistance (+3,306 jobs), Retail Trade (+1,648), and Professional, Scientific, and Technical Services (+1,102).
Over the next 10 years, the fastest growing occupation group in Warren County, Ohio is expected to be Healthcare Support Occupations with a +2.9% year-over-year rate of growth. The strongest forecast by number of jobs over this period is expected for Office and Administrative Support Occupations (+1,482 jobs) and Sales and Related Occupations (+1,349). Over the same period, the highest replacement demand (occupation demand due to retirements and workers moving from one occupation to another) is expected in Food Preparation and Serving Related Occupations (3,857 jobs) and Sales and Related Occupations (3,697).

**Occupation Snapshot**

The largest major occupation group in Warren County, Ohio is Office and Administrative Support Occupations, employing 15,073 workers. The next-largest occupation groups in the region are Sales and Related Occupations (10,924 workers) and Food Preparation and Serving Related Occupations (9,444). High location quotients (LQs) indicate occupation groups in which a region has high concentrations of employment compared to the national average. The major groups with the largest LQs in the region are Production Occupations (LQ = 1.39), Personal Care and Service Occupations (1.21), and Computer and Mathematical Occupations (1.19).
Occupation groups in Warren County, Ohio with the highest average wages per worker are Management Occupations ($109,000), Legal Occupations ($89,800), and Architecture and Engineering Occupations ($75,300). The unemployment rate in the region varied among the major groups from 1.1% among Legal Occupations to 6.0% among Food Preparation and Serving Related Occupations.
## Occupation Snapshot in Warren County, Ohio

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Current</th>
<th>Historical</th>
<th>Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Four Quarters Ending with 2016q3</td>
<td>2016q3</td>
<td>Total Change over the Last 5 Years</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Empl</td>
<td>Avg. Annual Wages</td>
<td>Unempl</td>
</tr>
<tr>
<td>11-0000</td>
<td>Management Occupations</td>
<td>6,134</td>
<td>$109,000</td>
<td>1.03</td>
</tr>
<tr>
<td>13-0000</td>
<td>Business and Financial Operations Occupations</td>
<td>4,891</td>
<td>$65,900</td>
<td>1.02</td>
</tr>
<tr>
<td>15-0000</td>
<td>Computer and Mathematical Occupations</td>
<td>3,213</td>
<td>$75,200</td>
<td>1.19</td>
</tr>
<tr>
<td>17-0000</td>
<td>Architecture and Engineering Occupinations</td>
<td>1,864</td>
<td>$75,300</td>
<td>1.13</td>
</tr>
<tr>
<td>19-0000</td>
<td>Life, Physical, and Social Science Occupations</td>
<td>463</td>
<td>$62,100</td>
<td>0.59</td>
</tr>
<tr>
<td>21-0000</td>
<td>Community and Social Service Occupations</td>
<td>1,335</td>
<td>$42,500</td>
<td>0.85</td>
</tr>
<tr>
<td>23-0000</td>
<td>Legal Occupations</td>
<td>478</td>
<td>$89,800</td>
<td>0.62</td>
</tr>
<tr>
<td>25-0000</td>
<td>Education, Training, and Library Occupations</td>
<td>5,126</td>
<td>$45,400</td>
<td>0.92</td>
</tr>
<tr>
<td>27-0000</td>
<td>Arts, Design, Entertainment, Sports, and Media Occupations</td>
<td>1,702</td>
<td>$43,400</td>
<td>0.99</td>
</tr>
<tr>
<td>29-0000</td>
<td>Healthcare Practitioners and Technical Occupations</td>
<td>4,139</td>
<td>$69,100</td>
<td>0.74</td>
</tr>
<tr>
<td>31-0000</td>
<td>Healthcare Support Occupations</td>
<td>2,679</td>
<td>$27,800</td>
<td>0.93</td>
</tr>
<tr>
<td>33-0000</td>
<td>Protective Service Occupations</td>
<td>1,618</td>
<td>$38,800</td>
<td>0.85</td>
</tr>
<tr>
<td>35-0000</td>
<td>Food Preparation and Serving Related Occupations</td>
<td>9,444</td>
<td>$21,200</td>
<td>1.11</td>
</tr>
<tr>
<td>37-0000</td>
<td>Building and Grounds Cleaning and Maintenance Occupations</td>
<td>3,636</td>
<td>$25,000</td>
<td>1.02</td>
</tr>
<tr>
<td>39-0000</td>
<td>Personal Care and Service Occupations</td>
<td>4,761</td>
<td>$23,400</td>
<td>1.21</td>
</tr>
<tr>
<td>41-0000</td>
<td>Sales and Related Occupations</td>
<td>10,924</td>
<td>$37,500</td>
<td>1.06</td>
</tr>
<tr>
<td>43-0000</td>
<td>Office and Administrative Support</td>
<td>15,073</td>
<td>$34,400</td>
<td>1.02</td>
</tr>
</tbody>
</table>
## Occupation Snapshot in Warren County, Ohio

<table>
<thead>
<tr>
<th>SOC</th>
<th>Title</th>
<th>Empl</th>
<th>Avg. Annual Wages</th>
<th>LQ</th>
<th>Unempl</th>
<th>Unempl Rate</th>
<th>Warren County, Ohio</th>
<th>Ohio</th>
<th>USA</th>
<th>Current Online Job Ads</th>
<th>Total Repl Demand</th>
<th>Total Growth Demand</th>
<th>Avg. Ann % Chg in Empl 2011q3-2016q3</th>
<th>Forecast Over the Next 10 Years</th>
<th>Avg. Annual Growth Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>45-0000</td>
<td>Farming, Fishing, and Forestry Occupations</td>
<td>213</td>
<td>$27,600</td>
<td>0.33</td>
<td>10</td>
<td>4.9%</td>
<td>3</td>
<td>0.3%</td>
<td>2.2%</td>
<td>1.8%</td>
<td>4</td>
<td>88</td>
<td>3</td>
<td>0.1%</td>
<td></td>
</tr>
<tr>
<td>47-0000</td>
<td>Construction and Extraction Occupations</td>
<td>3,593</td>
<td>$45,100</td>
<td>0.82</td>
<td>175</td>
<td>4.3%</td>
<td>767</td>
<td>4.9%</td>
<td>2.3%</td>
<td>2.4%</td>
<td>199</td>
<td>721</td>
<td>671</td>
<td>1.7%</td>
<td></td>
</tr>
<tr>
<td>49-0000</td>
<td>Installation, Maintenance, and Repair Occupations</td>
<td>3,507</td>
<td>$43,200</td>
<td>0.93</td>
<td>126</td>
<td>3.1%</td>
<td>717</td>
<td>4.7%</td>
<td>1.7%</td>
<td>1.7%</td>
<td>332</td>
<td>912</td>
<td>472</td>
<td>1.3%</td>
<td></td>
</tr>
<tr>
<td>51-0000</td>
<td>Production Occupations</td>
<td>8,484</td>
<td>$37,000</td>
<td>1.39</td>
<td>449</td>
<td>5.0%</td>
<td>1,251</td>
<td>3.2%</td>
<td>1.7%</td>
<td>1.5%</td>
<td>334</td>
<td>2,265</td>
<td>179</td>
<td>0.2%</td>
<td></td>
</tr>
<tr>
<td>53-0000</td>
<td>Transportation and Material Moving Occupations</td>
<td>5,376</td>
<td>$31,700</td>
<td>0.81</td>
<td>423</td>
<td>6.0%</td>
<td>1,221</td>
<td>5.3%</td>
<td>2.0%</td>
<td>2.2%</td>
<td>622</td>
<td>1,498</td>
<td>573</td>
<td>1.0%</td>
<td></td>
</tr>
<tr>
<td>00-0000</td>
<td>Total - All Occupations</td>
<td>98,654</td>
<td>$43,300</td>
<td>1.00</td>
<td>n/a</td>
<td>n/a</td>
<td>16,937</td>
<td>3.8%</td>
<td>1.3%</td>
<td>1.7%</td>
<td>7,863</td>
<td>27,500</td>
<td>12,579</td>
<td>1.2%</td>
<td></td>
</tr>
</tbody>
</table>

Source: JobsEQ®

Data as of 2016Q3 unless noted otherwise

Note: Figures may not sum due to rounding.

1. Occupation wages are as of 2015 and should be taken as the average for all Covered Employment
2. Data represent found online ads active within the last thirty days in any zip code intersecting or within the selected region; data represents a sampling rather than the complete universe of postings; the listing search uses keywords that are similar to but not the equivalent of the SOC occupation definitions.

Occupation employment data are estimated via industry employment data and the estimated industry/occupation mix. Industry employment data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics and currently updated through 2016Q1, imputed where necessary with preliminary estimates updated to 2016Q3. Wages by occupation are as of 2015 provided by the BLS and imputed where necessary. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

### Industry Clusters

A cluster is a geographic concentration of interrelated industries or occupations. The industry cluster in Warren County, Ohio with the highest relative concentration is Electric/Electronics Mfg. with a location quotient of 2.10. This cluster employs 2,227 workers in the region with an average wage of $80,687. Employment in the Electric/Electronics Mfg. cluster is projected to contract in the region about 0.6% per year over the next ten years.
Location quotient and average wage data are derived from the Quarterly Census of Employment and Wages, provided by the Bureau of Labor Statistics, imputed where necessary, and updated through 2016Q1 with preliminary estimates updated to 2016Q3. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

**Education Levels**

Expected growth rates for occupations vary by the education and training required. While all employment in Warren County, Ohio is projected to grow 1.2% over the next ten years, occupations typically requiring a postgraduate degree are expected to grow 1.9% per year, those requiring a bachelor’s degree are forecast to grow 1.3% per year, and occupations typically needing a 2-year degree or certificate are expected to grow 1.8% per year.

Employment by occupation data are estimates as of 2016Q3. Education levels of occupations are based on BLS assignments. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.
### Demographic and Economic Analysis of the four counties in Area 12 and Area 13 captured the following data:

<table>
<thead>
<tr>
<th>County</th>
<th>Butler</th>
<th>Clermont</th>
<th>Hamilton</th>
<th>Warren</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>376,353</td>
<td>201,973</td>
<td>807,598</td>
<td>224,469</td>
</tr>
<tr>
<td>Population Growth</td>
<td>0.7%</td>
<td>0.6%</td>
<td>0.2%</td>
<td>1.4%</td>
</tr>
<tr>
<td>Population without High School Diploma</td>
<td>15,361</td>
<td>9,243</td>
<td>38,064</td>
<td>6,425</td>
</tr>
<tr>
<td>Labor Force Participation</td>
<td>66.0%</td>
<td>66.1%</td>
<td>65.9%</td>
<td>67.3%</td>
</tr>
<tr>
<td>Unemployment Rate</td>
<td>4.4%</td>
<td>4.4%</td>
<td>4.2%</td>
<td>4.1%</td>
</tr>
<tr>
<td>Median Income</td>
<td>$46,283</td>
<td>$41,762</td>
<td>$48,927</td>
<td>$46,514</td>
</tr>
<tr>
<td>Top Occupation L.Q.</td>
<td>Manufacturing = 3.29</td>
<td>Retail Trade = 1.40</td>
<td>Chemical Manufacturing = 1.65</td>
<td>Manufacturing = 2.10</td>
</tr>
<tr>
<td>Major Occupation Group</td>
<td>Administrative &amp; Professional</td>
<td>Retail Trade</td>
<td>Administrative &amp; Professional</td>
<td>Administrative &amp; Professional</td>
</tr>
<tr>
<td>Top In-Demand Industry Sector</td>
<td>Healthcare</td>
<td>Healthcare</td>
<td>Healthcare</td>
<td>Healthcare</td>
</tr>
</tbody>
</table>

Although the above recap indicates many demographic and workforce similarities throughout the four counties, Hamilton County has at its urban core, the City of Cincinnati. Cincinnati is home to the highest areas poverty and unemployment for job seekers with multiple barriers in the Southwest Ohio Region. The needs of this population are multi-barriared and service strategies at OhioMeansJobs|Cincinnati-Hamilton County are impacted by the following demographic profile.
In 2013, the U.S. Census Bureau reported the poverty rate for Hamilton County at 18.4%, with 27.6% of those in Hamilton County under the age of 18 at or below the poverty line.

In the same report, the poverty rate in the City of Cincinnati was indicated as 30.9%, with 47.2% of those in the City of Cincinnati under the age of 18 living at or below the poverty line. Nationally, the City of Cincinnati ranked 3rd in the nation in terms of child poverty with 30,215 individuals under the age of 18 currently living below the poverty line.

The population by rate in Hamilton County is reflected in the chart below.

According to the U.S. Bureau of Labor statistics, the youth unemployment rate for Hamilton County is 9.6%, more than twice that of Cincinnati (4.5% on average, over all zip codes). The unemployment rate for youth ages 16-20 is 26.5% in Hamilton County and 34.4% in the city of Cincinnati (on average, over all zip codes). The unemployment rate for youth ages 20-24 is 14.7% in Hamilton County and 15.5% in the City of Cincinnati.

High school graduate rates, which are questionable with regard to the definition of “high school graduate” in Ohio, are also a source of concern when determining service strategies for youth. In Cincinnati alone, more 5,597 (13.2%) of youth aged 18-24 have less than a high school diploma, while 28,233 (14.9%) of those aged 25+ have less than
a high school diploma and no GED. The Census Bureau recorded an 85.1% graduation rate for Cincinnati (again questionable) compared to the national average of 80%.

Servicing the diverse population in Cincinnati is very different than the suburban areas of Butler, Clermont, Hamilton and Warren Counties. Services strategies are explained more fully in Section III below.

**Education Levels**

Expected growth rates for occupations vary by the education and training required. While all employment in Hamilton County, Ohio is projected to contract 0.0% over the next ten years, occupations typically requiring a postgraduate degree are expected to grow 0.6% per year, those requiring a bachelor’s degree are forecast to grow 0.2% per year, and occupations typically needing a 2-year degree or certificate are expected to grow 0.3% per year.

<table>
<thead>
<tr>
<th>Education Level</th>
<th>Projected Growth Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postgraduate degree ($104,900)</td>
<td>0.6%</td>
</tr>
<tr>
<td>Bachelor’s degree ($80,500)</td>
<td>0.2%</td>
</tr>
<tr>
<td>2-year degree or certificate ($42,200)</td>
<td>0.3%</td>
</tr>
<tr>
<td>Previous work experience, no award ($50,100)</td>
<td>-0.1%</td>
</tr>
<tr>
<td>Long-term training, no exp, no award ($47,200)</td>
<td>0.1%</td>
</tr>
<tr>
<td>Moderate-term OJT, no exp, no award ($44,500)</td>
<td>-0.2%</td>
</tr>
<tr>
<td>Short-term OJT, no exp, no award ($28,100)</td>
<td>-0.1%</td>
</tr>
<tr>
<td>All Levels ($49,500)</td>
<td>0%</td>
</tr>
</tbody>
</table>

Employment by occupation data are estimates as of 2016Q3. Education levels of occupations are based on BLS assignments. Forecast employment growth uses national projections from the Bureau of Labor Statistics adapted for regional growth patterns.

There are more than 70,000 individuals without a high school education in just 4 counties. The estimate is approximately 1,000,000 throughout the State of Ohio. If the projections are correct, then more jobs will require some form of education — certificate/diploma — and jobs that do not require a diploma are on the decline, these individuals will never earn a living wage without additional education after high school completion or a GED. The strategy is to engage one stop centers, core partners, educators, training providers and support agencies for education and training solutions.
ABLE centers, educational partners and community agencies only have funds to support a small number of customers and many of them drop out of GED prep programs, avoid returning to high school or are ill-equipped to complete a diploma online. Strategies include early intervention at secondary schools; recruitment by youth providers and support agencies; and more resources available through federal and state funding.
III. Strategic Vision of the Planning Region (Combined Response)

This WIOA Southwest Ohio Region Strategic Plan supports the strategic framework for the workforce development activities and the goals and the reform principles outlined in the Combined State Plan. The Combined State Plan's goals and reform principles are found at [http://workforce.ohio.gov/Initiatives/CombinedStatePlan.aspx](http://workforce.ohio.gov/Initiatives/CombinedStatePlan.aspx).

The Southwest Ohio Region plan strategy for Area 12 and Area 13 has been shared with the WIOA core partners. The planning region has coordinated with other partners, including OhioMeansJobs center partners, economic development, education, and private sector partners, to create a shared understanding of the planning region's workforce development needs, a shared vision of how the planning region can be designed to meet those needs and agreement on the key strategies to realize this vision.

Key strategies include:

- **Employer needs:** Continue to assess employer needs to identify new industry sectors, job growth opportunities and trends. Continue to meet with economic development agencies and Chambers of Commerce to be informed of incoming companies and projects to the region. Research education and training programs that meet the needs of business now and in the future. Provide career assessments that identify current skills, transfer skills and opportunities for upskilling based on jobseeker strengths. Provide short-term industry-recognized credentials for jobseekers. Work with education and training providers to do the research and report on the effectiveness of the training and subsequent employment. Utilize business advisory boards, employer surveys and best practices in similar regions. WIOA requires evaluation of eligible training providers. OhioMeansJobs Center Business Units are an excellent source of contact for business outreach. Area 13 has a history of evaluating training providers. Area 12 and Area 13 have identified programs and program costs that are in alignment with employer needs in the Southwest Ohio region.

- **Regional Economic Growth:** Area 12 and Area 13 are integral partners with their economic development organizations. They participate in developing strategies that work to improve the lives of regional individuals and families. In addition, Area 12 and Area 13 have participated in numerous regional and national governmental and workforce organizations sharing best practices and the cutting edge performance of the SWORWIB prior to the implementation of WIOA. These strategies have resulted in early adoption of WIOA requirements strengthening services provided through the workforce system.

- **Outreach to Job Seekers:** Demographics tell us who, what, when and where; however, workforce systems and one stops must work with all service partners to identify how to assist jobseekers improve their economic conditions.
The data reported herein seems to show a fairly promising picture. The challenge is finding the unemployed adults, dislocated workers and youth who need assistance. Often, barriers that keep these jobseekers un/underemployed are overwhelming and the OMJ centers (particularly in the urban area of Cincinnati) require tremendous supports. CCMEP will be able to address some of the issues facing youth. However, individuals suffering from long term unemployment and underemployment continue to be factors in self-sufficiency. Area 12 and Area 13 will continue to work diligently with the one stops, WIOA partners, community agencies, educators, apprenticeship programs, and training providers to provide services that enhance individual's lives. The Plan will provide detailed information on CCMEP implementation strategies in addition to an in-depth view of labor market demographics by race, age, gender and barriers

- Educational Requirements for Regional Jobs: Here is where we look to the one stop services, core partners, educators, training providers, support agencies and the community for solutions. There are 70,000 individuals without a high school education in just the 4 counties in Southwest Ohio. The estimate is close 1,000,000+ throughout the State of Ohio. If the projections are correct that more and more jobs will require some form of education – certificate/diploma – and jobs that do not require a diploma are on the decline, these individuals will never earn a living wage. With ongoing funding cuts, ABLE centers and partner agencies only have resources to support a small number of customers and many of them drop out of GED prep programs or fear returning to high school or are ill-equipped to complete a diploma online. Strategies include early intervention at secondary schools; recruitment by youth providers and support agencies; and additional resources from federal, state and private resources.

- Matching Training and Certifications to Jobs: The math should be easy – approximately 35,000 jobs posted monthly. In a year, everyone without a job should have one! What we know is that employers want the best of the best, and they complain that it is still difficult to find good employees. Depending on the industry, up to 33% of companies can’t find qualified employees. OMJ centers are our best resource for assessing the skills of a jobseeker. With appropriate assessments, training, education and support services, there are success stories every day. However, the notion that everyone is a good candidate for the job is evident in the vacancies throughout our region. The Truck Driver occupation is at the top of the list, completely in alignment with Area 13’s Transportation, Distribution and Logistics Career Pathway. Most of these positions require a Commercial Driver’s License. Napier Truck Training is a successful provider with a great track record, and Cincinnati State and Butler Technology are currently collaborating on Truck Driver training. Resources, however, are limited. Area 12 and Area 13 will continue to promote workforce readiness training, in-demand industry sector short-term certificates/certificates and retention strategies to match jobseekers with employers and keep them employed.
Priority Services

Area 12 and Area 13 are committed to providing priority service to the following populations:

- Customers on public assistance
- Low income individuals
- Customers who are basic skills deficient
- Veterans and disabled Veterans
- People with Disabilities
- Adults and Youth with a history in the Justice system including returning former offenders
- Customers experiencing a dislocation from employer action
- Long term unemployed
- Customers on or recently completing unemployment insurance benefits

Linkages Between OMJ Delivery Systems and Unemployment Insurance

Area 12 OhioMeansJobs Centers have developed a marketing approach to individuals receiving unemployment insurance benefits. Mailers regarding services available at the One Stops are sent to UI recipients. Outreach is also made with job postings, hiring events and job fairs. Area 13 takes a similar approach to marketing OhioMeansJobs services to individuals receiving UI benefits. Individuals are contacted once they enter the system and informed, when possible, of education and training opportunities, job fairs and hiring events.

Establishment or agreement concerning how the planning region will collectively negotiate and reach agreement with the State on local levels of performance

OhioMeansJobs Cincinnati-Hamilton County performance results for PY2015 have met or exceeded all measures. This does not mean that we have full capacity to serve the Cincinnati MSA (Metropolitan Statistical Area) employer and the jobseeker populations in all four counties of the Southwest Ohio Region workforce area.

With funding cuts hitting our service strategies for the SWORWIB and WIBBCW for PY2016, we will not be able to serve the same number of customers with all of our services; however, we will continue to search for funding sources, both public and private, to subsidize the workforce development needs of our customers.

To date, “entered employment” and “job retention” performance outcomes have risen by 21% in Cincinnati-Hamilton County in the last four years. Absent a compelling reason that distinguishes our region from metro peers in Ohio, it is unlikely that a lowered performance goal would be pursued.
Development and implementation of sector initiatives for in-demand industry sectors as identified on the OhioMeansJobs.com In-demand List

Included in the Southwest Ohio Region planning process is the collection of labor market information and industry sector data applicable to the service strategies of each workforce board. Labor market analysis indicates differences in regional demographics and economic conditions which result in the selection of industry sectors and subsequent career pathway development indigenous to each workforce area.

Collection and analysis of labor market from data from June 2015 through September 2016 support the selection of the above industry sectors for Area 12 and Area 13, respectively.

The industry sectors for Area 12 have been approved by the WIBBCW:

- Healthcare
- Manufacturing
- Technology

The industry sectors for Area 13 have been approved by the SWORWIB:

- Business and Administrative Professions
- Advanced Manufacturing
- Construction
- Healthcare and Healthcare Support
- Information Technology
- Recreation and Hospitality
- Transportation, Distribution and Logistics

Both workforce areas have recognized the need to focus on these industry sectors which represent the fastest growing occupations and industries with the highest replacement demand. New job growth and replacement demand will dictate the need for specialized training and certifications in all of the designated industry sectors.

<table>
<thead>
<tr>
<th>Industry Sectors – Projected Job Growth 2025</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cincinnati-Hamilton County</strong></td>
</tr>
<tr>
<td>Construction</td>
</tr>
<tr>
<td>Healthcare</td>
</tr>
<tr>
<td>• Healthcare Practitioners &amp; Technical Occupations</td>
</tr>
<tr>
<td>• Healthcare Support Occupations</td>
</tr>
<tr>
<td>• Personal Care and Service Occupations</td>
</tr>
<tr>
<td>Manufacturing</td>
</tr>
</tbody>
</table>
It is evident that industry sector crossover between workforce areas is in the Healthcare, Information Technology and Manufacturing sectors. These industry sectors are critical to the economic development of the combined region and require special attention to prepare un/underemployed jobseekers for the talent pipeline to meet the needs of employers.

However, the highest replacement demand (occupation demand due to retirements and workers moving from one occupation to another) is expected in Office and Administrative Support Occupations and Food Preparation and Serving Related Occupations. The salary ranges for both of these occupations will continue to challenges to single-income families.

Collaborating with workforce and economic development organizations that support career pathways and trending occupations growth has brought additional funding and project staff to enhance programming. In addition, community colleges and career tech centers in Area 12 and Area 13 are responding to the needs of employers and jobseekers with new training and certificate programs that are shorter in term.

**Needs of Employers**

Employers in the Southwest Ohio Region are concerned about the talent pipeline. Data from the CincinnatiUSA Regional Chamber list the following issues relative to retaining and attracting top talent:

- Minor population growth in Hamilton County and region
- Graduation rated are stagnant or reducing – some high schools; some colleges in the region
- Ohio has a high illiteracy rate - 5th highest in the tristate area
- According to the Department of Education, 73% of high school graduates who go to college, do not graduate from colleges
- Low unemployment – high job recruitment available but high mismatch of available labor with available positions
- Competition for lower-wage workers, particularly in customer contact centers, distribution and warehousing and entry-level manufacturing
- Higher wage employers in various field able to attract experienced personnel from “feeder” companies resulting in poaching employees

In addition, employers still find it difficult to find employees with basic soft skills and entry-level hard skills. Entry-level and skilled employees are quick to move to other jobs.
to make additional income, which results in high turnover and costly training costs for new employees. Employers in manufacturing still face the stigma of the older vision of manufacturing “plants” and parents still do not promote these careers to their children.

Finally, grants awarded to the SWORWIB designed to expand programming to jobseekers in need of certification and/or technical training will benefit jobseekers and hopefully meet the needs of some companies. Examples of these opportunities include the following:

**Workforce Partnership Grants**

**State of Ohio – Industry Workforce Alliance Grant**

In collaboration with Partners for a Competitive for a Workforce (PCW), the SWORWIB won a joint application for an Industry Workforce Alliance Grant (IWAG) in early 2015. The focus of the IWAG was the Transportation, Distribution and Logistics (TD&L) Career Pathway. The goals for the grant were to build the talent pipeline for TD&L positions and to establish a process that would provide skill development for employees to secure positions with good paying jobs and career advancement opportunities.

The grant provided funds to develop a high school outreach program and complete the first cross-region TD&L (supply chain) curriculum baseline using a collaborative approach between education and business. Training was focused on critical soft and technical soft skills. Grant partners included Cincinnati State, Napier Trucking, YWCA, Easter Seals, Gateway Community College, Great Oaks Career Campuses, OhioMeansJobs|Cincinnati-Hamilton County, Sinclair Community College, Urban League and Brighton Center. The team worked together to define skills needed and develop consistent warehouse entry level and Commercial Driver License (CDL) training for the region.

The SWORWIB managed 30 grant participants who received Commercial Driver License training through the IWAG. These individuals are now qualified for employment. The region has more than 4,000 heavy tractor trailer and truck driver related job postings monthly.

**Department of Labor – National Emergency Grant SP28**

In June 2015, the U.S. Department of Labor issued the Sector Partnership National Emergency Grant (NEG) funds in order to develop innovative job-training programs focused on regional and industry-specific collaborations. The grant was designated for Dislocated Workers (DWs) with a priority of service on DWs who have been unemployed for at least 27 weeks, unemployment insurance claimants likely to exhaust their benefits, and to veterans, including returning service members.

In September 2015, the SWORWIB applied for the NEG, supported by Administrative Professional occupational analysis leading to the identification of competencies required by employers. The goals of the grant were to train 100 participants and find employment for 57 individuals. In October, 2015, the SWORWIB was awarded a Sector Partnership
NEG in the amount of $705,634 for two years. The grant covers the cost of providing enhanced career services, supportive services and training with an emphasis on work-based training models such as On-the-Job Training (OJT).

OhioMeansJobs|Cincinnati- Hamilton County immediately began recruiting dislocated workers. By the end of Program Year 2015-2016, 83 grant participants enrolled in or completed training. 31 grant participants became gainfully employed after completing their training.

Because of the success noted above, the SWORWIB received additional funds for year 2 of the NEG, for a total grant award of $912,043. A portion of the grant was added requiring the SWORWIB to complete a Southwest Ohio WIOA Combined Regional Strategic Plan in collaboration with Area 12 (Butler, Clermont, and Warren Counties).

Department of Labor – Midwest Urban Strategies Collaborative/Compete Midwest TechHire Grant

Cincinnati (SWORWIB) was the first Ohio metro area recruited to join the Midwest Urban Strategies Collaborative. The Department of Labor encouraged the formation of the group, serving the Midwest Region, known as DOL Region 5. The group, specifically the metropolitan areas of Milwaukee, St. Louis and Cincinnati, has similar workforce challenges and opportunities and offer unique, innovative practices to be replicated in other cities. The SWORWIB also successfully recruited Columbus and Cleveland to join the collaboration.

One of the group’s first efforts was to obtain TechHire funding to train jobseekers for high-paying employment. The Midwest Urban Strategies Collaborative filed a TechHire grant application and “Compete Midwest” as a project approach was born, winning one of the nationally coveted grants. The Compete Midwest H-1B TechHire Partnership is focused on preparing a technically skilled workforce specifically in the metropolitan areas of Milwaukee, St. Louis and Cincinnati. The SWORWIB will share in best practices, strategies, and methodologies for serving young adults age 17-29, incumbent workers and long-term unemployed jobseekers.

IT as a career pathway effort has been under way since 2002 in the Tristate area. Now, through Compete Midwest, Cincinnati’s IT pathway methods can be shared with other metro areas, while also learning new strategies that may be replicable in the Tristate. Since 2008, the SWORWIB has received or participated in grants totaling $32,098,561, supporting employers, youth, veterans, career pathways, job development, education and economic development.

America’s Promise Grant – Industrial Manufacturing Technician

The SWORWIB has been awarded a $500,000 grant. The grant will provide the Industrial Manufacturing Technician certification to jobseekers who wish to obtain skills that will also support the Manufacturing Skills Standard Council certification, required by many local employers. The SWORWIB has contact several large employers in the
region to discuss training and upskilling current staff, including The Kroger Company and General Electric.

The Industrial Manufacturing Technician apprenticeship, developed with support from the U.S. Department of Labor H1B Technical Skills Training grant, skills up entry-level manufacturing production workers. Through the Technical Skills Training grant, the IMT apprenticeship has been registered with the U.S. Office of Apprenticeship as well as with the Wisconsin and Minnesota Bureaus of Apprenticeship, and 130 apprentices employed at 15 manufacturing firms that are piloting the training in Wisconsin, Minnesota, and Michigan. This hybrid/competency-based apprenticeship provides 3,000 hours of on-the-job and related classroom instruction that includes preparation for the four MSSC Certified Production Technician certificates and up to 10 college credits in advanced manufacturing skills.

Employers are finding that the IMT apprenticeship not only improves productivity and reduces waste, but also prepares workers for highly technical advanced skill apprenticeships, such as pattern makers or maintenance technicians for which there are significant skills shortages.

Education and training options for individuals who are ready to graduate or who have dropped out of school are listed below.

**GED Preparation:**

![ABLE Logo](image)

**ABLE** Adult Basic and Literacy Education
**GED** General Educational Development (high school equivalency diploma)
**ESOL** English for Speakers of Other Languages

ABLE is part of the Ohio Board of Regents and the University System of Ohio.

**ABLE's Mission:** To provide adults with educational opportunities to acquire the academic skills necessary to become more self-sufficient and participate more effectively as workers, family members and citizens.

**Who do we serve?** Adults age 18 and older who no longer are enrolled in K-12 educational programs and need to upgrade academic skills. (Children ages 16 and 17 may be served by ABLE, but they must be officially withdrawn from school.)
ABLE helps individuals:

- Prepare for the GED test
- Upgrade skills to prepare for college or other training programs
- Develop or enhance skills to succeed in the workplace
- Learn to speak English or improve English language skills

Alternative High School Diploma Options

Adult 22+ Diploma Options (Great Oaks and Butler Technology)

Option 1:

**Work Readiness Credential/WorkKeys Assessment**

The assessment measures three sections: Reading, Applied Mathematics and Locating Information.

- Students in the Classes of 2018 and 2019 must earn a total of 13 points across the three WorkKeys sections;
- Students in the Class of 2020 and beyond must earn a total of 14 points.
- Students must also earn at least three points on each section of the test.

**Industry-recognized Credentials**

- Students must earn a credential or credentials worth 12 points
- There are several credentials available for this option in these career fields: Agriculture; Arts and Communication; Business and Finance; Construction; Education and Training; Engineering; Hospitality and Tourism; Human Services; Information Technology; Manufacturing; Law and Public Safety; and Transportation

**College and Career Readiness Test**

- One of the options that students may use to meet the test requirement for graduation is a college and career readiness test.
- The two tests that meet this option are the ACT and SAT. Some colleges and universities use the ACT and SAT to determine student readiness for the rigors of higher education.
- These institutions generally expect that students who earn "remediation-free" scores will be able to succeed in their college courses.

Option 2:

<table>
<thead>
<tr>
<th>Adult Diploma Program Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>AGE</td>
</tr>
<tr>
<td><strong>DIPLOMA TYPE</strong></td>
</tr>
<tr>
<td>-----------------</td>
</tr>
<tr>
<td><strong>AVAILABILITY</strong></td>
</tr>
<tr>
<td><strong>TESTING</strong></td>
</tr>
<tr>
<td><strong>DURATION</strong></td>
</tr>
<tr>
<td><strong>REQUIREMENTS</strong></td>
</tr>
<tr>
<td><strong>BEST FOR...</strong></td>
</tr>
</tbody>
</table>

**Comprehensive Case Management and Employment Program (CCMEP)**

Goals:

- Improve education and employment opportunities for disconnected youth age 16-24 years old
- Focus on results rather than processes for TANF recipients
- Effective, July 1, 2016, contracted Talbert House to serve youth 16-24 in collaboration with Urban League of Greater Cincinnati, Easter Seals and Community Action Agency to begin implementation

Adapting to Changes:

Complete transition from WIOA to CCMEP – a new assessment document requiring up to 3 hours for completion in private with customers.
CCMEP Outcomes for Hamilton County through October 2016

<table>
<thead>
<tr>
<th>Hamilton County</th>
<th>Participant Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participant Count</td>
<td>602</td>
</tr>
<tr>
<td>Participant Exiters</td>
<td>35</td>
</tr>
<tr>
<td>Participants with Disabilities</td>
<td>10.1%</td>
</tr>
<tr>
<td>Participants who are Pregnant or Parenting</td>
<td>45.2%</td>
</tr>
<tr>
<td>Participants who are Basic Skills Deficient</td>
<td>71.4%</td>
</tr>
<tr>
<td>Participants who Lack Transportation</td>
<td>55.1%</td>
</tr>
</tbody>
</table>

Collection and analysis of regional labor market data

The timely collection of Labor Market data is paramount to the successful implementation of workforce and economic development strategies and initiatives. Labor market information in Hamilton County confirms employer needs in the above industries as indicated by the ten-year jobs projection tables below.

<table>
<thead>
<tr>
<th>Hamilton County Jobs Projection</th>
<th>2015 Jobs</th>
<th>2025 Jobs</th>
<th>2015 - 2025 Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Medical and Surgical Hospitals</td>
<td>34,005</td>
<td>40,887</td>
<td>6,882</td>
</tr>
<tr>
<td>Commercial Banking</td>
<td>6,791</td>
<td>9,584</td>
<td>2,793</td>
</tr>
<tr>
<td>Full-Service Restaurants</td>
<td>20,715</td>
<td>23,496</td>
<td>2,781</td>
</tr>
<tr>
<td>Home Health Care Services</td>
<td>4,841</td>
<td>6,527</td>
<td>1,686</td>
</tr>
<tr>
<td>Casinos (except Casino Hotels)</td>
<td>1,965</td>
<td>3,600</td>
<td>1,635</td>
</tr>
<tr>
<td>Direct Health and Medical Insurance Carriers</td>
<td>2,743</td>
<td>4,199</td>
<td>1,456</td>
</tr>
<tr>
<td>Nursing Care Facilities (Skilled Nursing Facilities)</td>
<td>8,802</td>
<td>10,255</td>
<td>1,453</td>
</tr>
<tr>
<td>Computer Systems Design Services</td>
<td>3,262</td>
<td>4,473</td>
<td>1,211</td>
</tr>
<tr>
<td>Engineering Services</td>
<td>4,642</td>
<td>5,804</td>
<td>1,162</td>
</tr>
<tr>
<td>Child Day Care Services</td>
<td>2,992</td>
<td>3,974</td>
<td>982</td>
</tr>
<tr>
<td>Telemarketing Bureaus and Other Contact Centers</td>
<td>1,837</td>
<td>2,797</td>
<td>960</td>
</tr>
<tr>
<td>Plumbing, Heating, and Air-Conditioning Contractors</td>
<td>4,422</td>
<td>5,380</td>
<td>958</td>
</tr>
</tbody>
</table>
Investment in education and training programs designed to develop area talent in order to meet job projections are supported by SWORWIB career pathways based on the priority industry sectors in Hamilton County.

Looking ahead for Hamilton County, new career pathways for fields such as Business/Finance/Insurance, Retail and Hospitality are underway. Additionally, work experience for youth is now a requirement under WIOA, which supports the development of a career-ready talent pipeline. More information on Youth Summer Work Experience and Year-Round Work Experience Plans are presented in Section IV of the Plan.

For Butler, Clermont and Hamilton Counties, jobs projections appear to match major industry sectors in that region.

<table>
<thead>
<tr>
<th>Butler County Jobs Projection</th>
<th>2015 Jobs</th>
<th>2025 Jobs</th>
<th>2015 - 2025 Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electronic Shopping</td>
<td>2,303</td>
<td>4,502</td>
<td>2,199</td>
</tr>
<tr>
<td>Temporary Help Services</td>
<td>4,662</td>
<td>6,602</td>
<td>1,940</td>
</tr>
<tr>
<td>Aircraft Engine and Engine Parts Manufacturing</td>
<td>1,959</td>
<td>3,041</td>
<td>1,082</td>
</tr>
<tr>
<td>Home Health Care Services</td>
<td>1,114</td>
<td>1,969</td>
<td>855</td>
</tr>
<tr>
<td>Limited-Service Restaurants</td>
<td>6,205</td>
<td>7,052</td>
<td>847</td>
</tr>
<tr>
<td>Industry</td>
<td>2015 Jobs</td>
<td>2025 Jobs</td>
<td>2015 - 2025 Change</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>-----------</td>
<td>-----------</td>
<td>--------------------</td>
</tr>
<tr>
<td>Mail-Order Houses</td>
<td>1,026</td>
<td>1,610</td>
<td>584</td>
</tr>
<tr>
<td>Plumbing, Heating, and Air-Conditioning Contractors</td>
<td>1,226</td>
<td>1,756</td>
<td>530</td>
</tr>
<tr>
<td>Poultry Processing</td>
<td>722</td>
<td>1,234</td>
<td>512</td>
</tr>
<tr>
<td>Employment Placement Agencies</td>
<td>541</td>
<td>1,048</td>
<td>507</td>
</tr>
<tr>
<td>Sporting and Recreational Goods and Supplies Merchant Wholesalers</td>
<td>725</td>
<td>1,231</td>
<td>506</td>
</tr>
</tbody>
</table>

### Clermont County Jobs Projection

<table>
<thead>
<tr>
<th>Industry</th>
<th>2015 Jobs</th>
<th>2025 Jobs</th>
<th>2015 - 2025 Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary and Secondary Schools (Local Government)</td>
<td>3,468</td>
<td>3,648</td>
<td>180</td>
</tr>
<tr>
<td>Full-Service Restaurants</td>
<td>3,019</td>
<td>3,328</td>
<td>309</td>
</tr>
<tr>
<td>Limited-Service Restaurants</td>
<td>2,758</td>
<td>3,096</td>
<td>338</td>
</tr>
<tr>
<td>Local Government, Excluding Education and Hospitals</td>
<td>2,433</td>
<td>2,610</td>
<td>177</td>
</tr>
<tr>
<td>Warehouse Clubs and Supercenters</td>
<td>1,701</td>
<td>2,394</td>
<td>693</td>
</tr>
<tr>
<td>Temporary Help Services</td>
<td>1,361</td>
<td>2,273</td>
<td>912</td>
</tr>
<tr>
<td>Freight Transportation Arrangement</td>
<td>1,405</td>
<td>1,986</td>
<td>581</td>
</tr>
<tr>
<td>Supermarkets and Other Grocery (except Convenience) Stores</td>
<td>1,390</td>
<td>1,516</td>
<td>126</td>
</tr>
<tr>
<td>Nursing Care Facilities (Skilled Nursing Facilities)</td>
<td>1,147</td>
<td>1,276</td>
<td>129</td>
</tr>
<tr>
<td>Commercial Printing (except Screen and Books)</td>
<td>558</td>
<td>1,043</td>
<td>485</td>
</tr>
<tr>
<td>Computer Systems Design Services</td>
<td>440</td>
<td>933</td>
<td>493</td>
</tr>
</tbody>
</table>

### Warren County Jobs Projection

<table>
<thead>
<tr>
<th>Industry</th>
<th>2015 Jobs</th>
<th>2025 Jobs</th>
<th>2015 - 2025 Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary and Secondary Schools (Local Government)</td>
<td>4,683</td>
<td>5,393</td>
<td>710</td>
</tr>
<tr>
<td>Full-Service Restaurants</td>
<td>3,978</td>
<td>4,731</td>
<td>753</td>
</tr>
<tr>
<td>Corporate, Subsidiary, and Regional Managing Offices</td>
<td>3,245</td>
<td>3,965</td>
<td>720</td>
</tr>
<tr>
<td>Limited-Service Restaurants</td>
<td>3,039</td>
<td>3,849</td>
<td>810</td>
</tr>
<tr>
<td>General Medical and Surgical Hospitals</td>
<td>1,496</td>
<td>3,304</td>
<td>1,808</td>
</tr>
<tr>
<td>Local Government, Excluding Education and Hospitals</td>
<td>2,664</td>
<td>3,128</td>
<td>464</td>
</tr>
<tr>
<td>Temporary Help Services</td>
<td>1,892</td>
<td>2,514</td>
<td>622</td>
</tr>
<tr>
<td>Warehouse Clubs and Supercenters</td>
<td>1,616</td>
<td>2,342</td>
<td>726</td>
</tr>
<tr>
<td>Supermarkets and Other Grocery (except Convenience) Stores</td>
<td>1,750</td>
<td>1,885</td>
<td>135</td>
</tr>
<tr>
<td>New Car Dealers</td>
<td>1,329</td>
<td>1,745</td>
<td>416</td>
</tr>
<tr>
<td>Offices of Physicians (except Mental Health Specialists)</td>
<td>1,062</td>
<td>1,586</td>
<td>524</td>
</tr>
<tr>
<td>Nursing Care Facilities (Skilled Nursing Facilities)</td>
<td>1,286</td>
<td>1,492</td>
<td>206</td>
</tr>
<tr>
<td>Home Health Care Services</td>
<td>718</td>
<td>1,467</td>
<td>749</td>
</tr>
<tr>
<td>Financial Transactions Processing, Reserve, and Clearinghouse Activities</td>
<td>822</td>
<td>1,374</td>
<td>552</td>
</tr>
</tbody>
</table>
According to the 2020 Jobs Outlook, “A Regional Indicators Report” indicates that the occupations related to healthcare, education, business, finance and technology are the fastest growing and highest paying. These professions represent a median wage above $33,130 and are projected to have a significant number of job openings for new and replacement positions in the next five years (up to 30,000).

These are jobs that require education and/or training, which our education and training partners are developing news programs and/or providing short-term credentials that will advance high school and college graduates as well as jobseekers in need of training.

**Coordination of administrative costs arrangements, including the pooling of funds as appropriate**

Currently, there are no plans to pool funds unless there are overlapping services provided to employers with interests in multiple counties (such as co-location or subsidiary sites) in both Area 12 and Area 13. Should this occur, both Areas will discuss the funding of potential OJT's for that specific company.

**State of Ohio Workforce Regions and Labor Markets**

Using the State criteria and associated guidelines, Ohio has identified the following regions.

1. **Northeast Region**, consisting of Areas 2, 3, 4, 5, and 19;
2. **East Region**, consisting of Areas 6, 17 and 18;
3. **Southeast Region**, consisting of Areas 14, 15, and 16;
4. **Southcentral Region**, consisting of Areas 11, and 20;
5. **South Region**, consisting of Area 1;
6. **Southwest Region**, consisting of Areas 12 and 13;
7. **West Region**, consisting of Area 8;
8. **Northwest Region**, consisting of Area 9;
9. **Northcentral Region**, consisting of Area 10; and
10. **Central Region**, consisting of Area 7.

The 2020 Jobs Outlook “A regional indicators report” sponsored in collaboration by the Strive Partnership, Partners for a Competitive Workforce, Vision 2015 and Agenda 360 was developed using the Bureau of Labor Statistics data, the Center for Economic Analysis and Development at Northern Kentucky University and the Institute for Policy Research at the University of Cincinnati. The Outlook predicted that the Cincinnati region will have over 300,000 job openings in the next decade, larger than seven of Cincinnati’s peer cities including Cleveland, Ohio; Columbus, Ohio; Austin, Texas; Indianapolis, Indiana; and Raleigh, North Carolina. See “2020 Jobs Outlook, A regional indicators report” at [http://www.regional-indicators.org/2020-jobs-outlook/](http://www.regional-indicators.org/2020-jobs-outlook/).
Workforce and economic experts in the region know that skilled talent drives economic prosperity; however the Southwest Ohio region ranks the bottom third on educational attainment rates compared to peer regions. The goal of workforce and education is to identify opportunities to build career pathways that are reflected in the education and training programs responsive to the needs of employers.

Future corporate expansion, roads, sewers, and construction projects in Hamilton County that will positively affect economic development in the region will also create jobs. Listed below are several of the City of Cincinnati/Hamilton County projects that will affect the labor market in Southwest Ohio soon.

**Coordination of services with regional economic development services and providers**

The Workforce Innovation and Opportunity Act of 2015 (WIOA) states that the “economic growth of regions” (Section 2(5)) as one of the principal goals of the legislation. While there is a strong correlation between workforce development and economic prosperity in our communities, the stated objective of economic growth has not traditionally been associated with workforce development practice. WIOA adds to a growing body of policy and practice that suggests that greater interdependence between economic and workforce development practices is beneficial.

A core concept in both economic development and workforce development policy is regionalism. It is recognized that the economic and labor market activities of any community are not restricted to its legal boundaries. At the same time, a number of shared characteristics such as industry or population composition may be shared by a number of communities or other jurisdictions, further extending the notion of a region or shared market across wider bounds. This reality has been recognized by practitioners in a number of areas including education, finance, and healthcare, among others.

Economic development and workforce development organizations also have a long history of collaborating both formally and informally in a number of areas. Section 106 of WIOA attempts to further formalize these collaborative relationships by imposing regional planning requirements on those areas that bear a significant economic or other relationship. Ohio has not identified interstate planning regions at this time.

However, regional jobseekers can access companies located within a geographic area that shares county borders with easy access via major interstates and business loops. According to labor economists, “a labor market as a geographic area in which both the demand and supply for labor are met primarily within that region. In other words, it is an area where there are jobs and the majority of workers needed for those jobs. An important first step in identifying local labor markets is to examine the commuting patterns of individuals who live or work in the area. These patterns are one of the primary inputs used to define metropolitan and micropolitan areas (otherwise considered by the county name)."
Jobseekers and employees in the four-county region of Southwest Ohio have fair access to multiple transportation modes such as public transit companies - Cincinnati Metro, Northern Kentucky Transit Authority - as well as RideShare opportunities, taxi services, Uber and the downtown Cincinnati Streetcar.) This results in occasional challenges for Area 12 and Area 13 workforce boards in the distribution of shared services to jobseekers living or working in adjacent counties.

Additionally, the commuting patterns of area residents have proven easy access to nearly all employers within the four-county region with an approximate 30-45 minute travel range to and from their workplace. Because of these commuting patterns, some customers might request and receive services in multiple counties.

In 2016, the U.S. Census Bureau reported on the Inflow (Top Home Counties for In-Commuting Workers) and Outflow (Top Work Counties for Out-Commuting Workers) in the Southwest Ohio Region for 2014 Q2.
2014 Inflow and Outflow Report*
All Jobs

Hamilton County

Top Home Counties for In-Commuting Workers*

<table>
<thead>
<tr>
<th>County</th>
<th># Workers</th>
<th>29 or younger</th>
<th>30 - 54</th>
<th>55 and older</th>
<th>$1,250/month or less</th>
<th>$1,250 to $3,333/month</th>
<th>More than $3,333/month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Butler County OH</td>
<td>56,183</td>
<td>21.1%</td>
<td>57.4%</td>
<td>21.5%</td>
<td>19.4%</td>
<td>31.8%</td>
<td>48.8%</td>
</tr>
<tr>
<td>Clermont County OH</td>
<td>42,278</td>
<td>20.4%</td>
<td>57.0%</td>
<td>22.6%</td>
<td>19.2%</td>
<td>32.1%</td>
<td>48.7%</td>
</tr>
<tr>
<td>Warren County OH</td>
<td>30,248</td>
<td>17.4%</td>
<td>61.7%</td>
<td>20.9%</td>
<td>16.2%</td>
<td>23.9%</td>
<td>56.8%</td>
</tr>
<tr>
<td>Kenton County KY</td>
<td>18,568</td>
<td>18.6%</td>
<td>60.2%</td>
<td>21.2%</td>
<td>13.9%</td>
<td>28.5%</td>
<td>57.6%</td>
</tr>
<tr>
<td>Campbell County KY</td>
<td>13,679</td>
<td>18.8%</td>
<td>59.8%</td>
<td>21.4%</td>
<td>12.2%</td>
<td>29.7%</td>
<td>56.1%</td>
</tr>
<tr>
<td>Montgomery County OH</td>
<td>10,717</td>
<td>27.8%</td>
<td>52.7%</td>
<td>19.8%</td>
<td>29.5%</td>
<td>33.9%</td>
<td>36.6%</td>
</tr>
<tr>
<td>Boone County KY</td>
<td>10,397</td>
<td>14.1%</td>
<td>66.0%</td>
<td>19.9%</td>
<td>10.1%</td>
<td>23.3%</td>
<td>66.5%</td>
</tr>
<tr>
<td>Franklin County OH</td>
<td>9,896</td>
<td>31.4%</td>
<td>52.2%</td>
<td>16.4%</td>
<td>28.1%</td>
<td>32.4%</td>
<td>39.5%</td>
</tr>
<tr>
<td>Dearborn County IN</td>
<td>7,028</td>
<td>16.3%</td>
<td>59.7%</td>
<td>24.0%</td>
<td>14.7%</td>
<td>28.6%</td>
<td>56.7%</td>
</tr>
<tr>
<td>Brown County OH</td>
<td>4,329</td>
<td>20.4%</td>
<td>58.1%</td>
<td>21.5%</td>
<td>17.8%</td>
<td>36.1%</td>
<td>46.1%</td>
</tr>
</tbody>
</table>

Top Work Counties for Out-Commuting Workers*

<table>
<thead>
<tr>
<th>County</th>
<th># Workers</th>
<th>29 or younger</th>
<th>30 - 54</th>
<th>55 and older</th>
<th>$1,250/month or less</th>
<th>$1,250 to $3,333/month</th>
<th>More than $3,333/month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Butler County OH</td>
<td>28,471</td>
<td>25.8%</td>
<td>54.4%</td>
<td>19.5%</td>
<td>25.1%</td>
<td>37.1%</td>
<td>37.8%</td>
</tr>
<tr>
<td>Warren County OH</td>
<td>13,095</td>
<td>28.1%</td>
<td>52.2%</td>
<td>19.7%</td>
<td>24.7%</td>
<td>35.3%</td>
<td>40.0%</td>
</tr>
<tr>
<td>Clermont County OH</td>
<td>11,619</td>
<td>28.4%</td>
<td>51.1%</td>
<td>20.6%</td>
<td>28.6%</td>
<td>33.9%</td>
<td>37.5%</td>
</tr>
<tr>
<td>Boone County KY</td>
<td>9,588</td>
<td>25.6%</td>
<td>56.3%</td>
<td>18.1%</td>
<td>20.0%</td>
<td>37.5%</td>
<td>42.5%</td>
</tr>
<tr>
<td>Franklin County OH</td>
<td>8,569</td>
<td>31.6%</td>
<td>50.3%</td>
<td>13.0%</td>
<td>31.0%</td>
<td>32.7%</td>
<td>36.3%</td>
</tr>
<tr>
<td>Kenton County KY</td>
<td>8,046</td>
<td>25.6%</td>
<td>56.6%</td>
<td>17.9%</td>
<td>22.0%</td>
<td>30.9%</td>
<td>47.1%</td>
</tr>
<tr>
<td>Montgomery County OH</td>
<td>6,288</td>
<td>29.3%</td>
<td>51.3%</td>
<td>19.4%</td>
<td>30.9%</td>
<td>33.0%</td>
<td>36.0%</td>
</tr>
<tr>
<td>Campbell County KY</td>
<td>3,834</td>
<td>26.5%</td>
<td>51.2%</td>
<td>22.3%</td>
<td>31.2%</td>
<td>28.7%</td>
<td>40.0%</td>
</tr>
<tr>
<td>Cuyahoga County OH</td>
<td>3,649</td>
<td>27.4%</td>
<td>54.6%</td>
<td>18.0%</td>
<td>28.2%</td>
<td>25.5%</td>
<td>46.4%</td>
</tr>
<tr>
<td>Jefferson County KY</td>
<td>1,702</td>
<td>32.7%</td>
<td>52.1%</td>
<td>15.2%</td>
<td>31.0%</td>
<td>35.3%</td>
<td>33.7%</td>
</tr>
</tbody>
</table>

With Cincinnati-Hamilton County as a major employment hub, the more than 90,000 commuters “out-commute” to Hamilton County on a daily basis. For our specific four-county region of Southwest Ohio, it is apparent that jobseeking customers from all four counties seek and find services where they are available. The commuting patterns below, not only reflect job finders from Butler, Clermont and Warren counties who work in Hamilton County, but also the number of employees from Northern Kentucky and Southeast Indiana who work in Hamilton County, represented in Cincinnati MSA (Metropolitan Statistical Area).

The chart below indicates commuters (>5000) from Cincinnati MSA counties to Hamilton County, Ohio for employment.

<table>
<thead>
<tr>
<th>From County</th>
<th># Employees Commuting to Hamilton County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hamilton County, Ohio</td>
<td>301,140</td>
</tr>
<tr>
<td>Butler County, Ohio</td>
<td>47,967</td>
</tr>
<tr>
<td>Clermont County, Ohio</td>
<td>39,760</td>
</tr>
<tr>
<td>Warren County, Ohio</td>
<td>26,492</td>
</tr>
<tr>
<td>Kenton County, Kentucky</td>
<td>19,141</td>
</tr>
<tr>
<td>Campbell County, Kentucky</td>
<td>14,396</td>
</tr>
<tr>
<td>Boone County, Kentucky</td>
<td>10,101</td>
</tr>
<tr>
<td>Dearborn County, Indiana</td>
<td>8,010</td>
</tr>
</tbody>
</table>
IV. Descriptions of the Local Workforce Development Systems

Provide a Description of the One-Stop Delivery System for Area 12 and Area 13 Including the Roles and Resource Contributions of the One-stop Partners. Identify the career services and other program services to be provided, include the location (address) at which services will be accessible including the: Comprehensive One stop, Non-Comprehensive One stop Workforce Centers of the Local Workforce Development Areas

The Southwest Ohio workforce region consists of two local Areas. Area 12 is comprised of Butler, Clermont and Warren Counties and Area 13 is comprised of Cincinnati-Hamilton County. Area 12 and Area 13 provide jobseeker and employer services through their one stop centers and www.OhioMeansJob.com, an expanded electronic resource developed by the State of Ohio in 2014.

Local Area 12 has a comprehensive One Stop center in Butler County and two non-comprehensive One Stop centers: one in Clermont County and one in Warren County, which the WIBBCW has unofficially certified as “full-service” centers. Local Area 13 has a comprehensive One Stop center in Cincinnati-Hamilton County. The local workforce development systems will be addressed separately in the following sections.
Provide information on how priority will be given to customers of public assistance, other low-income individuals, and individuals who are basic skills deficient consistent with WIOA Sec. 134(c)(3)(E)

The most recent RFP for One stop services in Area 13, states "WIOA and the Southwest Ohio Region Workforce Investment Board will give priority of service to several populations including adult customers of public assistance, other low-income individuals, individuals who are basic skills deficient, and veterans."

The SWORWIB has identified adults of public assistance, other low-income individuals, individuals who are basic skills deficient, and veterans as priority customers.

In PY2015-2016, 100% of OhioMeansJobs|Cincinnati-Hamilton County enrolled adults met the definition of low income (income under the 70% of the LLSIL for a family of 3 or more and not over 200% for a family of 1 or 2). 1.7% percent of customers were identified as basic skills deficient, much more common among WIOA youth. Public Assistance recipients represented 20.6% of WIOA adults served.

Describe how the local board will determine priority populations and how to best serve them, along with any other state requirements.

The SWORWIB and OhioMeansJobs|Cincinnati-Hamilton County comply with all of the legislation and directives from the US Department of Labor and the Ohio Department of Job and Family Services regarding priority populations and reviews service strategies for those populations monthly.

How local areas will meet the requirement that a minimum of 60% of expenditures be for direct training costs;

OhioMeansJobs|Cincinnati-Hamilton County budgets a minimum of 60% of WIOA funds for direct training costs. In the past three years, the SWORWIB has increased the utilization of on-the-job training funds.

Service strategies identified by OhioMeansJobs|Cincinnati-Hamilton County going forward include:

- Spend 66.5% of funds on customers rather than staff, facilities or administration
- Underspend funds from 2015-2016 to reduce the impact of a 21% cut for 2016-2017
- Reduction in staff (5 less employees) to narrow mission to core mandates and performance measures
Describe how local areas will encourage the use of work-based learning strategies including local area goals for specific work-based learning strategies and proposed outcomes relating to these activities

The SWORWIB is expanding access to on-the-job training, individual training accounts and enhanced career readiness services through WIOA funds and grant funds. The SWORWIB works with its extensive network of partner agencies, workforce resources and employers to make available all types of WIOA training funds tailored to the specific needs of our job-seekers and employers.

OhioMeansJobs Business Services Unit which reaches out to employers and businesses to offer them the services of the WIOA public workforce system. On-the-job training and Individual Training accounts are the primary tools to help employers grow their businesses and enhance the skills of their employees.

Provide a copy of the local Individual Training Account Policy and describe how training services outlined in WIOA sec. 134 will be provided through the use of individual training accounts, including, if contracts for training services will be used, how the use of such contracts will be coordinated with the use of individual training accounts under that chapter, and how the Local Board will ensure informed customer choice in the selection of training programs regardless of how the training services are to be provided.

See Attachment E - Individual Training Account Policies for SWORWIB

Training services are not usually provided directly by the one stop, but, rather, the one stop facilitates the ITA application and selection process with the jobseeker. Training conducted by an approved training provider listed on the Ohio Workforce Inventory of Education and Training (WIET). One stop career advisors are expected to assist job seekers with researching and selecting training programs that align with the job seeker's IEP. Customers are required to research different training providers and conduct site visits, as well as check outcomes for the training provider.

Career Pathways training programs present multiple options available for training programs and encourages WIOA participants to explore a variety of training providers insuring an “informed customer choice.”

Performance Goals and Evaluation

The plan must include information on the actions the Local Board will take toward becoming or remaining a high performing board, consistent with the factors developed by the State Board (WIOA sec. 101(d)(6)).
SWORWIB

During fiscal and program year of July 1, 2014, through June 30, 2015, the SWORWIB began to prepare for the transition of the Workforce Investment Act (WIA) to the Workforce Innovation and Opportunity Act (WIOA). WIOA is designed to:

- increase access to opportunities for employment, education, training, support services needed to succeed in the labor market for individuals with barriers to employment;
- support alignment of workforce investment, education and economic development to build
- and maintain a high quality, comprehensive and accessible public workforce development system;
- prepare workers with skills and credentials to compete and succeed in global markets;
- promote improvements in structure and delivery of services; and
- increase prosperity of workers and employers for economic growth and global competitiveness.

Fortunately for Ohio Local Workforce Area 13, the SWORWIB is ahead on WIOA implementation. The SWORWIB is a recognized leader, having many of the required workforce development strategies already in effect for Cincinnati and Hamilton County.

- Workforce Boards may be established as 501c3s. Since 2004, the SWORWIB has been a 501c3 and will retain its legal name. As a 501c3, the SWORWIB is eligible to receive grants and awards. As of June 30, 2015, the SWORWIB partnered with other economic and workforce organizations to win nearly $420 million in grants.
- WIOA outlines the purpose, vision and mission of the legislation. The SWORWIB’s mission/vision is already in alignment with WIOA.
- Boards should recruit at least 51% business representatives and at least two labor and one apprenticeship program leader. The SWORWIB has had 51% or more business representation and two labor reps on the board since 2007. In December, working with Mayor Cranley, we also added an apprenticeship representative.
- Boards are required to hire executive leadership that has specific appropriate experience to direct the Board. The SWORWIB has had only two executives, both of whom were very appropriately experienced.
- Boards are required under WIOA to engage in career pathways partnerships and industry sector initiatives. The SWORWIB has done this since 2001.
- Boards are expected to lead in regional workforce planning and initiatives. The SWORWIB has been a leader since inception President Barack Obama signing the Workforce Innovation and Opportunity Act (WIOA), the first significant legislative reform of the nation’s job-training system in a number of years.
• Boards are expected to provide online information to the community about their performance and labor market information. Since 2004, the SWORWIB has produced a monthly Newsletter and since January 2016 a Labor Market newsletter providing city, county, state and national information on labor market trends, job postings, employer required certifications, companies hiring and in demand industry sectors.

• Annual Report and since 2008 has published the Annual Report; annual performance measures and monthly newsletters are posted on the SWORWIB website.

• Boards are required to focus more funds on out-of-school rather than in-school youth. WIOA requires 75% for out-of-school youth. Since 2011, after a year’s worth of research on youth in Cincinnati and Hamilton County, the SWORWIB prioritized funding for out-of-school youth at 70% and went to 75% with the 2014 Request for Proposals for Youth Services.

• Eligible Training Providers (ETPs) have to submit their training results for completion, employment, wage and credentials. The SWORWIB adopted this very set of evaluation requirements over a staged process begun in 2008. Additionally, our “informed customer choice” requirement was also adopted in the new WIOA language.

• Required partners in the One-Stop Centers must develop an MOU with cost-sharing for the One-Stop Center. Since 2008, the SWORWIB has led the MOU process which has always included a Cost Sharing Schedule.

• Under WIOA, there will be a federally determined employer measure. The SWORWIB has historically included our own employer performance measures in local performance expectations.

• Boards are required to form a Business Engagement Committee with the One-Stop. The SWORWIB already had formed an OhioMeansJobs Center Business Engagement Committee which was recently expanded.

• The Youth Council requirement under WIA has been specifically eliminated in WIOA.

• The SWORWIB restructured into an Emerging Workforce Committee, recruited members and is continuing its Youth Providers Roundtable meetings.

• One-Stop Center and youth services procurement is the responsibility of the Workforce Board. During 2014-2015, the SWORWIB rebid for youth services and independently procured One-Stop Services.

• Boards are required to utilize technology to expand customer services and system improvements. Since 2006, the SWORWIB has used G*Stars to be able to provide more timely data for client tracking. The SWORWIB also utilizes the State’s OMJ.com, WIA Dashboard, OhioLMI and Wanted Analytics.
These practices to stay ahead of and in alignment with WIOA and State mandated changes are priority strategies for the SWORWIB.

**WIBBCW**

In 2014, Workforce Investment Board of Butler Clermont Warren counties (WIBBCW) developed a long-range Strategic Plan to design more effective workforce development strategies for Area 12.

Listed below are the following Strategic Plan components adopted by the board on December 12, 2014, which align with the requirements of WIOA:

Effective workforce development strategies bring together the areas of economic development, the business community and educational institutions in order to achieve and enhance a region’s economic competitiveness. Leveraging the strengths of our stakeholders, this strategic plan targets specific areas with recommendations for action devoted to growing the local economy, providing value-added services to employers, enhancing opportunities for disadvantaged Youth and strengthening our position in the Southwest Ohio region.

The WIBBCW strategic plan was developed with five specific categories for attention: Management, Innovation, Leadership, Performance and Programmatic. Through focusing on the following five strategic goals, the Area 12 Workforce Investment Board will create an opportunity to re-invent and establish itself as a model WIB for the region, state and country:

- **Management**: Strengthen internal operations and decision making within the WIB.
- **Innovation**: Position the WIB as a local workforce authority, and develop innovative service delivery strategies for the region.
- **Leadership**: Strengthen the collaboration between local workforce development organizations, economic development, chambers of commerce and educational institutions.
- **Performance**: Administer a high-performing workforce development system, and create legitimate performance management system.
- **Programmatic**: Enhance Youth initiatives.

**Goal 1: Management** - Strengthen internal operations and decision making within the WIB.

- Objective 1: Define identity, mission, purpose and message. Project an image of confidence and strength. Ensure our mission and vision is accurate, relevant and reflective of our strategic goals and focus. Measurement: Parameters developed, documented and approved by Board.
- Objective 2: Create a new brand for our Board that communicates our value, purpose and direction. Measurement: Develop new name, logo, website, tag line and elevator pitch.
Objective 3: Review/implement a committee structure to complement our strategic goals. Measurement: Review completed, assessment and recommendation approved by Board, committees established, committee assignments made.


Objective 5: Ensure sound fiscal management through regular oversight and monitoring of fiscal process. Measurement: Twice-yearly report to Board of budget and use of funds.

Objective 6: Maintain membership involvement and ownership of WIB activities/functions. Guide membership toward a unified vision. Measurement: Create and implement board member recruitment and vetting protocol, in cooperation with Chief Elected Officials.

Objective 7: Have WIB member participation in efforts and networking opportunities to promote WIB activity, and build WIB connections with community and resource partners. Measurement: Activities reported through Board meetings.

Objective 8: Create and implement high-quality board member orientation process. Measurement: All members (new and prior) have gone through orientation process. Orientations are scheduled as needed.

Goal 2: Innovation - Innovation Goal: Position the WIB as a local workforce authority, and develop innovative service delivery strategies for the region.

Objective 1: Promote the role of the WIB to drive regional innovation. Develop unique, value-added program and service delivery vehicles. Measurement: Establishment of projects/programs submitted to Board for approval, implementation of strategies, routine progress review.

Objective 2: Strengthen partnerships with workforce stakeholders (employers, economic development agencies, educational institutions, etc) in the region. Measurement: Tracking and reporting of partner engagement activities and outcomes from both a quantitative and qualitative standpoint.

Objective 3: Create and influence policy as it relates to workforce development in the region, and/or through state-wide, uniform measures. Measurement: Policy developed and approved by Board at the local level, report on legislative and lobbying activities at the State level.

Objective 4: Ensure emphasis of market-driven (employer-focused) services over supply-driven (jobseeker-focused) services. Measurement: Establishment of programs and services that assist employers in creating employment opportunities for the job seeker.

Objective 5: Promote agile and flexible structure in order to identify and implement service delivery modifications to address evolving challenges of
employers. Measurement: Deployment of innovative solutions in line with data/reports that support employer needs.

**Goal 3: Strategic Leadership** - Strengthen the collaboration between local workforce development organizations, economic development, chambers of commerce and educational institutions.

- **Objective 1:** Work in collaboration with economic development partners on workforce needs, occupational/skill demands and local business input. Measurement: WIB remains focused on and achieves Strategic Planning provisions related to economic development initiatives. Development of programs meeting employer needs.
- **Objective 2:** Work with partners in workforce development in identifying the needs and provision of specialized workforce training. Measurement: Industry-specific skill assessments performed and provided to OhioMeansJobs Centers.
- **Objective 3:** Develop and maintain a workforce system that utilizes the strengths of economic development, chamber and workforce resource partners (i.e. OMJ Centers) to attract and build partnerships, coordinate resources and provide value-added services. Measurement: Employer utilization of workforce development system. Results-based review of employment programs.
- **Objective 4:** Facilitate employer and training communities to develop and refine innovative service delivery strategies. Coordinate outcomes with workforce partners. Measurement: Convene employers and leaders from post-secondary education communities on a regular basis (at least once per quarter) to align training and workforce skill needs. Report results to OhioMeansJobs Centers for alignment of training opportunities.
- **Objective 5:** Convene industry sector summits that educate the workforce community. Measurement: Convene 2-3 industry sector summits per year.
- **Objective 6:** Develop a process and infrastructure to publicize WIB/workforce news; such as, new initiatives, business spotlight, outcomes/gains to relevant groups (academia, elected officials, foundations, legislators, public policy organizations, press, businesses, partners, potential customers, etc). Use as a medium for accepting applications for membership to the Board. Measurement: Share WIB news with stakeholders bi-yearly (in addition to ongoing communications).
- **Objective 7:** Identify regional, state and national workforce and economic development-focused policy organizations, and work to develop and strengthen partnerships and information sharing. Measurement: Updated status list provided to Board.
- **Objective 8:** Engage employers (through tours, surveys, etc.) to discuss needs, concerns.
- **Objective:** Measurement: Report on findings are issued to Board.

**Goal 4: Performance** - Administer a high-performing workforce development system, and create legitimate performance management system.
Objective 1: Set WIA performance benchmarks (establish criteria beyond State metrics) for continuous improvement assessment. Performance criteria should be valuable and meaningful to Board membership. Measurement: Performance benchmarks are adopted by the Board, and updated regularly at Board meetings.

Objective 2: Validate/illustrate worth/value of workforce development services/operations. Measurement: Analyze data to determine if benchmarks are fail/met/exceed.

Objective 3: Use data to drive decision making; institute programs and services to respond to the needs of job seekers and employers. Measurement: Acquisition and report of data analysis, and resulting innovation strategies.

Objective 4: Schedule regular opportunities for Board members and staff to grow knowledge and insight about WIA-mandated workforce system: enable site visits, meetings with providers, and jobseekers. Measurement: All Board members have visited with at least one service provider.

Objective 5: Conduct studies of key industries and workforce issues that shape the design of workforce programs. Measurement: Acquisition and report of data analysis, and resulting innovation strategies.

Goal 5: Programmatic - Provide enhancements to our Youth programs.

Objective 1: Build strong relationships with employers to identify needs in improving placement opportunities for Youth. Measurement: Documentation of employer analysis.

Objective 2: Engage educational partners in program/curriculum development to prepare Youth for industry needs. Measurement: Identification of and/or development of industry-required programs.

Objective 3: Develop industry-focused job-readiness program – begin with Manufacturing. Measurement: Successful program implementation with identified milestones.

Objective 4: Increase pipeline of Youth to our workforce development resources, engaging entities who work with hard-to-serve Youth (i.e. Children Services – Emancipated Youth divisions). Measurement: Increased Youth participation in workforce development programs established through these means.

Objective 5: Align supportive services for disadvantaged Youth to help them successfully transition into the workforce and postsecondary education. Measurement: Supportive services offered through our OhioMeansJobs Centers meet the needs of the population as allowed by law.

Objective 6: Identify strategies to engage youth organizations, local school districts, community colleges and vocational schools to encourage and provide supports for Youth to advance their education and skills beyond high school. Measurement: Coordinate outreach activities to these partners making them aware of the resources available to the Youth.

Objective 7: Convene a Youth summit among Area 12 counties to share common challenges and best practices. Measurement: Convene 2-3 Youth summits per year.
Identify the entity responsible for the disbursal of grant funds described in WIOA sec. 107(d)(12)(B)(i)(III), as determined by the chief elected official or the Governor under WIOA sec. 107(d)(12)(B)(i).

Hamilton County Job and Family Services is the entity responsible for the disbursal of WIOA funds provided by the SWORWIB.

Provide a copy of the local procurement policies and procedures and describe the competitive procurement process that will be used to award the subgrants and contracts for WIOA title I activities. See Attachment F SWORWIB Procurement Policy

Describe how entities within the One stop delivery system, including One stop operators and the One stop partners, will comply with WIOA sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding the physical and programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities.

Section 188 of the Workforce Innovative and Opportunity Act (WIOA) of 2014, Title 29 CFR Part 38, Nondiscrimination and Equal Opportunity Regulations is fulfilled through policies and procedures established by the United States Department of Labor (US DOL).

The Hamilton County Job and Family Services' designated Equal Employment Opportunity (EEO) Officer provides oversight for implementing, maintaining and monitoring WIOA Section 188 Non-discrimination and Equal Opportunity Regulations. The Workforce SWORWIB's Program Coordinators and Program Compliance Monitors work with the EEO Officer to help ensure that Area 13 and the customers (One stop operator, One stop partners and Partner agencies) comply with WIOA Section 188 regulations.

Systematic communication, collaboration, and cooperation between the SWORWIB and our customers (One stop operators, One stop partners, and Partner agencies) helps to establish a secure foundation that enable Area 13 to fulfill our obligations under WIOA Section 188 Regulations.

Through an established procedures and processes, customers receive the required equal opportunity material, information, resources, training and support (e.g. Complaint policy letter, grievance procedures for discrimination complaint and program complaint, complaint forms, incident reporting procedures and forms, request for reasonable
accommodation procedures and form, Notice of Rights form, assistive technology resources, language services, local EEO poster, State EEO poster, Federal EEO poster and general guidance).

To verify that the partner agencies are complying with the WIOA EEO requirements, the SWORWIB conducts EEO monitoring for compliance with Desk and Facility review. In addition, the SWORWIB ensures that during the course of a program year, the program monitors conduct observation reviews regarding facility EEO posting (e.g. Equal Opportunity is the Law Poster) and report on the availability of the Notice of Rights (required EEO paperwork) in the participant case-file.

WIOA Section 188 Regulations includes compliance with Section 504 of the rehabilitation Act of 1973 and American with Disabilities Act Amendment Act of 2008 (formerly ADA of 1990). The SWORWIB executes various activities to ensure that our customers (One stop operators, One stop partners and Partner agencies) comply with the EEO regulations. Each recipient is provided with a copy of the One stop Workforce Center Accessibility Compliance Checklist (Facility Accessibility Survey) and Contractor/Service Provider (Self-Evaluation Tool) instruments to be completed and submitted for review.

The instruments are provided the Office of Equal Opportunity Monitoring and Compliance. The instruments address and answer the questions on whether the agencies facilities are physically and programatically accessible for individuals with disabilities. It is used to determine if the agencies WIOA programs and services are accessible and whether there are policies and procedures in place that address areas such as accessible parking, doors and doorways, signage, request for reasonable accommodation and auxiliary aids, wheelchair accessibility, TTY services, EEO Posters, sign language interpreter services, staff acknowledgement of EEO/Non-discriminatory policies and procedures.

The instruments are used to address the availability of assistive technology and other resources for individuals with disabilities such as large screen monitors, trackball mouse, scanning/reading software, enlarged keyboards, web page reading software, adjustable keyboard trays, alternative formatted materials (Large print, Braille, Audio-tape).

HCJFS conducts inventory review to assess and review the availability of the required assistive technology and alternative sources. HCJFS developed a staff survey to ensure that OhioMeansJobs staff and co-located partner agencies have familiarity and knowledge of the services that are available for individual with disabilities, how staff assists individuals with disabilities, and understanding of the EEO program policies and procedures and non-discrimination policy. HCJFS also assesses the facility to ensure it is accessible regarding race, color, ethnicity, sex or gender, disability and religion.

HCJFS Office of Equal Opportunity Monitoring and Compliance, Equal Opportunity Compliance Officer and Investigator, along with HCJFS EO Officer, use these
instruments and forms to conduct the EEO monitoring for compliance Desk and Facility Review.

HCJFS conducts training on WIOA Section 188 -Regulations (Provisions) which includes: EO policy and procedures, required EO postings, EO Officer role and responsibility, EO monitoring for compliance requirements, agency obligations regarding program accessibility and facilities accessibility, complaint processing procedures (program and discrimination), compliance with Section 504 of the Rehabilitation Act of 1973 and American Disability Act Amendment Act (ADAAA) of 2008 (formerly ADA of 1990) requirements.

The SWORWIB’s partner agencies have access to EEO material, equipment, software and other resources to assist in addressing the needs of individuals with disabilities that are seeking WIOA services and assistance at their facility. EEO policies and procedures are in place to help Cincinnati-Hamilton County customers to be knowledgeable and efficient with their delivery of services as they assist and address the needs of individuals with disabilities.

Provide copies of executed cooperative agreements (as applicable) which define how all local service providers, including additional providers, will carry out the requirements for integration of and access to the entire set of services available in the local one-stop system with respect to efforts that will enhance the provision of services to individuals with disabilities. (This may include cross training of staff, technical assistant, use and sharing of information, cooperative efforts with employers and other efforts at cooperation, collaboration and coordination.)

See Attachment G SWORWIB Executed Cooperative (Partner) Agreement.

The SWORWIB renewed the State Fiscal Year (SFY) 2017 Local Workforce Development Area Ohio #13 in a Memorandum of Understanding to include the following agreements predicated on the SFY2016 MOU, the written content of which reads as follows:

“The Workforce Innovation and Opportunity Act (WIOA), which was enacted in July of 2014 and became effective in July of 2015, superseded the Workforce Investment Act of 1998 (WIA). As a result, substantial efforts have been undertaken at both the state and local levels to develop and implement new plans, performance standards, rules, policies, practices, and procedures for the transition to WIOA. Although much progress has been made, it is expected that transitional activities will continue through state fiscal year (SFY) 2017, ending 6/30/2017.

Therefore, all parties mutually agree to forego negotiation of a new Local Workforce Development Area Memorandum of Understanding (MOU) for SFY 2017 and to share
services and resources as agreed upon for FY 2016. The agreed upon shared resources are in the budget document included as Attachment A to this agreement.

It is understood and agreed upon by all parties that workforce programs and services delivered through the local workforce development system and the local OhioMeansJobs centers will be carried out in accordance with WIOA, the corresponding federal regulations, the applicable provisions of Ohio Revised Code Chapters 330, 6301, and 5101, and all applicable ODJFS policies and will continue to evolve as federal regulations and adoption of the Comprehensive Case Management Employment Program begins 7/1/2016 implementation in partnership with WIOA and TANF and the OMJ Center-Cincinnati/Hamilton County.

All parties agree that should any party find it necessary to modify the shared services or budget documents, that amendments may be completed in accordance with the procedure in the 2015 MOU.

All parties further agree to enter into good faith negotiations to execute a new MOU for the
It is understood by all parties that refusal by any required partner to sign this agreement, with the attachments, will mandate the negotiation of a new MOU for SFY 2017.” The MOU is signed by Chief Elected Official for the MOU is John Cranley, Mayor of Cincinnati. and Sherry Kelley Marshall, President & CEO, SWORWIB.

Partner agencies include:

- Cincinnati-Hamilton County Community Action Agency
- Cincinnati Metropolitan Housing Authority
- Cincinnati Public Schools
- Cincinnati State Technical and Community College
- Great Oaks Institute of Technology and Career Development
- Job Corps
- Mature Services
- Ohio Department of Job and Family Services
- Ohio Department of Medicaid
- OhioMeansJobs One Stop Operator
- Opportunities for Ohioans with Disabilities
- ResCare Workforce Services
- TANF Program, Hamilton County Job and Family Services
- Talbert House
- University of Cincinnati, Education Opportunity Center
- Volunteers of Ohio of Greater Cincinnati
Describe the process used by the Local Board, consistent with WIOA 108(d), to provide a 30-day public comment period prior to submission of the plan, including an opportunity to have input into the development of the local plan, particularly for representatives of businesses, education, and labor organizations.

The SWORWIB posted the strategic plan at www.sworwib.org (the website of the SWORWIB) where there will be instructions on how to comment on the plan’s contents during a 30-day public comment period. The Plan was also sent via a link to the SWORWIB’s Constant Contact listserv of more than 1200 local employers, community agencies, workforce development and economic development organizations, and state, county and local politicians.

The WIBBCW has posted its Local Plan on their website for the 30 public comment period. After the public comment period has ended and the comments are collated, the Area 12 Local Plan will be submitted to ODJFS as an Addendum to the WIOA Southwest Ohio Region Strategic Plan.

Provide a summary of the public comments received and how this information was addressed (by the) CEO, partners and local board in the final plan.

All public questions and comments will be addressed and the information will be posted on the Workforce SWORWIB web site after the 30 day comment period. Comments received via the website will be shared at the February 2017 board meeting. Replies to comments and questions will be posted on the web site during the 30 day comment period. See Attachment G – Public Comments.

Provide information regarding the local plan modification procedures

The WIOA Southwest Ohio Region Strategic Plan will be reviewed by SWORWIB Board members for modifications annually in response to any policy changes or strategic initiatives. These changes will be made in accordance with WIOAPL 16-03.

Provide information regarding Local strategies that will be financed by the transfer of Title 1B workforce funds including the maximum dollar amount and/or percentage that is authorized to be transferred on an annual basis:

- To transfer funds between the Adult and Dislocated Worker funding streams. The SWORWIB evaluates all funding streams during the Program Year and if available, funds are transferred between funding streams when necessary.
- To use funds for incumbent worker training as outlined in WIOA Section 134(d)(4)(A)(i).
The SWORWIB evaluates funding at the beginning of the Program Year and due to funding cuts, will not support incumbent worker training unless special circumstances prevail.

- To use funds for transitional jobs as outlined in WIOA Section 134(d) (5). The SWORWIB will not fund transitional jobs at this time.
- To use funds for pay for performance contracts as outlined in WIOA Section 133(b) (2-3).

The SWORWIB will not fund pay for performance contracts at this time.

**How the Local Board Will Work With Entities Carrying Out Core Programs for the One Stop Service Population**

**Adults and Dislocated Workers**

As noted above, core partners provide services to job seekers and businesses, differing from One Stops, in that they are smaller and may serve a smaller geographic area or special population. The SWORWIB has established a Core Partners Council that meets regularly to provide a forum for core partners to discuss collaboration and performance. These partners comprise a referral system that provides information to the job seeker or employer in need of specific services. The One Stop acts as a conduit for these referrals.

Annually, each partner completes a Customers Served Survey (sample below). This report details additional information such as percent of veterans and people with disabilities who are a portion of the service population as well as percent of those who obtained employment. The information provided on the chart below is necessary to validate services to populations with multiple barriers.
Youth Services

Youth Agencies provide services to assist youth ages 16-24 in achieving academic and employment success are business service hubs concentrating on business and job seeker services related to a specific industry sector and are responsible for educating the other WIOA partner agencies on aspects of the given sector. The SWORWIB has also established an Emerging Workforce Committee, which meets to discuss performance outcomes and collaborative efforts among youth providers. There is also a Youth Providers Roundtable that meets with outside youth agencies and vendors to discuss additional services and products that support youth.

In addition to committees that meet on a regular basis, all SWORWIB board and committee members are connected through regular monthly newsletters, announcements and workforce trends/initiatives via a Constant Contact listserv.

Communication between the One Stop Director and SWORWIB President is ongoing. Budget updates, employer/jobseeker data, Rapid Response activities, CCMEP updates and best practices are formally shared monthly. Direct access by customers to the One Stop Director and/or SWORWIB President is welcomed. A communication/complaint log is maintained by the One Stop and responses are provided immediately to the customer OMJ or SWORWIB staff.
Development of Career Pathways

Healthcare, Construction and Advanced Manufacturing

The Health Careers Pathways stems from a key partnership with Cincinnati Children’s Hospital Medical Center which began in 1998. The Health Career Collaborative is one of the most recognized successes in career pathway development through the U.S. The SWORWIB has also partnered with advanced manufacturing employers, construction and energy employers in various pathway efforts.

Information Technology

The Information Technology career pathway resulted from a partnership with the CIO Roundtable and Partners for a Competitive Workforce to offer IT training for dislocated workers. This career pathway continues to reflect a stellar effort on the part of IT training providers in our region by providing innovative training programs and job placement strategies bringing above average salaries to new hires, such as IT Bootcamps, IT scholarships and the recruitment of women and underrepresented minorities.

Transportation, Distribution and Logistics

The SWORWIB also developed a Transportation, Distribution and Logistics career pathway in response to a two-year Industry Workforce Alliance Grant, one of six grants awarded in Ohio. Along with ODJFS, OhioMeansJobs|Cincinnati-Hamilton County and Partners for a Competitive Workforce, the SWORWIB took the lead for recruitment, training and case management for grant participants. The training efforts for this career pathway focused on meeting the industry needs for heavy tractor trailer and truck drivers by supporting candidates to obtain their Commercial Driver’s License (CDL).

Administrative Professions

In 2015, the SWORWIB collaborated with ODJFS in a statewide effort for a Sector Partnership National Emergency Grant to retrain dislocated workers for administrative professional positions across all industry sectors. To date, the SWORWIB has been awarded more than $1million and has provided training to more than 115 grant participants with more than 50% finding employment at an average salary of $25/hour.

Most recently, the Midwest Urban Strategies Collaborative recruited the SWORWIB (the first Ohio metro area) to join their group serving the Midwest Region, Department of Labor Region 5. The group, specifically the metropolitan areas of Milwaukee, St. Louis and Cincinnati, has similar workforce challenges and opportunities and offer unique, innovative practices to be replicated in other cities. The SWORWIB also successfully recruited Columbus and Cleveland to join the collaborative. The group obtained TechHire funding to train jobseekers in high-paying jobs in a project known as
“Compete Midwest.” This funding will support the efforts of the IT career pathway under way in the Tristate since 2002.

Since 2008, the SWORWIB has received or participated in grants totaling more than $32mil supporting career pathways, you, employers, veterans, education and economic development. In collaboration with core partners, workforce agencies and local economic development organizations, the SWORWIB will continue to search for opportunities that support the needs of our employers by recruiting, training and matching them the best talent.

**Explain how the comprehensive One Stop provides on demand access to the required career services in the most inclusive and appropriate setting and accommodations.**

OMJ|Cincinnati-Hamilton County staff work together to create and maintain a comprehensive workforce development system that effectively and efficiently serves job seekers and businesses throughout Area 13. This collaborative system includes multiple entry points for both businesses and job seekers to access the full range of workforce development services and benefits.

- Staff promotes services throughout the local community and ensures accessibility through a variety of means, including the following:
  - Operate Monday thru Friday, 8:00 a.m. to 5 p.m. Operations may occur beyond the traditional hours when possible.
  - Collaborate with community-based and faith-based organizations, libraries, other government services, and other entities throughout the area surrounding their site in order to recruit individuals and businesses that can benefit from WIOA services.
  - Encourage job-seekers to attend orientation sessions that provide knowledge about the entire WIOA service delivery system.
  - Conduct two orientations month that are open to the public.
  - Conduct regular outreach activities and develop recruitment strategies to inform the community of services available and ensure a steady pipeline of participants coming to the center.
  - Respond to special outreach and recruitment events specific to the needs of local businesses such as Veterans hiring events and Rapid Response services. These may include job fairs, large scale hiring events, employer consultation, presentations at conferences or other public events, and participating in other City/County-sponsored projects and activities.

The Business Services Unit provides business services and activities to Cincinnati-Hamilton County business customers and job seekers by working with the one stop and partner agencies to enhance business services and develop training initiatives in response to current demand and growing trends to better meet employers’ needs.
Career Pathway training programs have been designed to provide skills training programs for in-demand industry sectors in Hamilton County. The SWORWIB continues to research options for new Career Pathways that support the workforce development needs of employers and jobseekers through the following activities:

- Grants that Support In-demand Industry Sectors
- Collaboration with Local and National Workforce Agencies
- Innovative Regional Workforce Development Strategies
- Rapid Response Services
- Investment in OJT and ITAs for In-demand Industry Sectors

Provide information regarding the One Stop Operator and describe the methods for coordinated service delivery between operator and partners. See Attachment F - SWORWIB/OMJ Partner Memorandum of Understanding.

The One Stop Operation Partner Agreement is fully executed and consists of the following scope of services.

Area 13: One Stop Operator: OhioMeansJobs|Cincinnati-Hamilton County (Hamilton County Job and Family Services)

Coordinated service delivery strategies include co-location of Wagner-Peyser staff in the one stops and coordination with Vocational Rehabilitation staff, Veterans staff, adult education staff. In addition, the one stop has routine center-level meetings with the SWORWIB and all partners and work collaboratively to conduct joint activities, including job fairs, grants and workforce projects.

Co-located partners in the One Stop have entered into a Partner Agreement which outlines the following:

- List of roles and responsibilities
- Assets map that documents all resources
- Facilitated meetings with the objective of fully integrating core and required partners in the letter and spirit of WIOA
- Process and procedures manual.
- Holistic and customer-centered service delivery system map for providers and users alike.
- Determination of whether the individual is able to receive assistance from the adult, dislocated worker or youth programs;
- Outreach, intake and other individualized services, and orientation to the workforce delivery system;
- Initial assessment of skill levels including literacy, numeracy and English language proficiency, as well as aptitudes, abilities (including skill gaps) and supportive service needs;
• Job search, placement assistance and individual career counseling as needed, including provision of information on in-demand job sectors and occupations and provision of information on non-traditional employment;
• Appropriate recruitment and other business services on behalf of employers including information and referrals to specialized business services.
• Provision of referrals to, and coordination of activities with, other programs and services including programs and services within the One stop delivery system and when appropriate, other workforce development or human services programs;
• Provision of workforce and labor market information, including the provision of accurate data relating to local regional and national labor market areas including:
  o Job vacancy listings in labor market areas;
  o Information on job skills necessary to obtain vacant jobs listed;
  o Information related to local occupations in demand and the earnings, skill requirements and opportunities for advancement for those jobs;
  o Information on training provider performance outcomes;
  o Information about how the local area performance accountability measures, as well as additional performance information relating to the entire WIOA workforce system and the One stop;
  o Information on the availability of supportive services or assistance and appropriate referrals to those services including child care, child support, medical or child health assistance available through the State, SNAP benefits, assistance with earned income tax credits, and assistance from TANF including supportive services and transportation;
  o Assistance in establishing eligibility for programs of financial aid assistance for training and or education programs not provided under WIOA; and
  o Unemployment Claims filing assistance.

OhioMeansJobs|Cincinnati-Hamilton County maintains a publicly accessible resource area and designated Handicap Parking area directly in front of the one-stop as part of the required WIOA services. Resources available within it the resource room, specifically designated for people with disabilities, include computers with internet access, tutorials for career exploration, job searching and resume writing, job postings, periodicals, information on Unemployment Insurance eligibility, services and financial aid for local non-WIOA training, labor market reports, and information on education programs and partner programs. The resource areas are staffed with knowledgeable staff, partner employees and/or volunteers to assist with customer questions.

OhioMeansJobs|Cincinnati-Hamilton County partners provide a wide range of informational workshops to job seekers as part of their career services offerings. These workshops focus on job search and soft skills, such as interviewing techniques, resume preparation, networking, effective communications, conflict resolution, computer literacy and job readiness training.
OhioMeansJobs|Cincinnati-Hamilton County posts and follows a monthly schedule for all workshops. Individualized career services: in depth personalized support for job seekers. Individualized Career Services are more comprehensive and generally involve interaction with a career coach.

OhioMeansJobs|Cincinnati-Hamilton County has developed and implemented a WIOA eligibility process that is timely and meets State and SWORWIB policy requirements without unnecessary delays in providing access to career services. The One stop determines WIOA eligibility and collect information to support the determination. WIOA provides for priority of service to several populations with Veterans as priority. Additional priority services are provided to adult customers of public assistance, low-income individuals, individuals who are basic skills deficient, and may have a disability barrier. Suitability for both Adult and Dislocated Worker services is determined by an assessment of the applicant’s skill level, education, aptitudes, abilities, work and wage history, supportive service needs, goals and aspirations. If a customer is deemed inappropriate for WIOA services, he or she is referred to an appropriate educational entity or social service agency for assistance. Individualized career services include the following:

- Comprehensive and specialized assessments of the skill levels and service needs of adults and dislocated workers, which may include diagnostic testing and use of other assessment tools and in-depth interviewing and evaluation to identify employment barriers and appropriate employment goals. The one stop completes objective, comprehensive and specialized assessments of the customer. These assessments involve a more thorough examination than the initial assessment and are conducted or coordinated by a career coach. The role of the Career Coach is to ensure access to the full array of services and activities required and available under WIOA, and to provide professional support to jobseekers as they decide on employment and education plans and seek to improve their skills;

- An individualized workforce development Plan is designed for each jobseeker in order to identify the employment goals, appropriate achievement objectives and the appropriate combination of services for the participant to achieve his or her employment goals. One key role of the career coach is working with the customer to develop the plan. The IEP is an agreement between the career coach and the customer of the plan of action they will take together to overcome any barriers to employment and secure employment leading to self-sufficiency. The IEP includes short and long term goals and the steps and supports necessary to achieve those goals. The IEP focuses on a career pathway that can provide a guide beyond initial employment, and is updated regularly as a customer progresses. All WIOA services provided to a customer are identified and the need justified in the IEP. A hard copy case file is maintained on each participant containing eligibility documents and pertinent case file information not recorded in the electronic case file. Customers are provided with a signed copy of the IEP. The IEP is updated as goals and milestones are met and routinely
discussed with customers. In cases where needs and services change, the IEP is updated;

- Provision and coordination of Supportive Services: Supportive services address those life issues impacting the jobseeker’s ability to get or retain adequate employment. Depending on funding availability funds, may be awarded to assist with basic supportive services such as transportation, work equipment and uniforms, and child care services. In cases where customers must be referred, all referrals of WIOA customers are tracked to ensure that the customer is receiving the service. If the service cannot be provided per that referral, it is the expectation that alternate plans for securing that service will be initiated;

- Provision of group counseling, individual counseling and career planning, including:
  - Workforce preparation activities;
  - Financial literacy services such as financial aid applications, income tax credits and counseling;
  - Job search assistance and relocation assistance;
  - Integrated education and training programs.

- Training Services are also included in individualized career services. Training may be made available to individuals if, after an interview, assessment or evaluation and career planning it is determined that the individual is unlikely or unable to obtain or retain employment that leads to self-sufficiency or to comparable or higher wages from previous employment.

- The selection of training services is conducted in a manner that maximizes customer choice and is linked to in-demand occupations. Career Coaches ensure that job seekers explore other funding options and research performance of relevant training providers. The following items explain the training options available to participants:

- Individual Training Accounts (ITAs): ITAs are tuition vouchers to be redeemed at an approved training provider. The One stops facilitates the ITA application and selection process with the jobseeker based on customer choice. One stop career advisors assist job seekers with researching and selecting training programs that align with the job seeker’s IEP;

- Work Experience: Work experience is a planned, structured learning experience that takes place in a work environment for a limited period of time. Work experience may be paid or unpaid, as appropriate. A work experience may take place in the private for-profit sector, the non-profit sector, or the public sector. Fair Labor standards apply;

- Pre-Apprentice Training: Pre-apprenticeship programs provide training to increase math, literacy, and other vocational skills needed to gain entry into a registered apprenticeship program;

- On-the-Job Training: (OJT) services involve “hands on” training in occupational skills for a specific occupation. Training is provided by a private, nonprofit, or public sector employer for an individual who needs additional skill training for a specific job. The participant is an employee of the company and, in order to offset the cost of the training, the employer can be reimbursed up to 75% of wages.
- **Customized Training:** Customized training is industry and occupation specific skills training delivered through a curriculum designed collaboratively by a One stop and (an) identified employer(s). The employer pays a significant share of the cost of the training.

- **Career Pathways** are defined as a combination of rigorous and high quality education, training and other services that align with the skill needs of industries in the state or regional economy, prepare an individual to be successful in any of a full range of secondary or postsecondary education options, and include counseling to support an individual in achieving the individual’s education and career goals. One stops apply a Career Pathway approach throughout their service delivery.

- **Follow-up Services** are activities with individuals who have exited from the program for up to one year. Follow-up services are of two major types: (1) retention and advancement services for employed customers; and (2) reemployment services for customers who lose their jobs.

- **Out-of-School Youth Services** may or may not be part of a One stop Workforce Center operation. One Stops provide an objective assessment of the academic level, skill levels, and service needs of each participant, including a review of basic skills, occupational skills, prior work experience, employability, interests, aptitudes, supportive service needs, and development needs of such participant. The One stops develop service strategies for each participant that identifies career pathways that lead to self-sufficiency. See Chapter 4D below for a description of youth service program models.

- **Business Services**

  Business Services are a critical component of WIOA service delivery, providing direct value to employers, business associations or other such organizations. Customized business services may include the following services and activities:

  **Customized Recruiting and Screening Services**

  - **Advertise Job Openings:** Provide employers with the opportunity to post employment opportunities throughout the Workforce system. One stop staff must post job orders through the Career Connect job order portal;
  
  - **Provide Access to Space:** Provide or secure space for businesses to interview candidates, hold recruiting events, conduct informational meetings, etc.;
  
  - **Customized Recruitments:** Provide employers with an in-person opportunity to inform job seekers (screened and/or unscreened) about available job openings within their organization;
  
  - **Customized Screening of Applicants:** Thoroughly screen job seekers (based on employer skill requirements) and prepare them for interviews, saving businesses time and increasing the likelihood that business will return for more candidates in the future;
  
  - **Conduct Job Fairs:** Offer multiple employers the opportunity to meet WIOA enrolled and non-enrolled job seekers. The SWORWIB may assign one stops to participate in The SWORWIB-led job fairs and or hiring activities.
• **Provide Workforce Education**: Educate businesses about services available through workforce agencies, and how to access these services.

• **Advise on Workforce Issues**: Providing informational services to businesses on a variety of workforce topics, including workforce-related and economic development tax incentives; unemployment insurance; labor market statistics; and other workforce-related information identified as providing value to businesses;

• **Provide Layoff Aversion, Downsizing Services and Outplacement**: Work with employers making layoffs, and with employees being laid-off, to create re-employment plans. Dislocated Worker Partner agencies will provide these services directly. Rapid response services are coordinated and conducted by The SWORWIB, which may engage any Dislocated Worker agency to participate in employer onsite layoff workshops;

• **Assist with writing and/or reviewing job descriptions, orientations for new workers, analyzing employee turnover and customized labor market data.**

• **Employer Development Services**

• **Educate businesses on various training offerings available throughout Area 12 and Area 13;**

• **Provide retention services.**

• **Work with employers to design strategies and provide support that helps employees stay on the job or advance after placement.**

The Business Services Unit works on recruiting events and other special initiatives. The one stop has a person designated to alert their business services staff of opportunities and to follow-up with the referring entity on those screened candidates who meet the employer’s referral criteria.

**Describe how the One Stop Operator was procured.**

The one stop operator was procured through a Request-for-Proposals (RFP) process. The procurement process used by the SWORWIB to review all of the applications was devised to ensure fairness and transparency at every level. Each application was scored by multiple reviewers with significant WIOA and grants management experience and there were separate review panels for each funding stream.

On February 23, 2015, the SWORWIB is issued the Request for Proposal (RFP) on behalf of the current Workforce Investment Act (WIA) Local Area 13 which for which it is responsible under the WIA of 1998 and the Workforce Innovation and Opportunity Act (WIOA) of 2014 which would replace WIA on July 1, 2015. The SWORWIB serves the local workforce development area, which is comprised of the City of Cincinnati and Hamilton County and is operationally represented by the SWORWIB for this combined service area, with the Mayor of the City of Cincinnati as the Chief Lead Elected Official, and Hamilton County Job and Family Services (“HCJFS”) as the Administrative Entity and the Fiscal Agent under the law.
The SWORWIB reserved the right to award a single contract for all services or multiple contracts for different elements of these services to multiple providers and to award one or more contracts for any or all the services proposed. The Proposer(s) submitted proposal(s) for the initial term of two (2) years with the option to renew for two (2) additional one (1) year option periods. The option periods shall be exercisable unilaterally at the SWORWIB’s discretion.

As the Administrative Entity and Fiscal Agent, HCJFS would normally have been tasked with administering the procurement. However, because HCJFS was the incumbent provider and a potential offeror in response to this RFP, the SWORWIB is administered the procurement. Monies funding this agreement are Federal funds provided to the local area and administered by the SWORWIB.

The SWORWIB developed a RFP Review Committee to review the proposals to ensure that special populations served, geographical need and past performance considerations to arrive at final recommendations to the local board. The one stop operator selected to provide the services for OhioMeansJobs|Cincinnati Hamilton County is Hamilton County Job and Family Services (HCJFS). The initial contract period was designated as July 1, 2015 through June 30, 2016 and has since been renewed for an additional two years through June 30, 2018.

**Describe the local operator’s role and responsibility for coordinating referral among required partners.**

OhioMeansJobs|Cincinnati-Hamilton County uses an integrated intake and referral processes for all customers. The management staff is highly familiar with the functions and eligibility requirements of each program, and they appropriately assist customers and make knowledgeable referrals to partner programs, as needed and as appropriate. Partner agencies provide referrals to adult literacy programs funded through WIOA Title II in order to increase job-seeker employment prospects and to help with entering academic and/or vocational training.

They also directly refer job seekers to Wagner Peyser services (Title III) offered through the Ohio Department of Job and Family Services and provide referrals to Vocational Rehabilitation services (Title IV) offered by Opportunities for Ohioans with Disabilities (OOD).

**Provide detailed information on CCMEP implementation strategies in addition to an in-depth view of labor market demographics by race, age, gender and barriers.**

Partner Agencies use multiple data systems and spreadsheets to track participants and outcomes for each program. Upon implementation of the Comprehensive Case Management and Employment Program (CCMEP), all activities for WIOA customers will be tracked in through the CCMEP and entered into the Ohio Workforce Case
Management System (OWCMS) to ensure that the customer is receiving the appropriate services.

**Intent of the Comprehensive Case Management and Employment Program (CCMEP)**

On June 30, 2015, Governor Kasich signed House Bill 64, the state’s biennial budget, into law. Section 305.190 of the bill establishes a framework to transform the network of human service and workforce programs to find a new way to work for low-income Ohioans. This framework starts first with 16- to 24-year-olds, where early intervention can have the greatest impact. The state is pushing traditional program boundaries by integrating components of the Temporary Assistance for Needy Families (TANF) program with the WIOA youth employment program to create a better-coordinated, person-centered case management system.

Effective July 1, 2016, CCMEP will be the statewide operational framework used to deliver integrated, comprehensive case management and employment services across Ohio’s 88 counties. CCMEP takes a coordinated, holistic approach to stabilizing individuals and families by addressing the myriad of factors that may be contributing to poverty and unemployment, including health, housing, education, transportation and child care. In conjunction with supportive services, the program will provide access to employment and training services, including career counseling, job placement and services to facilitate job retention.

By leveraging the strengths of both the workforce and human services systems, CCMEP seeks to improve employment and education outcomes for low-income youth and young adults by helping recipients overcome barriers to employment and develop the skills local employers seek.

**Populations Served**

The primary effect of CCMEP is to combine funding from TANF with funding from the WIOA youth program in order to serve low-income youth through a single comprehensive case management system. Initially, individuals in the following population groups who receive services through TANF- and WIOA-funded programs will be required to participate:

- **OWF work-required recipients ages 16 to 24;**
- **WIOA low-income in-school and out-of-school youth ages 16 to 24;** and

Additionally, two groups will be eligible to volunteer for the CCMEP program:

- **OWF recipients ages 16 to 24 who are not work-required;** and
- **Individuals ages 16 to 24 receiving Prevention, Retention and Contingency benefits and services (TANF-funded non-assistance).**
Overview of Program Requirements

Lead Agency

No later than May 16, 2016, each board of county commissioners was required to designate a single lead agency to be responsible for administering the program and meeting performance goals established by the state. The lead agency may be the county department of job and family services (HCJFS) or the workforce development agency that serves the county.

A single lead agency is necessary to ensure accountability for program performance and results. Responsibilities of the lead agency include submitting a plan for administration of CCMEP to the Ohio Department of Job and Family Services (ODJFS), coordinating activities and services with the other local participating agency (i.e., HCJFS or workforce development agency), determining eligibility for WIOA youth and ensuring that TANF funds are expended for allowable purposes.

Partnerships

Regardless of which agency is chosen as the lead agency, successful implementation of CCMEP will require strong partnerships and collaboration between HCJFS, the workforce development agency and the local workforce development board. This will include joint policy development (to reduce/eliminate duplication of effort and improve service delivery), establishment of processes for client referral, cross-training of staff and community outreach efforts.

Workforce development boards are responsible for developing the local workforce area plan, engaging employers, providing program oversight, negotiating performance measures and procuring service providers. Lead agencies must work in conjunction with their local workforce development board to align CCMEP with area priorities for workforce development, in-demand jobs and business engagement, particularly for the youth and young adult populations served by CCMEP.

CCMEP Plan

No later than May 31, 2016, each lead agency was required to submit a written plan to ODJFS establishing processes and procedures for administering CCMEP in accordance with state rules and federal laws and regulations. The plan template is included in the transmittal of these rules as JFS-03001.

Plan requirements include describing the process for referring individuals to CCMEP, a plan of communication between local participating agencies (CDJFS or workforce development agency) to verify participation in CCMEP activities for OWF participants, the process for ensuring dual eligibility of individuals co-enrolled in TANF and WIOA, the frequency with which the agency will engage with participants and a description of supportive and follow-up services.

Co-Location of Services

Lead agencies will be required to co-locate employment, training and supportive services at a location accessible to CCMEP participants. Co-location of services may occur at the OhioMeansJobs Center that serves the county. Co-location of services supports improved coordination and integration of TANF and WIOA services by offering
a common entry point for individuals to access services without the burden of having to visit multiple addresses. In addition, when staff in different programs work in close proximity, they can more easily share knowledge and offer streamlined service delivery.

**Comprehensive Assessment**

CCMEP creates a combined service delivery and case management infrastructure across the TANF and WIOA programs. Several key program components are intended to bring standardization between programs and across counties in order to create a common client experience. These include an individual opportunity plan and a comprehensive assessment tool.

Lead agencies are required to use a standardized, comprehensive assessment tool to identify employment and educational barriers of CCMEP participants, as well as non-employment and education-related needs. The assessment meets the requirements of the WIOA objective assessment and includes questions relating to occupational skills, prior work experience, employability, interests, aptitudes, supportive service needs and developmental needs. The assessment process should include administration of the assessment by a qualified caseworker and a basic skills assessment using a tool chosen by the lead agency. The comprehensive assessment form is included in this rules package as JFS-03003.

**Individual Opportunity Plan**

The comprehensive assessment will be used to determine the activities and services that should be included in an individual opportunity plan appropriate to each person’s unique needs. The plan must include short- and long-term education and employment goals, including identification of a career pathway, achievement objectives and appropriate supportive services to achieve the plan goals. The individual opportunity plan is included in this rules package as JFS-03004.

For OWF work-eligible CCMEP participants, the individual opportunity plan will replace the self-sufficiency contract and failure to comply with activities in the plan without good cause may result in a sanction (see rule 5101:1-3-11).

The centerpiece of CCMEP will be ensuring clients have access to caseworkers who are qualified and trained to conduct interviews, use the assessment tool and work with clients as they make progress toward their plan objectives. Caseworkers should engage individuals in a dynamic conversation about their current situation, aspirations and barriers, and collaborate with them to develop an individual opportunity plan with meaningful goals and objectives. The goals of the plan should be oriented towards CCMEP primary outcome measures including employment, job retention, earnings growth and credential attainment.

**Program Services**

Lead agencies must make available to CCMEP participants the following 14 specific core youth elements of WIOA:

- Tutoring, study skills training, instruction and dropout prevention
- Alternative secondary school services, or dropout recovery services:
• Paid and unpaid work experience (with an academic and occupational education component)
• Occupational skill training
• Education offered concurrently with workforce preparation activities
• Leadership development opportunities
• Supportive services
• Adult mentoring
• Follow-up services for not less than 12 months
• Comprehensive guidance and counseling
• Financial literacy education
• Entrepreneurial skills training
• Labor market and employment information
• Activities to prepare for and transition to post-secondary education and training

In addition, lead agencies must make available supportive services that are customer-focused and meet the needs and circumstances of the individual in order to help participants address barriers to employment.

**Follow-Up Services**

Job retention is an important primary outcome measure for CCMEP. All participants must receive some form of follow-up services for a minimum of 12 months. The type and intensity of follow-up services may differ for each participant. Follow-up services may include regular contact with the participant’s employer, including assistance in addressing work-related problems, assistance in securing better paying jobs, career pathway development and/or adult mentoring.

**Minimum Hours Requirement**

CCMEP participants must commit to participating in the program for a minimum of 20 hours per week. Time spent in activities, case management, homework, travel time, etc., may be considered part of those hours.

**Intensive Case Management**

Lead agencies have flexibility to determine which clients need intensive case management based on the comprehensive assessment. Lead agencies may prioritize populations for intensive case management, such as transition-age foster youth or individuals with multiple barriers that require alcohol or drug addiction treatment or mental health counseling. For individuals in intensive case management, caseworkers are required to engage with them at least once every 14 days. (For all other participants caseworkers must engage with the participant at least once every 30 days.)

**Caseworkers and Case Management**
Caseworkers are key to the success of CCMEP. Understanding clients’ complex problems and helping them build a path forward is a human-resource-intensive activity. High-quality interactions between caseworkers and clients are critical to identifying barriers and helping individuals become work-ready. CCMEP caseworkers must have appropriate qualifications and training, as well as manageable caseloads, to perform their jobs effectively. As part of CCMEP implementation, ODJFS will develop best practices for case management, including recommended caseworker qualifications and a training curriculum.

**Performance Measures**

CCMEP strengthens accountability by establishing a single lead agency in each county responsible for meeting common performance goals for youth and young adults served through the program. CCMEP’s effectiveness will be measured by improved employment and education outcomes for low-income youth, as opposed to process or participation measures focused on attendance in activities. By focusing on outcomes, CCMEP supports an individualized, person-centered approach.

Primary outcome measures for the program largely mirror those prescribed in WIOA for the youth and young adult program. These include job entry, youth placement, credential attainment, median earnings and job retention. Skills gain / educational progress is the only WIOA youth measure that is not a primary outcome for CCMEP. Lead agency performance standards will be established in accordance with WIOA by an annual negotiation process established by ODJFS.

If the service cannot be provided per that referral, alternate plans for securing that service will be initiated. As a result of CCMEP implementation, the issue of services in a front-end data system for workforce service providers to track job seeking customers across programs and funding streams will:

- Help staff at all levels track and manage their customers more efficiently and effectively;
- Track customers across workforce programs and funding streams;
- Enhance coordination and collaboration across the county-wide workforce system;
- Allow workforce service providers to extract real-time program data for outcomes tracking and data-informed decision making.

CCMEP will be able to address some of the issues facing youth. However, individuals suffering from long term unemployment and underemployment continue to be factors in self-sufficiency. Area 12 and Area 13 will continue to work diligently with the one stops, WIOA partners, community agencies, educators, apprenticeship programs, and training providers to provide services that enhance individual’s lives.
Describe how the Local Board will facilitate access to services provided through the One Stop delivery system, including in remote areas, through the use of technology and other means.

The OhioMeansJobs services are available at convenient locations throughout Butler, Clermont, and Hamilton Counties and online at OhioMeansJobs.com or by telephone call to the individual OMJ Centers throughout Ohio.

All customers are given access to high-quality one stop and affiliate sites that connect them with the full range of services available in their communities.

Services for eligible individuals, particularly eligible individuals with barriers to employment;

The goal of the SWORWIB is to facilitate co-enrollment, as appropriate, in core programming and improve access to activities leading to a recognized post-secondary credential (including a credential that is an industry-recognized certificate or certification, portable and stackable) through which adult education students (including ESL, Adult Basic Education, and Adult Secondary Education) simultaneously receive basic skills instruction that is contextualized to a specific industry sector and credit-bearing, industry-recognized college coursework that leads to a credential for jobs with family-sustaining wages.

Each county in the Southwest Ohio Region has one or more ABLE locations where individuals can receive Adult Basic Education and ESL training leading to the completion of their GED or other stackable credentials in partnership with other core partners, education and community agencies.

Information regarding the local coordination strategies with State, Regional and Local partners to Enhance Services and avoid duplication of activities including a description of:

Adult, Dislocated Worker and Youth employment and training activities under WIOA Title

The Southwest Ohio Region Workforce Investment Board was for regional WIOA coordination. This collaboration will expand under WIOA to include Title I Administrators from each local workforce investment area and provide a forum for coordinated planning with core partners as needed.
Adult education and literacy activities under WIOA Title II. This description must include how the Local Board will carry out the review of local applications submitted under Title II consistent with WIOA Secs. 107(d) (11) (A) and (B) (i) and WIOA Sec. 232.

The SWORWIB released the competitive Request for Proposal (RFP) for Workforce Innovation and Opportunity (WIOA) Title II funding in fall of 2015 will review the plan to determine its consistency with the workforce plan and provide recommendations and feedback to promote alignment of WIOA services at comprehensive One stops. The system for review, documentation and submission will be detailed in the RFP and the Workforce Board will collaborate with ICCB on this process. In addition, there is extensive coordination with adult education providers. Thirteen of The SWORWIB’s Title I Partner agencies have Title II funding as well, allowing for seamless referral of participants when needed.

Wagner-Peyser Act (29 U.S.C. 49 et seq.) services

The Business Services Unit coordinates business and employer outreach. Wagner-Peyser services are located in the comprehensive one stop Workforce Centers and this physical co-location facilitates the collaboration and coordination of employer engagement.

The SWORWIB examines the customer service process and referral processes for the comprehensive One stop Workforce Centers. The Business Services Unit team will work with SWORWIB on all aspects of business engagement including developing a streamlined referral process, identifying customers and businesses that are a good match for employment, and jointly working on hiring events and specialized projects for the benefit of employers.

• Vocational rehabilitation service activities under WIOA Title IV

OhioMeansJobs has a close historic relationship with Vocational Rehabilitation staff as a mandated core partner. The OMJ Center Director coordinates integration of services and enhances coordination as new partners are added. At the center level, The OMJ staff works to ensure assistive technology and other accommodations to ensure ADA compliance. Under WIOA, policies and procedures enhance the coordination of career center services with those offered by Vocational Rehabilitation.

In September 2015, the Ohio Department of Education (ODE) and OOD, under the leadership of Governor John Kasich and with the support of the Ohio General Assembly, launched the Ohio Transition Support Partnership (OTSP). The goal is to increase capacity and improve post-secondary employment for students with disabilities, beginning at age 14.
This innovative collaboration has already begun changing the nature and impact of transition services for students with disabilities in Ohio. We are helping students get a head start on becoming job ready and better prepared to enter the workforce with the skills necessary to be successful. After one year, there have been more than 1,900 applicants and 250 individuals employed through OTSP alone.

ODE and OOD are working together to bring a stronger and a more focused career development presence to Ohio schools for students with disabilities with an increased presence in more than 90 career technical planning districts across the state. OOD staff are actively participating in Individualized Education Plan (IEP) meetings and working with school staff to support students as they explore and plan for post-secondary options.

In June, 2016, OOD staff partnered with the SWORWIB and OMJ staff to host a networking event that brought more than 80 workforce and community service providers to discuss the needs of customers with disabilities and programs that support these individuals.

This type of networking event will be replicated annually and a record of current and new partner services will be tracked by OOD.

- Relevant secondary and post-secondary education programs and activities with education and workforce investment activities.

The SWORWIB activity engages education providers in the region through a variety of strategies – partner meeting, conferences, presentations and webinars. For example, SWORWIB leadership and Cincinnati Public Schools (CPS) Adult Basic and Literacy Education (ABLE) representatives discuss the high school dropout crisis in Cincinnati and Hamilton County and solutions through student recovery and engagement in the workforce on a regular basis.


The SWORWIB President/CEEO also collaborates with area career technical centers school, the universities and colleges to create an integrated service model consisting of services that will focus on assisting youth graduate from high school and preparing youth for employment and post-secondary education after successful attainment of their high school diplomas. These services will reflect a cohesive program that provides out-of-school youth with support re-enrolling into high school, GED preparation/assessment and preparing for the workforce and post-secondary success.
• How the Local Board will support the strategy identified in the State Plan under 20 CFR 676.105 and work with the entities carrying out core programs and other workforce development programs, including programs of study authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) to support service alignment.

The SWORWIB is working to align Cincinnati State, the University of Cincinnati and private area colleges and universities that provide Title 2 services in Area 13. These colleges and universities have been requested to provide a combination of referral and customer service options which include onsite staff and technological access for customers.

This same plan will be used for Career and Technical Education (CTE) centers. Great Oaks Career Campus will continue to provide referral to the one stop center. As mentioned previously, Great Oaks Career Campus is co-located at OhioMeansJobs|Cincinnati- Hamilton County offering GED preparation services and healthcare programs.

• Other services provided in the one-stop delivery system, including but not limited to, the programs outlined in WIOA Sec. 121

In order to maintain and strengthen partnership collaboration, the SWORWIB developed the following committees which bring one-stop partners and other agencies together. These committees meet quarterly to discuss collaborative initiatives that serve employers and jobseekers.

- Upon WIOA implementation, the Emerging Workforce Development Council (EWDC) that has a highly prescribed membership under WIA was sunsetting after the April 2015 meeting and reformed into the Emerging Workforce Committee (EWC) which continues with the Youth Providers’ Roundtable and oversight of the youth portion of WIOA. Many WIBs nationally decided not to continue a separate Youth Committee at all, but the SWORWIB chose to maintain oversight on our progress since we were the first in the State of Ohio to invest the largest amount of our funds in out-of-school youth services, which is now required under WIOA for all WIBs in the country.

- The Required Partners Leadership Council, which the SWORWIB is the only WIB to have at a board level, had its last meeting in the Spring 2015. Currently the operating level committee focuses less on program and alignment and more on problems and complaints. This committee may be continued to allow for problem solving and complaint resolution at the staffing level, while also having a leadership level committee to work on alignment and MOU activities. It is yet to be determined as this will be part of negotiations with the selected One-Stop operator, but the MOU negotiations and management will transfer to the One-Stop Operator with the Mayor and SWORWIB as signatories but the SWORWIB
no longer responsible as the developer and negotiator for the one-stop cost sharing MOU.

- Changes in the Measurement and Continuous Improvement Committee were discussed as the SWORWIB is the only WIB in Ohio to have this standing committee but with the new WIOA performance measures being so many more and so much more robust, it is anticipated that the current work of the MCI Committee will be dramatically shifted and there will be few if any local performance measures as the whole system digests the new WIOA performance measures. Performance Measurement may move to the executive committee level in until 2016-17 when the completed set of all performance measures is expected to be released. In the interim, the scorecard, which reports the status of SWORWIB and OMJ services and initiatives has been revamped to include all of the existing board responsibilities and activities, OMJ Center activities, committee and project updates and is updated for each quarterly SWORWIB board meeting.

- Eligible Training Provider (ETP) Evaluation Committee was a new committee developed to assist the SWORWIB staff and one-stop team to manage the dramatically increased expectations for evaluation of ETPs both for our own measurements expectations as well as comparatively with other funding sources to our WIOA customers, and lastly in the public disclosure methodology for the data to assist in the furtherance of “informed customer choice”.

- Business Engagement in the One-Stop Center Committee is a standing committee of the SWORWIB as recommended by statute. The SWORWIB has had a Business Engagement Team for several years and undertaken a variety of efforts with the current and former one-stop operator, but will plan on quarterly meetings of the Committee, which will provide opportunities to discuss different ways that business and employers can engage with the one-stop to assist with evaluation and direct services as volunteers.

- A Committee related to individuals with disabilities is recommended but not required by WIOA. The SWORWIB took the topic to ODJFS and OOD to determine what these two state agencies were envisioning for such a committee under WIOA. Although not required, discussion is underway about a committee to assist the one-stop to become updated about ADA needs at the OMJ Center and exposed to all the other providers in the community. Working with OOD team members, Area 13 has developed a committee named “OMJ4PWD” and is collaborating with the state offices to outline activities of such a committee at a local level.

- Provide a copy of the local supportive service policy and describe how the Local Board will coordinate WIOA title I workforce investment activities with the provision of transportation and other appropriate supportive services in the local area
The SWORWIB and its affiliates coordinate services with CSBG, TANF and SNAP to provide comprehensive support services for clients. A portion of WIOA funds can be used for transportation and other support services and information about CSBG-funded programs is provided at orientation sessions. See Attachment E Supportive Service Policy.

- Describe the local referral process. Identify the entities between who the referrals occur

The OneStop provides referrals to adult literacy programs funded through WIOA Title II in order to increase job-seeker employment prospects and to help with entering academic and/or vocational training. They also directly refer job seekers to Wagner Peyser services (Title III) offered under the Ohio Department of Job and Family Services (ODJFS) and provide referrals to vocational rehabilitation services (Title IV).

Partner agencies provide referrals to, and coordination of, activities with other programs and services including programs and services within the one stop delivery system and when appropriate, other workforce development or human services programs. These referrals may include child care, child support, medical or child health assistance available through the State, SNAP benefits, assistance through earned income tax credits, and assistance under TANF including supportive services and transportation.

- Explain the method(s) that will be used to refer participants between programs

As described in the OMJ Center scope of services, CCMEP will provide customers with a comprehensive plan identifying the full range of their workforce and supportive service needs. This will enable the system to track and follow-up with customers in order to improve the referral process with participation from all Core Partners.

All other referrals are tracked by OMJ staff when calls for services are received. Recently, OhioMeansJobs|Cincinnati-Hamilton County began rotating leadership staff at the front desk in order to review the types and customers, services and referrals are made at first point of contact.

- Define the roles related to referrals

An MOU is in place between all core partners. All partners have agreed to use an inter-agency referral process between partners and other qualified service providers, as needed. This system mandates accountability between partners.
• Describe specific arrangements to assure that individuals with barriers to employment, including individuals with disabilities, can access available services.

The publicly-funded workforce systems in Area 12 and Area 13 are designed to increase access to, and opportunities for, the employment, education, training, and support services that individuals need to succeed in the labor market, particularly those with barriers to employment. One stop centers provide career services that motivate, support and empower customers, including individuals with disabilities and other barriers, to make informed decisions based on local and regional economic demand and effectively attain their personal employment and education goals.

A flyer for OhioMeansJobs|Cincinnati-Hamilton County customers was recently created which highlights the accommodations that are available for people with disabilities to develop and post resumes; search job postings; review interview questions and apply for positions online. These accommodations were expanded to provide the best resources available.

Under WIOA, the Department of Labor classifies Career Services into two categories: Basic Career Services and Individualized Career Services. All County residents are eligible to take advantage of WIOA Basic Career Services, which consist of general services assisting job-seekers in finding gainful employment, orienting customers to WIOA services and procedures, and providing information about the labor market and unemployment insurance. These services may be provided by one or a combination of staff from the mandated partners of WIOA.

All customers are given access to professional one stop staff who connect them with the full range of services available in their communities, whether they are looking to find jobs, build basic educational or occupational skills, earn a postsecondary certificate or degree, or obtain guidance on how to make career choices. Partner agencies provide in-depth interviewing and evaluation to identify employment barriers and appropriate employment goals. Career coaches work with clients with barriers to create an IEP that is a plan of action for how they will together overcome any barriers to employment and secure employment leading to self-sufficiency.

OhioMeansJobs|Cincinnati-Hamilton County, partner agencies and service providers work together to ensure access for people with disabilities can access services. Priority service is also given to veterans and veterans with disabilities. The SWORWIB reviews Veteran services provided by OhioMeansJobs|Cincinnati-Hamilton County annually and reviews labor market data for veterans provided by the U. S. Department of Labor. The SWORWIB also requests a Jobs for Veterans State Grant (JVSG) Performance Measures Report to ensure compliance with JVSG’s requirements for services to Disable Veterans.
A description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area.

The workforce development system in Area 12 represents multiple programs/agencies that work together to provide employment and training to the region’s customers. These include: one stop workforce staff, Partner Agencies, Youth Providers, Eligible Training Providers (ETP) and in-house training Programs. Training activities include Individual Training Accounts (ITAs), On-the-Job Training (OJT) and Business outreach.

Many of these training organizations also provide services for OhioMeansJobs/Cincinnati-Hamilton County. The SWORWIB performs an annual evaluation of approved providers and the training programs/credentials they have offered throughout the year. This evaluation is imperative to analyzing the quality and outcomes of training programs offered.

<table>
<thead>
<tr>
<th>Provider</th>
<th># ITA’s from Area 13</th>
<th># Students Completed</th>
<th># Students still in training</th>
<th># Students dropped out</th>
<th>credential/college credit</th>
<th># Students that became employed</th>
<th>% that became employed</th>
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<tbody>
<tr>
<td>Allied Construction</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>NCCER(OSHA/Other)</td>
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<td>100%</td>
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<td>Breakthrough Performance</td>
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<td>39</td>
<td>1</td>
<td>1</td>
<td>Six Sigma/Lean</td>
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<td>69%</td>
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<tr>
<td>Butler Tech</td>
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<td>20</td>
<td>1</td>
<td>3</td>
<td>CDL</td>
<td>14</td>
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<tr>
<td>Cincinnati State</td>
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<td>7</td>
<td>0</td>
<td>College Credit</td>
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<td>100%</td>
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<tr>
<td>Easter Seals</td>
<td>9</td>
<td>6</td>
<td>2</td>
<td>1</td>
<td>MSSC – CPT/CLT/CLA</td>
<td>6</td>
<td>100%</td>
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<tr>
<td>Elite Welding</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>Welding</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Great Oaks</td>
<td>41</td>
<td>39</td>
<td>0</td>
<td>2</td>
<td>STNA &amp; Other Certifications</td>
<td>25</td>
<td>64%</td>
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<tr>
<td>Great Oaks Health Professions Academy</td>
<td>19</td>
<td>18</td>
<td>2</td>
<td>1</td>
<td>STNA/PCA/Other</td>
<td>16</td>
<td>89%</td>
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<tr>
<td>Labor Institute for Training</td>
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<td>8</td>
<td>2</td>
<td>0</td>
<td>MSSC-CPT/CLA/CLT NCRC/Customer Service/Other</td>
<td>8</td>
<td>100%</td>
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<tr>
<td>Max Technical</td>
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<td>14</td>
<td>5</td>
<td>0</td>
<td>Multiple IT Certificates</td>
<td>11</td>
<td>79%</td>
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<td>97</td>
<td>0</td>
<td>13</td>
<td>Home Health</td>
<td>97</td>
<td>100%</td>
</tr>
<tr>
<td>Napier Trucking</td>
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<td>13</td>
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<td>CDL</td>
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<tr>
<td>New Horizons</td>
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<td>38</td>
<td>13</td>
<td>7</td>
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<td>61%</td>
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<td>Per Scholas</td>
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<td>1</td>
<td>Computer Testing/OA/CompTix A+</td>
<td>75</td>
<td>83%</td>
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</tbody>
</table>

A description of how the Local Board will coordinate workforce investment activities carried out in the local area with statewide rapid response activities.

The Southwest Ohio Region Workforce Investment Board Rapid Response policy states the Rapid Response process and the services to be provided to dislocated workers and employers. The Business Services Unit coordinates and supports the rapid response at the local level. The Business Services Unit is charged with assisting local rapid response teams, local government officials, employers and workers by providing resources such as funding, technical assistance, and labor market information.
Generally, the State RRU is the first point of contact for employers for major dislocation events, including WARN and TAA petition notification.

Then, the State Rapid Response Unit (RRU) contacts the OhioMeansJobs Business Services Unit to respond to dislocation events by establishing communication with the SWORWIB and other rapid response partners including the Ohio Department of Job and Family Services and the US Department of Labor, initially by telephone or e-mail. From the initial information available, the State RRU works with Business Services Unit and other designated partners to determine the immediate needs of workers and employers to establish appropriate “first steps” in responding as a workforce system and then formulates strategies for planning and carrying out rapid response.

The Business Services Unit then invites the employer and labor organization, as appropriate. To ensure the effective delivery of rapid response services, Business Services Unit also provides rapid response workshops, preferably on site.

Rapid response assistance includes the following activities (coordinated with the State RRU):

- Consults with state and local economic development organizations, and other entities to avert potential layoffs;
- Determines proposed layoff schedule and what employer plans are to assist the dislocated workers, including the status of any collective bargaining negotiations affecting layoff benefits;
- Coordinates the delivery of rapid response layoff orientations for affected workers in conjunction with the State RRU;
- Arranges for participation by local service providers in these sessions;
- Assesses the needs of the impacted workers as quickly as possible through the use of surveys. A survey is an important tool to determine an affected worker’s skills and education and to identify potential assistance needs.
- Maintains an inventory of available workforce resources for onsite meetings to address the short and long-term assistance needs of the impacted workers;
- Consults and coordinates with appropriate labor representatives when planning rapid response activities for those impacted workers covered by a collective bargaining agreement;
- Ensures procedures are in place for the timely access and referral to workforce services and information offered by WIOA, UI, TAA, Wagner-Peyser and other programs.

In addition, when a local rapid response team or local partner becomes aware of a WARN-level layoff or closure event, the Business Services Unit contacts the State RRU coordinator to discuss the event to formulate strategies for carrying out rapid response activities. When rapid response activities are near completion, the local rapid response team notifies and coordinates with the one stop operator.
Best Practice: Rapid Response Model initiated by the SWORWIB and OhoMeansJobs|Cincinnati-Hamilton County

From 2013 through 2015, two large manufacturing companies – a paper and paperboard manufacturer and a Fortune 100 technology solutions company – had to reduce a significant number of employees due to company-wide layoffs and local plant closings. The Southwest Ohio Region Workforce Investment Board (SWORWIB), a non-profit organization serving the City of Cincinnati and Hamilton County, faced the challenge of helping these employees find new employment opportunities in a competitive job market.

To help these displaced employees, the SWORWIB collaborated with the OhoMeansJobs Center (OMJ) Cincinnati-Hamilton County and the Labor Institute of Training (LIFT-USA), a non-profit community organization based in Indiana, to provide transition centers and job placement assistance to these employees to help them find their next careers.

The transition centers were sponsored by the OMJ Center Cincinnati-Hamilton County through federal and state funds awarded to the SWORWIB under the category of Rapid Response. OMJ Centers are the state of Ohio’s one-stop employment centers, which provide free employment-related services to job seekers and employers, such as educational workshops, career coaching and job leads. The OMJ Center provides local residents with direct services such as free hiring events, on-the-job-training, transportation and thousands of job leads. These job leads are available to everyone, and the Center brings together business, government and the community into a collaborative unit, focused on creating a more skilled and better-trained workforce.

Employees from the OMJ Center and LIFT-USA opened a Transition Center on Monday, November 23, 2014, to help displaced employees from the paper manufacturer find new jobs. Sixty-three displaced employees participated in the program. Services provided to the employees during the program included: assessments, certification training, resume preparation, job search, interview techniques and employee outreach.

Many of the displaced employees had worked for a decade or more at the manufacturing company and were apprehensive about entering the job market again or starting a new career. The Transition Center staff focused on making the experience a welcoming and encouraging one for the displaced employees. They hoped this would be a place where employees could feel comfortable and envision next steps for their careers.

By March 2015, roughly one third of the displaced employees had found new employment through the Transition Center. Twenty-one employees found new jobs with an average hourly wage of $19.31 within six months of entering the Transition Center.
For example, one displaced employee from the paper manufacturer secured a job offer by January 2015 from the largest independent producer of high-quality metallurgical coke as a supervisor.

In addition to helping the employees find jobs, the Transition Center helped employees achieve new career certifications and licenses such as:

- National Career Readiness Certificates: 44 employees
- Certified Production Technician: 18 employees
- Certified Logistics Associate: 17 employees
- Certified Logistics Technician: 14 employees
- CDL (Commercial Driver’s License): 6 employees

Beyond job skills and training, the Transition Center helped the employees build a network among their colleagues to support one another. Twenty-six employees participated in a Job Club Social, hosted by OMJ and LIFT-USA. During this event, participants who had already secured a job networked with the displaced employees who were still looking for a job.

The displaced employees reported positive, supportive experiences while working with the OMJ and LIFT-USA at the Transition Center. An employee who had worked with the paper manufacturer for 14 ½ years shared that the staff at the Transition Center “held our hands in a time of uncertainty,” and an employee with a 16 ½ year tenure at the paper manufacturer commented that the “supporters were wonderful” at the Transition Center.

During an interview with a paper manufacturer employee who had served the company for six and a half years discussed the day of the layoffs and his experiences with the Transition Center, his first thoughts were, “I have no idea what to do with my resume. I have skills, but how do I prove that to a future employer?” With the support of the OMJ Center staff and LIFT-USA, this employee completed Certified Production Technician (CPT), Certified Logistics Technician (CLT) and the Certiport Microsoft Office Specialist Certification with a 98% pass rate. In addition, he scored very high on the National Career Readiness Credential, which provided him with a “portfolio of skills and certifications to take to a future employer.” His next career step is to obtain his Commercial Driver’s License (CDL) and work for a local trucking company. He is now looking forward to a steady job with a set schedule and more time with his family.

Many other employees shared similar experiences, and through their training at the Transition Center, were able to gain more advanced computer skills, learn how to complete online applications, earn new industry credentials and gain confidence in their interview skills.

The Transition Center for displaced employees from the technology solutions manufacturer opened on June 2, 2014, with 52 participants. The program ran until October 31, 2014, and
29 - more than half - of the displaced employees secured new jobs during those four months or directly afterwards. For example, one employee secured a new job through the Transition Center as a buyer for an industrial fan company. In addition to job placement assistance, 41 of the participants earned new career certifications during the program.

Displaced employees from the technology solutions manufacturer rated the Rapid Response team an 8.68 on a 10-point scale following their experiences at the Transition Center.

During 2014 alone, the OMJ Center managed nine Rapid Response orientations, which helped 509 job seekers, including the employees displaced from the paper and technology solutions manufacturers. These Transition Centers provided invaluable services to many of the displaced employees who, without this support, may not have been able to gain new skills and job opportunities.

Due the success of the above model for Rapid Response services, the SWORWIB and WIBBCW, in partnership with their respective OMJ centers and training providers, have established transition services/activities, which are delivered onsite at the OMJ Center, at corporate sites or sites easily accessible for dislocated workers.

**A description and assessment of the type and availability of youth workforce investment activities in the local area including activities for youth who are individuals with disabilities, which must include an identification of successful models of such activities.**

In fall 2014, a Request for Proposal for Youth Provider Services to be provided in accordance with the provisions of the Workforce Innovation and Opportunity Act (WIOA) was issued for the period July 1, 2015 through June 30, 2017. The initial contract period was designated for two years, plus two one-year renewals based on performance outcomes.

Based on the SWORWIB’s prior funding model for in-school youth (30%) and out-of-school youth (70%) and zip code research on service areas for youth, the RFP required funding at 75% for out-of-school youth and 25% for in-school youth, with additional requirements for selected providers to collectively provide comprehensive coverage of the entire county. The youth providers selected included the following organizations:
Youth Providers procured by the SWORWIB will provide the following 14 elements of services as outlined in WIOA.

- Tutoring
- Alternative secondary school services, or dropout recovery services
- Paid and unpaid work
- Occupational skill training
- Education as workforce preparation
- Leadership development opportunities.
- Supportive services.
- Adult mentoring
- Follow-up services for not less than 12 months after completion
- Comprehensive guidance & counseling
- Financial literacy education
- Entrepreneurial skills training
- Provide employment information about in-demand industry sectors in Area 13
- Youth preparation for and transition to postsecondary education and training

The SWORWIB funds a variety of successful workforce investment program models for youth.

- Recruitment of area employers eager to support year round and summer work experience programs in order to develop skills required to succeed;
- Identification of motivated youth who can meet with area businesses that provide introductory sessions at one stop orientations to explain program and identify workforce readiness skills;
• Engagement of employers to provide volunteer services at the one stop for adults, dislocated workers and youth;
• Development of year round work experience opportunities to prepare youth for successful internships and life skills through a combination of intensive job readiness training, on-line training and tours of training facilities;
• Annual Summer Youth Employment Program (SYEP) where employers and job candidates meet in a formal interview. The program establishes worksite agreements with companies to sponsor a work assignment lasting up to 240 hours. These agreements clearly specify hours, supervision, and the experiences to be achieved during the work experience;
• Recognition events hosted by youth providers and core partners to recognize student achievement including GED graduations, summer work programs, training program completion, etc.

Ongoing collaborations and examples of youth activities include the following.

**Cincinnati Youth Collaborative/Jobs for Cincinnati Graduates E-Camp**

The Greater Cincinnati Microenterprise Initiative (GCMI) joins forces annually with Cincinnati Youth Collaborative’s Jobs for Cincinnati Graduates (CYC/JCG) program for its 4th Entrepreneurial Camp called “E-Camp,” funded by the Workforce Investment Act (WIA) and the Area 13 Southwest Ohio Region Workforce Investment Board (SWORWIB). E-Camp is a month-long summer program for high school seniors and recently graduated seniors that offers entrepreneurial education with an emphasis on life skill enhancements.

The month-long program consists of a daily 4-hour classroom and interactive training and workshops, which encompass Entrepreneurship Education, Business Development, and Financial Education. Youth learned how to develop ideas into concepts and concepts into actual business opportunities. They also have an opportunity to participate in open discussions with real Entrepreneurs and CEOs from some of Cincinnati’s top corporations.

**Employers Serving Youth**

SWORWIB has partnered with local employers to provide job opportunities for prior juvenile-offenders. One example of continuous involvement is working with Lawn Life, a local landscape business dedicated to preparing juvenile and ex-offenders for entry into the workplace by training and hiring them for part and full time employment.

The mission of Lawn Life is to provide disconnected youth with an opportunity to gain real work experience and transferable skills by performing landscaping and home repair services in under-resourced communities. Read more about Lawn Life’s contribution to workforce development at [www.lawnlife.org](http://www.lawnlife.org).
Hamilton County Summer Youth Program

The Hamilton County Summer Youth Employment Program (SYEP) provides full and part time for job placements for youth (14-18) throughout the summer months of June-August. The contract for 2016 was awarded to Talbert House, a greater Cincinnati organization and core partner of the SWORWIB that provides the following 5 service lines:

- Adult Behavioral Health
- Community Care
- Court and Corrections
- Housing
- Youth Behavioral Health

Additional service providers and partner employers made the SYEP a very successful program Indicated by the following outcomes:

The SYEP program began June 1, 2016 and ended on 08/31/2016. Total program expenses were $730,608.00. The amount paid from the total program for youth wages was $567,884.00

Funding Allocations:
- $487,059.00 (Talbert House)
- $80,825.00 (CAA)
- $6,968.00 (Artwork’s)

Number of youth employed:
- YEP System: 904
- State Database: 756

Number of participating employers: 247 (224 in SYEP State system)

Types of industry: food service, day care, janitorial, clerical, retail, entertainment

- Number of Employer Sessions Held: 11
- Number of Employer Applications Rcvd: 228
- Number of youth information sessions: 881
- Number of youth attended JRT: 760
- Number of youth who completed JRT: 745

SYEP Application Data
- Number of applications received: 2334
- Number of applications processed: 2334
- Number approved: 1347
- Number declined/denied: 980
- Number of applications by age group:
  - # 14 - 15: 950
Number of applications approved by age group:

- 14 - 15: 278
- Applications approved for 16 & over: 1057

- 16 - 17: 674
- 18 - 20: 268
- 21 and over: 115

City of Cincinnati Mayor’s Youth 2 Work Program

The City of Cincinnati Youth 2 Work Consortium sponsors an eight-week summer work program. Examples of real-world work experience included jobs at the Police Cadet Program, Artworks Cincinnati Inc, the Mayor’s Greenleaf initiative, MSD/Waterworks Intern Academy, Cincinnati Recreation Commission and various other organizations through the Urban League of Greater Cincinnati.

Cincinnati has also been one of 14 cities participating in a pilot of the Young America Saves program, which aims to make saving a lifelong habit. Hundreds of participants in the Youth 2 Work program have committed to opening a savings account provided by PNC Bank, which provide them with head start to understanding financial literacy.

**A description of how local areas will meet the requirement that a minimum of 75% of the youth expenditures be for out-of-school youth.**

Services and expenditures are monitored throughout the program year by Hamilton County Job and Family Services to ensure that a minimum of youth expenditures are for out-of-school youth services. In addition, the requirement for at least 25% of youth funds be spent on year-round work experience.

All 3 of the Area 13 youth providers submitted Year Round Work Experience Plans targeted for youth in order to address the need for work experience as early as 16 years old. This in response to many statements Governor Kasich has made about work experience in high schools and recently questioned during an economic development conference In Cleveland, Ohio on September 28, 2016, “whether schools are training kids for 21st century jobs.” Reference:

*Impact Ohio Social Media article at http://www.ideastream.org/stateimpact/2016/09/28/governor-kasich-wants-high-school-work-study-programs*
Local Plan Addendum for Area 12
Workforce Development System
V. Addendum - Area 12 Local Plan – Workforce Investment Board Butler|Clermont|Warren (WIBBCW)

WORKFORCE INNOVATION AND OPPORTUNITY ACT

LOCAL PLAN ADDENDUM

for Area 12

a part of the
SOUTHWEST OHIO REGION

Area 12 includes: Butler, Clermont, and Warren Counties

Program Years 2017 - 2021
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1. Local Area Workforce Development System  

2. OhioMeansJobs Delivery System  

3. Adult and Dislocated Worker Activities  

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7. Fiscal Agent  

8. Competitive Procurement  

9. High-Performing Board Activities  

10. Integrated Services  

**Attachments:**  
1 – MOU Budgetary Agreement  
2 – Procurement Policies
Description of the Local Workforce Development System (provide a description for each):

1. The workforce development system in the local area that identifies:
   - The programs that are included in the system; and

Ohio Area 12 is comprised of Butler, Clermont, and Warren Counties. The WIBBCW - Workforce Investment Board of Butler Clermont Warren sets the vision, policy direction, and performance expectations for the area’s workforce development system.

The WIBBCW’s mission is to serve the workforce needs of employers by connecting them with quality employees. It has identified the following guiding principles it uses in carrying out this mission:

- Help support businesses to succeed
- Enable connections for a strong workforce
- Ensure quality training
- Conduct business with honesty and integrity
- Operate as a single, regional entity
- Assure clear communication among partners
- Implement innovative workforce solutions
- Educate and advocate on workforce issues
- Be a resourceful and responsive partner

The WIBBCW includes access to the following programs and services as part of the Area 12 workforce system:

**Adult Basic Literacy and Education (ABLE).** Helps adults get the basic skills they need including reading, writing, math, English language proficiency, and problem-solving to be productive workers, family members, and citizens.

**Carl D. Perkins Act.** Provides an increased focus on the academic achievement of career and technical education students, strengthen the connections between secondary and postsecondary education, and improve state and local accountability.

**Community Services Block Grant (CSBG).** Offers supportive services and activities for low-income individuals, including employment and training opportunities to alleviate the causes and conditions of poverty in communities.

**Comprehensive Case Management Employment Program (CCMEP).** Utilizes the funding from Temporary Assistance for Needy Families (TANF) and Workforce Innovation and Opportunity Act (WIOA) to help the emerging workforce prepare for and find meaningful employment and become the key to Ohio’s economic success, and to breaking the cycle of poverty for thousands of Ohioans.
**Home Choice.** Uses a portion of Medicaid funding to assist in locating and maintaining safe, decent, affordable and accessible housing to help individuals successful transition into the community.

**Occupational Skills Training.** Provides cost-effective, worker training programs through vetted providers to help individuals learn marketable skills.

**Supplemental Nutrition Assistance Program (SNAP).** Supplies nutrition assistance to eligible, low-income individuals and families and provides economic benefits to communities by serving as a domestic hunger safety net.

**Supportive Service Programs.** Offers direct assistance for items such as transportation, child care, housing, and work-related clothing and tools, as well as referrals for help with substance abuse, mental health issues, legal problems, and other barriers to employment.

**Temporary Assistance for Needy Families (TANF).** Provides families with financial assistance and related support services, including childcare assistance, job preparation, and work assistance.

**Title V Older Workers.** Assists mature workers through the Senior Community Service Employment Program (SCSEP) that enables low-income senior citizens to earn and learn while working in local programs that serve their communities.

**Trade Adjustment Assistance (TAA).** Provides workers who have lost their jobs due to foreign trade opportunities to obtain the skills, resources, and support they need to become reemployed.

**Unemployment Compensation.** Gives workers, whose jobs have been terminated through no fault of their own, monetary payments for a given period of time, or until they find new jobs.

**Veterans Employment and Training.** Helps veterans, reservists, and National Guard members in securing employment and the rights and benefits associated with such.

**Vocational Rehabilitation Act.** Assists in minimizing functional, psychological, developmental, cognitive, and emotional impairments or health disabilities so individuals can overcome barriers to accessing, maintaining or returning to employment or other useful occupation.

**Wagner-Peyser Act.** Provides a variety of employment-related labor exchange services such as job search, job referral, job placement, re-employment assistance to unemployment compensation claimants, labor market information, and recruitment help to employers with job openings.
**Workforce Innovation and Opportunity Act (WIOA).** Establishes a physical and online one-stop delivery system that enables job seekers and businesses to easily access the broad array of workforce development programs and services described above. It also offers career exploration and counseling, skills and aptitude assessments, as well as work-based training opportunities through on-the-job training, internships, and paid and unpaid work experiences.

As described in our response to item 2, bullet point 5 below, these programs are provided by a variety of organizations that operate out of the OhioMeansJobs (OMJ) Centers located in Butler, Clermont, and Warren Counties.

- **Location of the OhioMeansJobs centers in the local workforce development area.**

The WIBBCW has established three full-service OMJ Centers in Area 12. The Butler County OMJ Center was officially certified by the WIBBCW during the summer of 2016 under the Ohio Department of Job and Family Services (ODJFS) One-Stop Certification process. It was deemed to have met all requirements, including physical and programmatic accessibility of facilities, programs, and services. At the same time, the WIBBCW also unofficially certified the Clermont and Warren County OMJ Centers. The Board will continue to ensure that these standards are met and exceeded.

**OhioMeansJobs - Butler County**
4631 Dixie Highway (Route 4)
Fairfield, OH 45014
[http://ohiomeansjobs.com/butler](http://ohiomeansjobs.com/butler)
Hours of operation: 8:00AM – 4:30PM Monday-Friday

**OhioMeansJobs - Clermont County**
756 Old State Route 74
Cincinnati, OH 45245
[http://ohiomeansjobs.com/clermont](http://ohiomeansjobs.com/clermont)
Hours of operation: 8:00AM – 4:30PM Monday-Friday

**OhioMeansJobs - Warren County**
300 E Silver St # 5
Lebanon, OH 45036
[http://ohiomeansjobs.com/warren](http://ohiomeansjobs.com/warren)
Hours of operation: 8:00AM – 4:30PM Monday-Friday

2. **An explanation of the OhioMeansJobs delivery system in the local area, including:**

- **How the local board will ensure the continuous improvement of eligible providers of services through the system and that such providers will meet the employment needs of local employers, workers, and jobseekers;**
As discussed in our response to **item 1, bullet point 2 above**, the WIBBCW has established three OMJ Centers to deliver its workforce programs in Area 12.

Under the Workforce Investment Act (WIA), the individual County Departments of Job and Family Services (CDJFS) were designated to serve as the OMJ Center Operators and providers of Adult and Dislocated Worker Career Services in Butler and Clermont Counties. Warren County established a separate workforce department under the Board of County Commissioners to serve as the OMJ Center Operator and provider of Adult and Dislocated Worker Career Services. Now, to comply with the new provisions of the WIOA, the WIBBCW is issuing a Request for Proposals (RFP) to competitively procure these services. The WIBBCW is requiring that interested respondents apply to provide services on an area-wide basis (all three OMJ Centers) so that the Board can improve consistency of services, enhance customer satisfaction, and achieve economies of scale. The WIBBCW will not consider proposals that cover only one or two of the OMJ Centers.

The role of local OMJ Center Operator will be to coordinate the efforts of the partners in their delivery of career and training services to job seekers, as well as business services to local employers. The selected Operator will ensure that critical work functions are covered and that Resource Rooms are adequately staffed and responsive to customer needs. It will manage the interface among partners and resolve inter-partner and administrative issues that may arise within the OMJ Centers, ensuring an efficient and productive work environment.

The Career Services Provider will be responsible for the direct provision of services to customers, including but not limited to, job readiness workshops, career exploration, skills assessment, enrollment into pre-vocational and training programs, case management, and job referral, placement, and follow-up services. Additionally, it will address customers’ supportive service needs. It will also provide referrals for assistance with mental health issues, substance abuse concerns, housing needs, and other barriers that may impact a customer’s ability to become (or remain) employed.

Additionally, the WIBBCW will also utilize a variety of education and training programs to prepare job seekers for employment, as well as assist incumbent workers in retaining their jobs. It will also provide work-based training opportunities via on-the-job training and work experiences to enable customers to “earn while they learn.”

Overall, the Board will ensure the continuous improvement of its eligible providers of services by establishing annual contractual performance requirements for its competitively procured OMJ Center Operator and Career Services Provider. It will monitor these standards on an ongoing basis throughout each program year and will take corrective action, including the provision of technical assistance and/or the termination of contracts to ensure requirements are met.
Additionally, as part of its new workforce strategies, the WIBBCW will explore how it can better monitor the outcomes of its education and training providers. For example, on an annual basis, it may check the results of each provider determine (1) completion rates, (2) placement rates, and (3) retention rates. The Board may consider implementing performance standards for education and training providers as well as establishing a policy for removing organizations from its approved eligible training provider list if requirements are not consistently met.

- How the local board will facilitate access to services provided through the OhioMeansJobs delivery system through the use of technology and other means;

The WIBBCW will enhance customer experience and facilitate access to services through the following technologies:

- **Social Media.** WIBBCW views social media as an important way to connect with its existing customers, as well as to outreach to potential new customers. Using tools such as LinkedIn, Twitter, and Facebook, its selected OMJ Operator and Career Services Provider will keep job seekers and businesses up-to-date about workshops, hiring events, success stories, “hot jobs”, and labor market trends. Posts will be designed to keep customers informed and engaged; encouraging them to participate and succeed.

- **On-line Access.** The WIBBCW will require its providers to use the robust array of on-line tools and services available at [www.ohiomeansjobs.com](http://www.ohiomeansjobs.com) to help job seekers find work and businesses hire employees. Additionally, the Board will also explore using an on-line orientation that will detail the eligibility requirements and documentation needed for WIOA enrollment so that job seekers can be better prepared for their first on-site OMJ Center visit.

- **Text Messaging.** As part of its continuous improvements efforts, the WIBBCW will explore having its selected providers use text messaging to connect with customers. For example, they may use it to inform groups about scheduled activities such as training, workshops, job clubs, and hiring events. They are also allowed to utilize texting to gather case management and conduct follow up activities.

- How entities within the OhioMeansJobs delivery system, including OhioMeansJobs center operators and partners, will comply with section 188 of WIOA, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 regarding the physical and programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities;

By having physical OMJ Centers in each of the three counties, the WIBBCW ensures that job seekers and businesses can conveniently access services close to their homes.
or offices. Moreover, the on-line services offered through [www.ohiomeansjobs.com](http://www.ohiomeansjobs.com) allow Area 12 customers to easily connect to a variety of employment and training services, including job matching, labor market information, and skills assessment on a 24/7 basis.

The WIBBCW has completed, and will continue to maintain its Americans with Disabilities Act (ADA) checklist, as documented in its August 2016 OhioMeansJobs “One-Stop System Certification” for the Area’s comprehensive OMJ Center located in Butler County. Furthermore, key personnel have completed “Windmills” training.

The Board will ensure ongoing training of OMJ staff members and partner personnel regarding services to individuals with disabilities. It will also provide assistive technology and will regularly monitor activities and facilities to ensure accessibility. It will ensure that any new providers that may be competitively procured and selected for OMJ Center Operations, WIOA Career Services, and/or CCMEP activities comply with all ADA requirements.

- **How the local board will coordinate with the regional JobsOhio; and**

The WIBBCW will work in collaboration with its JobsOhio Regional Partner, REDI Cincinnati, that represents the counties of Area 12. The Board and REDI Cincinnati will work together on talent management initiatives, as well as more comprehensive approaches to the workforce development needs of area businesses, such as identifying emerging occupations, new certification requirements, and/or alternative training methodologies.

The WIBBCW Executive Director will participate in regional JobsOhio meetings and events, and a representative from REDI Cincinnati will be encouraged to attend and be involved in WIBBCW meetings.

- **The roles and resource contributions of the OhioMeansJobs center partners.**

The chart below provides a description of the programs/roles and services/contributions of each of the OMJ Center partners.

<table>
<thead>
<tr>
<th>Partner</th>
<th>Programs/Roles</th>
<th>Services/Contributions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Butler County Department of Job and Family Services (CDJFS)</td>
<td>WIOA TANF SNAP</td>
<td>Butler and Clermont CDJFS and OMJ Warren County serve as the One-Stop Operator in each of their respective counties. All provide WIOA Adult, Dislocated Worker, Rapid Response, and Business Services. Additionally, the CDJFS offices provide TANF and SNAP assistance.</td>
</tr>
<tr>
<td>Clermont CDJFS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OMJ Warren County</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Warren County Job and Family Services (Human Services)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Partner (Division)</td>
<td>Programs/Roles</td>
<td>Services/Contributions</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Easter Seals</td>
<td>CCMEP</td>
<td>Provides WIOA Youth Services under CCMEP.</td>
</tr>
<tr>
<td>ODJFS</td>
<td>Wagner-Peyser TAA Veterans Employment UC</td>
<td>Provides universal public labor exchange services, TAA activities, and employment assistance to Veterans. Telephone access is provided to UC services.</td>
</tr>
<tr>
<td>Hamilton City School District</td>
<td>ABLE Carl D. Perkins Act Training Programs</td>
<td>Provide ABLE services, including English as a Second Language (ESL) and General Equivalency Diploma (GED) preparation classes. Also, offer employers innovative, high-value training focused on increasing the professional and technical skills of the area’s workforce.</td>
</tr>
<tr>
<td>Opportunities for Ohioans with Disabilities (OOD)</td>
<td>Vocational Rehabilitation Act</td>
<td>Assists individuals with disabilities in finding and securing employment and provides access to adaptive technologies.</td>
</tr>
<tr>
<td>Mature Services Goodwill Easter Seals</td>
<td>Title V Older Workers</td>
<td>Provides employment assistance, including work experiences, for mature workers.</td>
</tr>
<tr>
<td>Supports to Encourage Low-income Families (SELF) Home Choice</td>
<td>Housing and Urban Development Medicaid</td>
<td>Provides housing solutions and delivers programs to help customers achieve self-sufficiency and economic independence.</td>
</tr>
<tr>
<td>Clermont Chamber</td>
<td>Business Services</td>
<td>Provides donations of tickets to events as well as staff support in</td>
</tr>
<tr>
<td>Partner</td>
<td>Programs/Roles</td>
<td>Services/Contributions</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>----------------</td>
<td>----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Common Pleas Probation</td>
<td></td>
<td>the Clermont OMJ Center.</td>
</tr>
<tr>
<td>Legal Aid</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lifepoint Solutions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>YWCA Pathways to Independence</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Supportive Services</td>
<td>Provide a variety of wrap around services in conjunction with the One-Stop's workforce services.</td>
</tr>
</tbody>
</table>

3. A description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area.

The WIBBCW provides a robust array of Adult and Dislocated Worker employment and training activities at each of its OMJ Centers as well as via internet and telephone and partner and provider locations. Each individual is directly referred to the specific services that best meet his/her particular needs.

Overall, Adult and Dislocated Worker workforce activities are provided under the broad categories of Basic Career Services, Individualized Career Services, and Training Services. Basic Career Services are available to any customer, while Individualized Career Services and Training Services are reserved for individuals who meet WIOA eligibility requirements.

**Basic Career Services provided in Area 12 include:**

- Information about services available through the OMJ Center and System
- Initial assessment of needs
- Referral to appropriate services
- Self-directed or staff-assisted job search
- Workshops, including resume writing, interviewing skills, and job search
- Information:
  - Labor market
  - Training provider
  - Supportive service
  - Unemployment
  - Financial aid
  - Relocation assistance
Specialized Career Services provided in Area 12 include:

- Eligibility determination
- Comprehensive assessment
- Individual Employment Plan (IEP) defining the customer's specific goals and pathway for achievement
- Career counseling and planning
- Short-term prevocational services
- Internships and work experience
- Workforce preparation activities
- Financial literacy services
- Supportive services

The OMJ Centers offer a wide variety of services to assist customers with job preparation and job search. Resource Rooms provide computers with Internet access, as well as printing, mailing, phone and fax services during regular business hours. Further assistance is available through resume and cover letter development, mock interviewing, job postings and job search tip sheets. Job seekers can meet with employers conducting on site interviews and also sign up for job readiness workshops. Specialized information is available on GED attainment, unemployment compensation, CCMEP youth programs, and career services for Veterans, individuals 55 and over, and individuals with disabilities.

Training Services provided in Area 12 include:

- Occupational skills training using an Individual Training Account (ITA)
- On-the-job training (OJT)
- Customized training
- Job readiness training
- Workplace training
- Skills upgrading and retraining
- Pre-apprenticeship / Apprenticeship
- Transitional jobs
- Incumbent worker training

The implementation of WIOA eliminated the sequence of services that was previously required under the WIA (core-intensive-training), so now an individual who is determined eligible and suitable for Adult or Dislocated Worker services does not have to participate in any type of career service activity prior to being enrolled into training services.
Regarding training eligibility, the individual must meet programmatic eligibility requirements and must also be identified as unlikely to obtain or retain self-sufficient employment or higher wages, need training to obtain or retain self-sufficient employment or higher wages, and have the skills and qualifications to participate in training (i.e., appropriateness for training).

Training must be directly linked to an in-demand industry sector or occupation, or a sector that has a high potential for sustained demand or growth. Such training may be delivered via an ITA, training contract, or a combination of both. Training providers will be found through Ohio’s Workforce Inventory of Education and Training (WIET) which establishes eligibility and provides information about training institutions and their programs.

The maximum expenditure for a short-term ITA (12 months or less) is $6,500 and the maximum for a long-term ITA (greater than 12 months) is $15,000. The maximum reimbursement rate to employers for a trainee's wages during on-the-job training is 50%.

4. A reference to the Comprehensive Case Management Program (CCMEP) plan for each county within the local area. (This requirement is fulfilled if each county within the local workforce development area submitted the CCMEP county plan as required in rule 5101:14-1-03 of the Administrative Code.)

The CCMEP plans for Butler, Clermont, and Warren Counties were submitted as required in rule 5101:14-1-03. The Lead Agencies for Butler County and Clermont County are the two CDJFS organizations. The Lead Agency for Warren County is OhioMeansJobs Warren County. Complete copies of each plan are available upon request.

The WIBBCW competitively procured and selected Easter Seals to provide WIOA-funded CCMEP services on an area-wide basis for Area 12.

5. How the local board, in coordination with the OhioMeansJobs center operator, maximizes coordination, improves service delivery, and avoids duplication of Wagner-Peyser Act services and other services provided through the OhioMeansJobs delivery system.

As discussed in the response to item 1, bullet point 2 above, the WIBBCW has established OMJ Centers in each of its three counties. Historically, each Center operated independently, with its own customer flow, processes, and procedures.

With the implementation of WIOA, the WIBBCW is changing this silo structure. Specifically, the Board will competitively procure a single OMJ Center Operator that will be responsible for leading and coordinating workforce services on an area-wide basis. It will be responsible for ensuring that all the Centers use the same processes,
procedures, and forms; promoting consistency and enhancing customer satisfaction. It will also coordinate staff and systems to avoid duplication of services.

Under this model, Wagner-Peyser staff will provide universal employment services for all job seekers who are legally entitled to work in the United States. Such assistance may include, but will not be limited to, job search, labor market information, and job referral activities. Personnel will be co-located in the OMJ Centers to improve access to services for customers and provide greater economies of scale for the Board.

The OMJ Center Operator will be encouraged to utilize Wagner-Peyser staff along with other partner personnel to provide job readiness workshops on topics such as completing job applications, preparing resumes, and interviewing for jobs. The Operator may also use Wagner-Peyser employees as a part of a Business Services Team that helps employers in filling job openings as well as with Rapid Response and layoff aversion.

6. The executed cooperative agreements which define how service providers will carry out the requirements for integration of and access to the entire set of services available in the local OhioMeansJobs system.

The WIBBCW currently has a local MOU created under the WIA. It outlines the roles and responsibilities of the OMJ Center parties and describes how the partners will share services and costs in the operation of the local workforce development system. A copy of the budgetary agreement is provided as Attachment 1.

Moving forward, the WIBBCW will use the new WIOA-based MOU template for Area 12 workforce activities.

7. An identification of the fiscal agent.

Per the Intergovernmental Agreement for Area 12, the Warren County Board of Commissioners serves as the fiscal agent and administrative entity. The Warren County Board of Commissioners has contracted the functions of the Fiscal Agent role to Salvatore Consiglio, CPA, LLC.

8. The competitive process that will be used to award the subgrants and contracts for WIOA Title I activities;

The WIBBCW utilizes the procurement policies of its fiscal agent/administrative entity, the Warren County Board of Commissioners, to competitively award subgrants and contracts for WIOA Title I activities. These policies are compliant with state and federal regulations. A copy is included as Attachment 2.

Overall, the WIBBCW competitively procures its OMJ Operator, Career Services Provider, and CCMEP Provider. It utilizes a RFP process and evaluates and selects providers based on both the relative quality and pricing of the services offered as well as the capacity of the responding organization.
Additionally, to ensure Area 12 remains knowledgeable of all state and federal requirements, WIBBCW staff participated in the OMJ Center Procurement webinar that was presented by ODJFS on February 9, 2017.

9. The actions the local board will take toward becoming or remaining a high-performing board.

With the implementation of WIOA, the WIBBCW is taking action to become a high-performing board. For example, it is changing its service delivery method from county-specific to area-wide. Under the new method, the three OMJ Centers will utilize consistent policies, processes, and procedures so that all customers receive the same high-quality services at each facility. It is planned that this area-wide approach will enhance customer satisfaction as well as provide improved economies of scale for the Board.

Additionally, during this past year the WIBBCW required all OMJ Centers to fully participate in the One-Stop Certification process. This proactive approach reinforces the Board’s expectation that all Centers, whether Level 1 or Level 2, are expected to meet or exceed standards.

In 2017, the Board will also be re-evaluating the top industries that offer current and future employment opportunities for Area 12 residents. The current industries identified are healthcare, advanced manufacturing and information technology. It is expected that these will grow to include industries such as retail, construction, administrative support, and technical and professional services. WIBBCW will work with its education and training partners, as well as area businesses to ensure the workforce system is appropriately preparing a pipeline of qualified workers for these jobs. As part of this process, it will also identify the career pathways that lead to long-term employment growth and retention.

With respect to fiscal operations, the timely investment of funds in the local area is of key importance to the WIBBCW. Therefore, it requires its providers to meet the following expenditure standards

- 80% of funds must be obligated or spent within 12 months of receipt;
- 100% of funds must be obligated or spent within 18 months of receipt; and
- 100% of funds must be expended within 21 months of receipt.

Additionally, the WIBBCW is implementing a new fiscal measure that requires providers to develop an annual budget on how the WIOA funds will be spent. Every month the providers will provide the WIBBCW with a budget-to-actual report. This approach was put into practice when the Board procured the provider of WIOA CCMEP Youth Services in 2016, and will also be utilized in the procurement of the provider of WIOA Adult and Dislocated Worker career services.
In the upcoming years, the Board may consider instituting operational performance standards to further measure the performance of its workforce system and providers. For example, it may explore items such as the number of persons placed into training in the targeted industries, the number of enrolled customers who are from priority populations, or the number of job openings filled in the targeted industries. Once the specific measures are identified, the WIBBCW will capture data during the first year to establish benchmarks that will be used to create long-term goals.

Finally, as part of its high-performing initiatives, the Board will continue to research innovative ways to use technology to increase access and improve services, such as encouraging its providers to use text messaging to contact customers as described in the response to item 9 above. It will also continue to participate in state and national conferences along with capacity building sessions to learn about best practices that may be replicated in Area 12.

10. How OhioMeansJobs centers are implementing and transitioning to an integrated, technology-enabled intake and case management information system for programs carried out under WIOA.

WIBBCW will utilize the County Finance and Information Systems (CFIS) for access to real-time data that supports tracking, analysis and decision making for workforce programs.

CFIS’ Client Tracking function will share data between the workforce financial system and the Ohio Workforce Case Management System (OWCMS), providing a greater capability to comply with state and federal reporting requirements.

The ability to successfully implement an integrated, technology-enabled intake and case management information system for programs under WIOA is important to the WIBBCW. In fact, the use of technology to better serve customers is one of the key components that the WIBBCW will consider when it competitively procures and evaluates its OMJ Center Operator and the Adult, Dislocated Worker, and CCMEP service providers.
Attachment 1
OhioMeansJobs Memorandum of Understanding Budget Agreement
<table>
<thead>
<tr>
<th>Summary of Cost Pools</th>
<th>Line Item (Including Cost Benefit)</th>
<th>Site</th>
<th>Budgeted Annual Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Pool</td>
<td>Level 3</td>
<td>18098</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Level 1</td>
<td>18098</td>
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<tr>
<td></td>
<td>Sick leave</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>One-Stop Management Pool</td>
<td>Level 2</td>
<td>2199</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Level 1</td>
<td>2199</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sick leave</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Recreational Room Pool</td>
<td>Level 2</td>
<td>5490</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Level 1</td>
<td>5490</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sick leave</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Equipment and Supplies Pool (Refrigeration)</td>
<td>Level 3</td>
<td>3922</td>
<td></td>
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<tr>
<td></td>
<td>Level 1</td>
<td>3922</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sick leave</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Outreach/Marketing Pool</td>
<td>Level 2</td>
<td>76</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Level 1</td>
<td>76</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sick leave</td>
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<td></td>
</tr>
<tr>
<td>Miscellaneous Pool</td>
<td>Level 2</td>
<td>2233</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Level 1</td>
<td>2233</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sick leave</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total - All Pools</strong></td>
<td>Level 2</td>
<td>18829</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Level 1</td>
<td>18829</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sick leave</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td>38858</td>
<td></td>
</tr>
</tbody>
</table>
### Allocation Methodology

The One-Stop System partners have agreed upon the following three methodologies for determining proportionate shares for the shared cost terms.

#### Level 2 (Butler)

<table>
<thead>
<tr>
<th>Partner</th>
<th>Actual Occupied Sq. Ft.</th>
<th>Total Center Occupied Sq. Ft.</th>
<th>Partner % of Total Center Occupied Sq. Ft.</th>
<th>Partner % of Area Allocated (EF)</th>
<th>Partner % of Common Area Space (E)</th>
<th>Total Partner Occupied &amp; Common Area Space (F)</th>
<th>Partner % of Total Center Space (G)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUDLF (RAL)</td>
<td>964.5</td>
<td>4,241.6</td>
<td>22.9%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
<tr>
<td>BUDLF (TAAF)</td>
<td>6,045.5</td>
<td>4,241.6</td>
<td>22.9%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
<tr>
<td>CDF (RAL)</td>
<td>400.0</td>
<td>4,241.6</td>
<td>9.4%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
<tr>
<td>CDF (TAAF)</td>
<td>666.5</td>
<td>4,241.6</td>
<td>15.7%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
<tr>
<td>ABLE</td>
<td>6.4</td>
<td>4,241.6</td>
<td>0.2%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
<tr>
<td>General Employment</td>
<td>6.4</td>
<td>4,241.6</td>
<td>0.2%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
<tr>
<td>Butler Tech</td>
<td>6.4</td>
<td>4,241.6</td>
<td>0.2%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
<tr>
<td>SELF</td>
<td>6.4</td>
<td>4,241.6</td>
<td>0.2%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
<tr>
<td>WIOA Resources</td>
<td>666.5</td>
<td>4,241.6</td>
<td>15.7%</td>
<td>24.4%</td>
<td>100.0%</td>
<td>684.8</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

**Total**                          | 2481.8 | 19,865 | 100.0% | 19,865 | 100.0% | 2,381.8 | 100.0% |

**Footnotes:**
- Q21-08: 964.8 sq ft
- Q21-143: 948 sq ft
- Q21-142: 948 sq ft, BASED ON THE FOLLOWING: 10% OF 9 CUBICLES @ 80 SQ. FT.
- Q21-142A: 966.5 sq ft, BASED ON 100% OF 1 CUBICLE @ 80 SQ. FT.
- Q21-143: 948 SQ FT, BASED ON 100% OF 1 CUBICLE @ 80 SQ. FT.
- Q21-143A: 948 SQ FT, BASED ON 100% OF 1 CUBICLE @ 80 SQ. FT.
- Q21-143B: 948 SQ FT, BASED ON 100% OF 1 CUBICLE @ 80 SQ. FT.
- Q21-143C: 948 SQ FT, BASED ON 100% OF 1 CUBICLE @ 80 SQ. FT.
- Q21-143D: 948 SQ FT, BASED ON 100% OF 1 CUBICLE @ 80 SQ. FT.
- Q21-143E: 948 SQ FT, BASED ON 100% OF 1 CUBICLE @ 80 SQ. FT.

#### Position Usage

**A.** Based on partners’ Full-Time Equivalent (FTE) staff stationed at the One-Stop. Partners with Part-Time staff stationed at the One-Stop are calculated based on Full-Time Equivalency. Illustrated as follows:

<table>
<thead>
<tr>
<th>Partner</th>
<th>ODJS (VETS)</th>
<th>ODJS (W/P TAM)</th>
<th>WIA Title II (Adult)</th>
<th>Perkins Voc. Ed. Entity</th>
<th>WIA Title IV ORSC</th>
<th>Old Amer Title V (SCSEP)</th>
<th>UC Clermont</th>
<th>Lifepoint Solution</th>
<th>Clermont Chamber</th>
<th>Clermont Common Pleas</th>
<th>Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>2</td>
<td>8</td>
<td>9</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>6</td>
<td>0</td>
<td>9.5</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2.90%</td>
<td>5.80%</td>
<td>23.19%</td>
<td>26.09%</td>
<td>0.00%</td>
<td>0.00%</td>
<td>8.70%</td>
<td>1.45%</td>
<td>0.00%</td>
<td>1.45%</td>
<td>0.00%</td>
<td>5.80%</td>
</tr>
</tbody>
</table>
### Occupancy

Based on actual square footage used by each partner with common space (front desk, classrooms, restrooms, Resource Center) prorated based on the percentage of actual space used. Illustrated as follows:

<table>
<thead>
<tr>
<th>Square Footage</th>
<th>Percentage of Space to Total Building Square</th>
<th>FTE</th>
<th>Common Area SQ Footage</th>
<th>% of Common to Total Bldg sq Footage</th>
<th>Total SQ Footage</th>
<th>Percentage of (Space + Common) to Total Bldg SQ Footage</th>
<th>Primary Cost</th>
<th>Common Area Cost Share</th>
<th>Meeting/Conference Rooms</th>
<th>Total Partner Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>53.47</td>
<td>0.31%</td>
<td>2.90%</td>
<td>116.42</td>
<td>0.67%</td>
<td>169.89</td>
<td>0.98%</td>
<td>$1,222.51</td>
<td>$2,661.70</td>
<td>$4,330.30</td>
<td>$8,220.51</td>
</tr>
<tr>
<td>190.90</td>
<td>1.10%</td>
<td>5.80%</td>
<td>232.63</td>
<td>1.36%</td>
<td>423.73</td>
<td>2.46%</td>
<td>$4,364.52</td>
<td>$5,323.40</td>
<td>$4,330.30</td>
<td>$14,008.22</td>
</tr>
<tr>
<td>1,220.52</td>
<td>7.49%</td>
<td>23.19%</td>
<td>931.34</td>
<td>5.38%</td>
<td>2211.86</td>
<td>12.79%</td>
<td>$29,277.14</td>
<td>$21,293.59</td>
<td>$4,330.30</td>
<td>$54,891.03</td>
</tr>
<tr>
<td>1,228.18</td>
<td>7.10%</td>
<td>26.09%</td>
<td>1,047.76</td>
<td>6.06%</td>
<td>2276.93</td>
<td>13.16%</td>
<td>$28,080.46</td>
<td>$23,955.29</td>
<td>$4,330.30</td>
<td>$56,455.05</td>
</tr>
<tr>
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<td>0.00%</td>
<td>0.00</td>
<td>0.00%</td>
<td>0.00</td>
<td>0.00%</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>0.00</td>
<td>0.00%</td>
<td>0.00%</td>
<td>0.00</td>
<td>0.00%</td>
<td>0.00</td>
<td>0.00%</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>273.18</td>
<td>1.68%</td>
<td>8.70%</td>
<td>349.25</td>
<td>2.02%</td>
<td>622.43</td>
<td>3.60%</td>
<td>$5,245.84</td>
<td>$7,985.10</td>
<td>$4,330.30</td>
<td>$18,551.23</td>
</tr>
<tr>
<td>51.87</td>
<td>0.30%</td>
<td>1.45%</td>
<td>56.21</td>
<td>0.34%</td>
<td>110.08</td>
<td>0.64%</td>
<td>$1,185.93</td>
<td>$1,330.85</td>
<td>$4,330.30</td>
<td>$6,837.08</td>
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<tr>
<td>0.00</td>
<td>0.00%</td>
<td>0.00%</td>
<td>0.00</td>
<td>0.00%</td>
<td>0.00</td>
<td>0.00%</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>51.84</td>
<td>0.30%</td>
<td>1.45%</td>
<td>56.21</td>
<td>0.34%</td>
<td>110.05</td>
<td>0.64%</td>
<td>$1,185.24</td>
<td>$1,330.85</td>
<td>$4,330.30</td>
<td>$6,835.59</td>
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<td>$0.00</td>
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</tr>
<tr>
<td>147.50</td>
<td>0.88%</td>
<td>1.45%</td>
<td>56.21</td>
<td>0.34%</td>
<td>205.71</td>
<td>1.19%</td>
<td>$8,372.36</td>
<td>$1,830.85</td>
<td>$4,330.30</td>
<td>$9,333.51</td>
</tr>
<tr>
<td>2,245.06</td>
<td>12.98%</td>
<td>14.49%</td>
<td>582.09</td>
<td>3.36%</td>
<td>2827.15</td>
<td>16.34%</td>
<td>$51,329.87</td>
<td>$13,306.50</td>
<td>$4,330.30</td>
<td>$69,966.67</td>
</tr>
<tr>
<td>243.53</td>
<td>1.41%</td>
<td>5.60%</td>
<td>232.63</td>
<td>1.36%</td>
<td>476.36</td>
<td>2.75%</td>
<td>$5,565.94</td>
<td>$5,525.40</td>
<td>$4,330.30</td>
<td>$15,221.64</td>
</tr>
<tr>
<td>55.15</td>
<td>0.32%</td>
<td>2.90%</td>
<td>116.42</td>
<td>0.67%</td>
<td>171.57</td>
<td>0.99%</td>
<td>$1,250.92</td>
<td>$2,661.70</td>
<td>$4,330.30</td>
<td>$6,243.93</td>
</tr>
<tr>
<td>4,628.00</td>
<td>26.76%</td>
<td>5.80%</td>
<td>232.63</td>
<td>1.36%</td>
<td>4868.30</td>
<td>28.10%</td>
<td>$105,812.16</td>
<td>$5,323.41</td>
<td>$0.00</td>
<td>$111,335.56</td>
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<td>0.00%</td>
<td>0.00%</td>
<td>0.00</td>
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<td>0.00%</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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</table>

<table>
<thead>
<tr>
<th>Billable Hours</th>
<th>2008</th>
<th>100.00%</th>
<th>23.22%</th>
<th>$91,828.65</th>
<th>$330,733.53</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.00%</td>
<td></td>
<td>0.00%</td>
<td>0.00%</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Par Hr Rate</th>
</tr>
</thead>
</table>

| 657 | 3.28% | 2008 | 100.00% | 3.28% | $12,970.68 | $5,460 |
| 657 | 3.28% | 2008 | 100.00% | 3.28% | $12,970.68 | $5,460 |
| 448 | 2.59% | 2008 | 100.00% | 2.59% | $10,233.69 | $5,100 |
| 448 | 2.59% | 2008 | 100.00% | 2.59% | $10,233.69 | $5,100 |
| 241 | 1.40% | 2008 | 100.00% | 1.40% | $5,167.33 | $2,758 |
| 177 | 1.02% | 2008 | 100.00% | 1.02% | $4,039.98 | $2,012 |
| 156 | 0.96% | 2008 | 100.00% | 0.96% | $3,793.68 | $1,895 |
| 117 | 0.67% | 2008 | 100.00% | 0.67% | $2,666.20 | $1,330 |
| 104 | 0.60% | 2008 | 100.00% | 0.60% | $2,372.54 | $1,186 |
| 0.00% | | | | | |

| 17,300 | 100.00% | Total Yearly Cost | $395,538.00 |

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### Level I (Clermont) C.

**Meeting Room Rental Space:** Budgeted amount based on the total number of partners sharing equally in the cost. Billed based on actual meeting room usage at per hour rate.

### Level 1 (Warren) A.

**Position Usage:** Based on partners' Full-Time Equivalent (FTE) staff stationed at the One-Stop. Partners with Part-Time staff stationed at the One-Stop.

<table>
<thead>
<tr>
<th>Partners</th>
<th>ODJFS (VETS)</th>
<th>ODJFS (WP/TAA/UC)</th>
<th>WIA Title I (Adult/Dislocated Worker/Youth)</th>
<th>CDJFS (TANF)</th>
<th>WIA Title II (ABLE)</th>
<th>Perkins Act Voc. Ed. Entity</th>
<th>WIA Title IV OOD</th>
<th>Older American Title V (SCSEP)</th>
<th>CSBG E&amp;T Entity</th>
<th>HUD E&amp;T Entity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td># of FTE Equivalent</td>
<td>1</td>
<td>4</td>
<td>8.725</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>19.725</td>
<td></td>
<td></td>
</tr>
<tr>
<td>% of overall FTE Equivalent</td>
<td>5.07%</td>
<td>20.28%</td>
<td>44.23%</td>
<td>5.07%</td>
<td>5.07%</td>
<td>10.14%</td>
<td>5.07%</td>
<td>0.00%</td>
<td>0.00%</td>
<td>100.00%</td>
<td></td>
</tr>
</tbody>
</table>

### Level 1 (Warren) B.

**Occupancy:** Based on actual square footage used by each partner with common space (hallways, classrooms, restrooms, Resource Center).

<table>
<thead>
<tr>
<th>Partners</th>
<th>ODJFS (VETS)</th>
<th>ODJFS (WP/TAA/UC)</th>
<th>WIA Title I (Adult/Dislocated Worker/Youth)</th>
<th>CDJFS (TANF)</th>
<th>WIA Title II (ABLE)</th>
<th>Perkins Act Voc. Ed. Entity</th>
<th>WIA Title IV ORSC</th>
<th>Older American Title V (SCSEP)</th>
<th>CSBG E&amp;T Entity</th>
<th>HUD E&amp;T Entity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td># of FTE Equivalent</td>
<td>90</td>
<td>558</td>
<td>2,003</td>
<td>78</td>
<td>156</td>
<td>78</td>
<td>156</td>
<td>78</td>
<td>3,197</td>
<td></td>
<td></td>
</tr>
<tr>
<td>% of overall FTE Equivalent</td>
<td>2.82%</td>
<td>17.46%</td>
<td>62.65%</td>
<td>2.44%</td>
<td>4.88%</td>
<td>2.44%</td>
<td>4.88%</td>
<td>2.44%</td>
<td>0.00%</td>
<td>0.00%</td>
<td>100.00%</td>
</tr>
</tbody>
</table>

### Level 1 (Warren) C.

**Equal Access:** Calculation based on the total number of partners sharing equally in the cost and/or services.

n/a
## Resource Source/Post

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<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Level 1 - Salaries</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Business/General</td>
<td>1,000</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
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<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Sales/Marketing</td>
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<td>200</td>
<td>200</td>
<td>200</td>
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<td>200</td>
<td>200</td>
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<td></td>
</tr>
<tr>
<td>Administrative</td>
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<td>300</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>300</td>
<td>300</td>
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## Resource Source/Cost Sharing Agreement

Allocation Basis: Allocation of shared costs.

## Equipment and Supplies Protest (Partial List)

|--------------------|-------|---------------|---------------|-------------------|-------------------|----------------------|----------------------|-----------------------------|-----------------------------|                |        |        |        |          |             |                      |                      |                      |                      |                      |                      |                      |                      |        |
| Level 1 - Salaries |       |               |               |                   |                   |                      |                      |                             |                             |                |        |        |        |          |             |                      |                      |                      |                      |                      |                      |                      |                      |        |
| Business/General | 1,000 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |
| Sales/Marketing | 2,000 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 |
| Administrative | 3,000 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 |
### Resource Sharing Agreement

#### shores of shared funds

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IV. Partner Commitments

All partners are funding their fair shares in the form of cash with the exception of the following partners:

- **Butler**
  - The Title V - Older Americans Act service provider will be providing a portion of the receptionist duties by supplying a PT receptionist 5 days per week/5 hours per day on a M-F at a cost of $7.70/hour, thereby reducing their funding commitment amount by $647.00.

- **Clermont**
  - Clermont Title V - Older Americans Act service provider will be providing a portion of the computer lab duties by supplying a PT assistant an average of 17.07 hours per week at a cost of $7.85/hour, thereby reducing their funding commitment.
  - Clermont - The Clermont County Chamber of Commerce, a non-mandated partner, will provide in-kind donations of tickets to events and staff support thereby eliminating their funding commitment.

- **Warren**
  - The Title V - Older Americans Act service provider will be providing a portion of the receptionist duties by supplying a receptionist 16.75 hours per week at $7.95 per hour, thereby reducing their funding commitment by $6,164.
  - The Perkins Act Vocational Education service provider will assume the cost media/outreach by providing an advertisement in their catalog at a value of $3,055, thereby reducing their funding commitment by $3,000, the budgeted cost of media advertising.
  - Warren County Job and Family Services is providing job readiness workshops, two hours per week for 50 weeks at a cost of $65 per hour, thereby reducing their funding commitment by $9,500.
  - Warren County ABLE is providing math workshops, two hours per week for 50 weeks at a cost of $65 per hour, thereby reducing their funding commitment by $6,500.
Attachment 2

Procurement Policy
PROCUREMENT POLICY

BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO
Tom Grossmann
Pat Arnold South
David G Young

Effective: June 15, 1993
Revised: July 19, 1994
January 4, 1996
January 30, 1996
July 17, 1997
January 13, 1998
December 17, 1998
August 7, 2003
February 16, 2006
May 8, 2008
July 28, 2009
December 20, 2011
September 27, 2012
June 30, 2015
October 18, 2016
WARREN COUNTY
PROCUREMENT POLICY

PREAMBLE

Pursuant to Ohio Revised Code Section 307.55, except as otherwise specifically prescribed by law, "...no claims against the county shall be paid otherwise than upon the allowance of the board of county commissioners..." In order for the Warren County Board of Commissioners to approve the expenditure of county monies, it must first ensure that such expenditure is proper and that the obligation was made in accordance with all federal, state, and local laws. Therefore, the purpose of this policy is to establish procedures for the procurement of supplies, equipment, construction, and services with public funds. This policy describes the standards to be used to ensure that materials and services are legally procured and done in a manner to be economic, effective and fair to the maximum extent practicable.

I. PURCHASE ORDERS (REQUISITIONS):

A. Ohio Revised Code (ORC) Section 5705.41 indicates that any contract or order involving the expenditure of monies must be done upon a certificate of the fiscal officer (purchase order or requisition) in the amount required to meet the obligation. While purchase orders (signed by the Board of County Commissioners and certified by the County Auditor) should be used in all cases, the Warren County Board of Commissioners has prescribed, with concurrence of the County Auditor, that purchase orders are to be used in those instances when the anticipated purchase amounts to $1,000 or more. Purchase orders must be approved prior to obligation or expenditure of funds. In some emergency situations (see Section III "Emergency Procurement"), purchase orders may not be timely.

B. Blanket purchase orders (BPO’S) may be of benefit to those departments which typically have need to procure a particular good or service on a regular basis and in a timely manner. BPO’S are allowed within prescribed limitations, as provided below.

1) They only apply to specific types of obligations and expenditures as follows:

a. The services of the following professionals:

1. Accountant
2. Architect
3. Attorney
4. Physician
5. Professional Engineer
6. Construction Project Manager
7. Consultant
8. Surveyor
9. Appraiser
b. The following specific purchases or obligations:

1. Fuel Oil
2. Gasoline
3. Food items
4. Roadway materials
5. Utilities
6. Purchase exempt from competitive bidding under ORC section 124.04. These purchases are limited to items purchased pursuant to the Department of Administrative Services Cooperative Purchasing Program.
7. Any other specific expenditure that is a recurring and reasonably predictable operating expense (subject to determination by Board of County Commissioners).

2) They shall not exceed $10,000, with the exception of purchases for Indigent Defense (Public Defender) daycare services through the County Jobs and Family Services, Human Services Division and Child Placement Costs through the County Jobs and Family Services Children Services Division. Additionally, vehicle gasoline and heating oil shall be excluded from the $10,000 limit. The amount of these blanket purchase orders shall not exceed the amount appropriated in the specific line item designed to pay such expenses.

3) They cannot extend beyond the end of the current fiscal year – December 31st.

4) They need not be limited to a specific vendor or they need not be limited to a specific item. A BPO may be goods — or services — specific and not vendor-specific (e.g., the purchase of gasoline from various vendors); or a BPO may be vendor-specific and not goods — or services — specific (e.g., the purchase of various office supplies from ABC Office Supply Company). A BPO cannot be nonspecific as to both vendor and goods/services.

5) More than one BPO may be outstanding from a specific line-item appropriation at a time.

6) An itemized statement of obligations incurred and expenditures made under each BPO must be rendered to the Auditor upon its close-out.

7) Purchases made from a BPO are still subject to the 3-quote requirement in each instance when the aggregated purchase amounts to $1,000 or more. In such cases the quotes are to be attached to the voucher for payment.
II. GENERAL PROCUREMENT (PURCHASE) PROCEDURES:

There are typically four (4) procurement types. Sections A through D hereunder describe how and when it is appropriate to use each type. Further details regarding any procurement type should be directed to the Warren County Office of Management and Budget (OMB), which is assigned the responsibility of developing and implementing proper procurement procedure.

A. Competitive (Formal) Bidding – OVER $50,000

1) Items/services (or combinations thereof) having an anticipated value over $50,000 will be offered for competitive (sealed) bid and must be coordinated through the OMB.

2) The following list is illustrative of items that usually will be subject to competitive bid when having an estimated value of over $50,000:

   Bridge improvements/construction
   Building improvements/construction
   CDBG program construction projects
   Construction materials (building, roadway, utility)
   Computer equipment
   Equipment (office & other)
   Furniture
   Motor vehicles (automobiles & trucks)
   Road improvements/construction
   Road salt
   Sanitary sewer facilities
   Sanitary sewer line installation
   Water line installation
   Water treatment facilities

3) Bid documents shall be in a form as prescribed by the OMB. The technical specifications shall be prepared by the affected department in such a manner as to allow more than one supplier to; if at all possible, offer his product/service for consideration. See Section V “Solicitation of Bids or Proposals and Award.” Once the technical specifications are submitted to the OMB, bid documents will be prepared, a bid opening time will be set, and the advertisement for bid shall be posted on the County Commissioners’ bulletin board and placed in the newspaper or other appropriate print/media by the Clerk to the Board of County Commissioners. Invitations to bid will be sent to specific prospective bidders if a list is provided to the OMB.

4) Bid documents shall be distributed to potential bidders by the OMB; however, in some cases, authorization to distribute bid documents for technical or major construction projects may be given to the affected department.

5) Bid openings usually occur at a meeting of the Board of County Commissioners.

6) Bids shall be reviewed by the affected department and a recommendation of award forwarded to the OMB, which then shall submit the recommendation to the Board of County Commissioners.
7) Bids shall be awarded by the Board of County Commissioners by resolution. All announcements to the successful and unsuccessful bidders will be made by the OMB. The President of the Board shall sign a “Notice of Bid Award” to the successful bidder.

8) No actual purchase shall be made without a form of contract being executed by the Board of Commissioners. All contracts shall be reviewed and in such form as prescribed by the Office of Management and Budget (includes Prosecutor approval) before being executed by the Board of County Commissioners. All contracts shall be accompanied by a purchase order (to be signed by the Board of County Commissioners and certified by the County Auditor) drawn on the appropriate fund. Once a contract has been executed, the OMB will issue a “Notice to Proceed” to the contractor/vendor, and will return bid bonds to the unsuccessful bidders.

9) Any changes in contract terms, scope of services, time frames, etc., may only be accomplished upon execution of a change order. Change orders are to be executed by the Board of Commissioners prior to any change in contractor performance, if at all practicable.

10) The affected department shall be responsible for notifying the Office of Management and Budget that the item(s) purchased has been received.

11) See Attachment A for detail of Ohio Revised Code requirements for competitive bidding, including allowed exemptions.

B. Request for Qualifications (RFO) for Professional Design Services or Design Build (OVER $50,000)

1) Should an Elected Official/Department Head be planning to contract for professional design services they shall encourage professional design firms to submit a statement of qualification and, that said design firms should update the statements at regular intervals. “Professional Design Services” means services within the scope of practice of an architect, landscape architect, professional engineer or surveyor.

2) Each Elected Official/Department Head planning to contract for professional design services shall publicly announce all contracts available. The announcement shall be as prescribed in the O.R.C., Section 153.67.

3) a. For every professional design services contract, the affected Elected Official or their designee shall evaluate the statements of qualifications of the professional design firms currently on file, together with those that are submitted by other professional design firms specifically regarding the project. The Elected Official or their designee shall select and rank three (3) firms which they consider to be the most qualified.

b. For Departments under the Board of Commissioners jurisdiction, while not required by ORC 153.69, the Board of Commissioners may elect to hold discussions, during a work session with the top three (3) ranked firms. The decision on holding discussions shall be made by the Board of Commissioners on a case by case basis.

c. Elected Officials or their designee shall negotiate a contract with the finalist at a compensation determined in writing to be fair and reasonable. If negotiations fail, the Elected Official or their designee must begin
negotiations with the next top ranked firm. For Departments under the Board of Commissioners jurisdiction, the next top ranked firm will be determined by the Board of Commissioners. If negotiations fail with all firms selected the Elected Official or their designee shall select and rank additional firms and negotiations shall continue until a contract is negotiated for the project. For Departments under the Board of Commissioners jurisdiction, the selection of the additional firms shall be determined by the Board of Commissioners.

C. Request for Qualifications (RFO) or Request for Proposal (RFP) – Professional Services

1) A Request for Qualifications (RFQ) or a Request for Proposal (RFP) may be solicited for professional services, which are exempt from the competitive bidding requirements of ORC Section 307.86. For purposes of this section, professional services are defined as an accountant, attorney at law, physician, professional, construction project manager, consultant, or appraiser. RFQ’s or RFP’s are required for the procurement of professional services which are projected to exceed $50,000; however the Board of Commissioners may waive this requirement if it determines same to be in the best interest of the County. All RFQ’s or RFP’s shall be prepared in the manner prescribed by the OMB.

3) Should the affected department solicit qualification statements through the RFQ process, it should review and rank every statement received using generally defined evaluation criteria. After all qualification statements have been reviewed, the affected department should then either contact the top two or three choices to request a proposal covering an established scope of services and estimated costs, or select the top firm and begin negotiations of fair and reasonable compensation. In addition to these criteria, there may be unique selection factors for evaluation of qualification statements for specific projects. Any unique evaluation criteria must be stated in the RFQ form that is sent out to prospective individuals or firms.

4) Should the affected department solicit proposals through the RFP process, it should conduct such in a manner similar to competitive bidding. Proposals should be sought from an adequate number of qualified sources to permit reasonable competition consistent with the nature and requirements of the procurement. The RFP should identify all significant evaluation factors, including price, and include a desired scope of services. The affected department must provide a mechanism for technical evaluation of the proposals received, and make a determination of bid award based upon the most responsible bidder, price and other factors considered.

5) Either method (RFQ or RFP) may be used for solicitation of professional services, or they can be combined into one document, completely depending upon the circumstances of the procurement.

D. Small Purchase Procedure -- $50,000 and Under

1) Items/services (or combination thereof) having a value of between $1,000 and $50,000, shall be approved by purchase order (signed by the Board of County Commissioners and certified by the County Auditor) based on the review of at least three (3) price quotes from appropriate suppliers. This does not mean that the purchase of items having a value of less than $1,000 is to be accomplished without comparison shopping. It may also, at times, be appropriate for a purchase order to be signed for purchases under $1,000.
2) Small purchases are those purchases of specific/like services, supplies, and other property costing in the aggregate $50,000 or less. Aggregate means the sum total of goods or services provided from one vendor within a reasonably anticipated period of time, such as one year. For example, a service costing $5,000 per month would aggregate to $60,000 a year and could not be purchased using the small purchase method. Any attempt to divide an aggregate procurement unnecessarily is a violation of the intent of the law and could result in the disallowance of payment.

Small purchases shall be processed as follows:

a. A purchase order shall be submitted to the OMB with documentation attached indicating three price quotes were obtained for the same or similar product or service. See Section V “Solicitation of Bids or Proposals and Award.” Such documentation shall include the names of the vendors providing quotes, their addresses and telephone numbers, and the date contacted. A sample quotation form is provided herein as Attachment B. If the purchase order is written to a vendor not submitting the lowest quote, explanation should also be provided.

b. Once all is found to be in order, the OMB will process the purchase order through the Board of County Commissioners at its next regular-scheduled meeting. The purchase order is then submitted to the County Auditor by the OMB, which tracks its status.

c. Once the purchase order has been certified by the County Auditor and returned to the affected department, the purchase may be transacted.

3) When processing payment for purchases totaling $1,000 or more to one vendor, and a Purchase Order was not processed, see the Auditor’s Office for a “Then and Now.”

4) All purchase of office equipment/furnishings over $1,000 in the aggregate must be coordinated through OMB.

E. Noncompetitive Negotiation

1) Noncompetitive negotiation is procurement through solicitation of a proposal from only one source when: only one source of the product or service exists; or after competitive solicitation when only one bid or proposal is received; or after competitively bidding twice with no bids received. Noncompetitive negotiation may be used when permitted by state law and upon proper determination by OMB.

III. EMERGENCY PROCUREMENT:

For purposes of this section, “emergency” procurement is defined as those purchases necessary when real and present emergency exists, and shall not be construed as purchases merely needed in a “timely” manner.

A. Emergency procurement under $100,000 – if at all possible, three quotes shall be obtained from qualified sources. If circumstances dictate an immediate resolution to the situation and it is not possible to have a purchase order processed, then a purchase order shall be drawn as soon thereafter as possible, and a resolution allowing payment of amounts due must be adopted by the Board of Commissioners. (See ORC Section 5705.41(D).)

B. Emergency procurement $100,000 and under – pursuant to ORC Section 307.86(A), the Board
of County Commissioners may, by resolution, make a determination that a real and present emergency exists, when:

(1) the estimated cost is less than $100,000; or

(2) there is actual physical disaster to structures, radio communications equipment, or computers.

In all such cases, the Board of County Commissioners must adopt a resolution declaring such emergency and exempting the competitive (formal) bidding requirements. In those cases where the estimated cost is less than $100,000 (as defined in “1” above), but more than $50,000, no fewer than three (3) informal price quotes must be solicited. Price quotes are not required, but are suggested, for those cases where there is actual physical disaster to structures (as defined in “2” above).

IV. STATE COOPERATIVE PURCHASING PROGRAM:

Warren County is a member of the State of Ohio Cooperative Purchasing Program. Under this program, a variety of items, including office supplies, equipment, furniture, food, clothing, automobiles, etc., can be purchased at a significant cost savings. Items are either negotiated or bid by the State and offered to the County at the State rate. In those cases where the State has either formally bid out an item or has negotiated a price, the County may purchase the item directly from the vendor and forego the competitive bidding requirement. All such purchases are to be coordinated through the OMB. The OMB will maintain a current listing of items available and must submit quarterly reports to the State. Note: The State Cooperative Purchasing Program should not be confused with Government Standard Agreement (GSA) pricing.

V. SOLICITATION OF BIDS OR PROPOSALS AND AWARD:

A. Solicitation of bids or proposals, whether competitively bid or otherwise, shall:

1) Define a clear and accurate description of technical requirements for the materials, product, or service to be procured. In competitive procurement, this description must not contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured, and when necessary, shall set forth those minimum essential characteristics and standards to which the product must conform to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical to make a clear and accurate description of technical requirements, a brand name or Equal description may be used as a means to define performance or other conspicuous requirements of procurement. Specific features of the brand name, which must be met by offers, must be clearly stated.

2) Clearly set forth all requirements which offerers must fulfill and all other factors to be used in evaluating bids or proposals.

B. Awards will be made only to responsible contractors who possess the potential liability to perform successfully under the terms and conditions of the proposed procurement. Consideration must be given to such matters as the contractor's integrity, compliance with public policy, record of past performance, and financial and technical resources.

VI. CODE OF CONDUCT:
Employees or agents of Warren County shall not solicit or accept gratuities, favors, or anything of monetary value from contractors or potential contractors. No employee, agent or beneficiary can participate in the selection, award or administration of a contract when any of the following has financial interest in that contract:

1) the employee or agent;
2) any member of his or her immediate family;
3) his or her partner;
4) an organization in which any of the above is an officer, director, or employee;
5) a person or organization with whom any of the above is negotiating or has any arrangement concerning prospective employment.

VII. FREE COMPETITION:

All procurement transactions, regardless of whether by sealed bid or negotiation and without regard to dollar value, shall be conducted by employees or agents of Warren County in a manner which provides maximum free and open competition consistent with State and Federal guidelines. Procurement procedures shall not restrict or eliminate competition. Examples of what is considered to be restrictive of competition include, but are not limited to:

1) placing unreasonable requirements on firms in order for them to qualify to do business;
2) noncompetitive practices between firms;
3) organizational conflicts of interest; and
4) unnecessary experience and bonding requirements.

VIII. RECORD KEEPING:

The size and type of procurement will determine the type of information recorded and maintained in the file. For small purchases, not competitively bid, the affected department must maintain records of quotes received, vendor names and addresses, a listing of items purchased, the total cost, date of purchase, and a copy of the purchase order. For larger purchases, requiring more complex procurement methods (e.g., competitive bidding), records will be maintained by the Board of County Commissioners to document the following, when applicable:

1) copies of published advertisements for bids or proposals;
2) copies of all respondents' replies;
3) narrative explaining the Board's basis for contractor selection or rejection;
4) copies of letters sent to known providers advising them of the goods and services sought;
5) identification of date, time and place bids or proposals were opened;
6) documentation that all bidding requirements pursuant to ORC Section 307.87 were adhered to;

7) proof of prior approval when required;

8) for purchases made with exemptions to competitive bidding under ORC Section 307.86, records documenting justification for exemption will be maintained which include:
   a) a copy of the Board of County Commissioners' minutes;
   b) a record of estimates obtained prior to the purchase.

IX. MONITORING:

Each contract entered into should be closely monitored by the affected elected official, department head, or assigned staff member to ensure compliance with all contract terms, conditions and specifications.

The monitoring process should involve careful review of contract terms prior to finalizing the agreement. All contracts for Commissioners' signature will be reviewed by the OMB prior to execution. With all agreements, a staff member should be assigned the responsibility of ensuring that the proper quantity and quality of goods/service is rendered.

Legal disputes arising out of contracted procurement will be referred to the County Prosecutor if efforts to resolve the problem at the Board of County Commissioners' level are unsuccessful.

The OMB should be informed about contract limitations and termination dates. A monitoring sheet or similar system should be utilized to avoid inappropriate payments.

Before purchasing any equipment, due consideration will be given to lease, rental and purchase alternatives to determine, consistent with prudent business judgment, which would be the most economical and practical procurement. In making this determination, due consideration will be given to the useful life of the equipment, technological, obsolescence, maintenance considerations, purchase price versus lease or rental cost and any other matters considered by management to be warranted under the circumstances.

X. MBE/WBE PROCUREMENT:

It shall be the policy of the Board of County Commissioners to take affirmative steps to attempt to include both minority business enterprise (MBE’s) and woman business enterprises (WBE’s) to the greatest extent practicable within procurement guidelines. This shall be accomplished by undertaking at least the following steps, realizing that there are very few minority-owned businesses or female-owned businesses in Warren County.

1) maintain the list of minority contracts in the County files

2) supplement this list with any other known minority or female businesses in the area which are not on the list.

3) send a direct written notice to minority or female businesses when an appropriate procurement possibility is presented.
4) encourage eligible contractors to use minority or female subcontractors to the
greatest extent feasible.

5) prohibit recipients from discriminating against businesses on the basis of race,
creed, color, sex, handicap, or place of national origin.

6) prohibit contractors from discriminating against subcontractors on the basis of
race, creed, color, sex, handicap, or place of national origin.

7) encourage minority or female subcontractors to attempt to directly bid jobs as
general contractors.

8) encourage qualified minority or female crafts persons to attempt to undertake
jobs as subcontractors or general contractors.

XI. PREVAILING WAGE REQUIREMENTS (ORC SECTION 4115):

A. Construction on any project or facility deemed to be a public improvement is subject to
prevailing wages. The threshold for the payment of prevailing wages on public improvement projects
is adjusted every two years by the Director of Industrial Relations. Please check with OMB for current
thresholds. The law defines these two separate categories of construction as follows:

1) New construction of any public improvement, if the cost exceeds the current threshold
   and is performed by other than full-time employees who have completed their
   probationary periods in the classified service of the County (employees on probation
   must be paid prevailing wages on such projects).

2) Any reconstruction, enlargement, alteration, repair, remodeling, renovation or painting
   of any public improvement, if the cost exceeds the current threshold and is performed
   by other than full-time employees who have completed their probationary periods in
   the classified service of the County.

B. The prevailing wage law prohibits any person, firm, corporation or public authority that
constructs a public improvement from paying any employee (other than full-time employees
who have completed their probationary periods in the classified civil service) less than the
prevailing wage rate. The law also prohibits any employer from deducting the cost of food,
sleeping accommodations, transportation, tools and other items necessary for performance of
the work from the employees' wage unless an agreement has been entered into between the
employer and the employees and the agreement has been submitted and approved by the
public authority.

C. The law prohibits the County from subdividing any project into component parts or projects,
the cost of which is less than the threshold for the purpose of circumventing the prevailing
wage law. Public improvement projects may be treated as separate projects provided they are
conceptually separate and unrelated to each other or encompass independent and unrelated
needs of the public authority.

D. A prevailing wage determination must be obtained from the State Department of Industrial
Relations prior to advertising for bids or the undertaking of contraction for each project
involving prevailing wages. The response time for such requests is usually seven to ten days;
therefore, it is important to request the determination in a timely manner. The OMB has order
forms and phone numbers for ordering prevailing wage determinations.
E. For each public improvement project a department employee shall be designated to serve as Prevailing Wage Coordinator during the life of the contract. The duties of the Prevailing Wage Coordinator are defined under ORC Section 4115.071.

F. The threshold for the payment of prevailing wages on public improvement project utilizing Federal funds are $2,000 regardless of the construction category.

Warren County Procurement Policy
Revised this.

WARREN COUNTY BOARD OF COMMISSIONERS

______________________________________________
Dave Young, President

______________________________________________
Tom Grossmann

______________________________________________
Pat Arnold South
ATTACHMENT "A"

OHIO REVISED CODE REQUIREMENTS FOR COMPETITIVE BIDDING

1. **CRITERIA:**

Ohio law requires competitive (formal) bidding for items costing in excess of $50,000. This limitation is intended to apply to each individual purchase or lease. ORC Section 307.86 does not define what constitutes an individual purchase or lease, however, it is the intent of the threshold limitation to be interpreted as relating separately to any purchase or lease which may reasonably and in good faith be deemed to constitute a separate contract or purchase.

Note: Each purchase will be looked at individually in order to determine if the purchase must be competitively bid. The OMB should be consulted to make this determination based on local, state and federal law and/or regulation.

2. **EXEMPTIONS:**

ORC Section 307.86 provides exemptions to competitive bidding. Competitive bidding is not required when one of the following conditions exists:

A. The Board of Commissioners, by a unanimous vote of its members, makes a determination that a real and present emergency exists and such determination, and the reasons therefore, are entered in the minutes of the proceedings of the Board when: 1) the estimated cost is less than $100,000; or 2) there is actual physical disaster to structures, radio communications equipment, or computers.

Whenever a contract for purchase, lease, or construction is exempted from competitive bidding as discussed above because the estimated cost is less than $100,000, but is $50,000 or more, the County or contracting authority shall solicit informal estimates from no fewer than three firms who could perform the contract, before awarding the contract. For each contract submitted, the County, or contracting authority, will maintain a record of such estimates, including the name of each person from whom an estimate is solicited, for no less than one year after the contract is awarded.

If federal funds are involved, and the cost exceeds $25,000, the County will follow federal requirements as set forth in "Uniform Administrative Requirements and Cooperative Agreements" to State and Local Governments and "OMB Circular 102."

B. The purchase consists of supplies, or a replacement or supplemental part or parts for a product or equipment owned or leased by the County, and the only source of supply is limited to a single supplier.

C. The purchase is from the Federal government, State, another County or contracting authority thereof, a Board of Education, Township or Municipal Corporation.

D. Public social services are purchased by the County Department of Human Services under ORC Section 329.04. For purchase of service contracts, Warren County Department of
Human Services will refer to the Title XX Purchase of Service procedures.

E. Human and social services are purchased by the Board of Commissioners from non-profit corporations or associations under programs which are funded entirely by the Federal government.

F. The purchase consists of any form of insurance policy or contract authorized to be issued Under the ORC or any form of health care contract or plan authorized to be issued under the ORC and subject to provisions under this Section.

G. The purchase consists of computer hardware, software, or consulting services that are Necessary to implement a computerized case management automation project administered by the Ohio Prosecuting Attorney's association and funded by a grant from the federal government.

H. Child day-care services are purchased for provision of county employees.

3. NOTICE:

ORC Section 307.87 outlines the requirements for the notice of competitive bidding and the contents of the notice. When the Board of County Commissioners is required to bid competitively, the notice of competitive bidding shall be given in the following manner:

A. Notice will be published for one week in a newspaper of general circulation and for two consecutive weeks on the County internet web page, preceding the day of the opening of bids for any purchase, lease, lease with option or agreement to purchase, or construction contract in excess of $25,000. The Board of County Commissioners may also cause notice to be inserted in trade papers or other publication designed by it.

Notices shall state:

1) A general description of subject of the proposed contract and the time and place where the plans and specification or itemized list of supplies, facilities, or equipment and estimated quantities can be obtained or examined.

2) The time and place where bids will be opened.

3) The time and place for filing bids.

4) The terms of the proposed purchase.

5) Conditions under which bids will be received.

B. The Board of County Commissioners shall also maintain in the Warren County Administration Building a bulletin board upon which it shall post and maintain a copy of such notice for at least two weeks preceding the day of the opening of the bids.

4. CONTENTS:

ORC Section 307.88 outlines the contents of the bids and the requirements for a bond. Bids submitted shall be in a form prescribed by the Board of County Commissioners and filed in a sealed envelope at the time and place mentioned in the advertisement. The bids received shall be opened and tabulated at
the time stated in the notice. Each bid shall contain the full name of each person or company submitting a bid. If the bid is in excess of $50,000 and for a contract for the construction, demolition, alteration, repair, or reconstruction of an improvement, it must meet the requirements of ORC Section 153.54. This section requires each bidder to file a bid guarantee with the bid in the form of either a bond for the full amount of the bid or a certified check, cashier's check or letter of credit equal to ten (10%) percent of the bid.

If the bid is in excess of $50,000 and for any other type of contract not listed in the previous paragraph and authorized by ORC Section 307.86 to 307.92, it shall be accompanied by a bond or certified check on a solvent bank in a reasonable amount stated in the advertisement but not to exceed five (5%) percent of the bid, conditioned that the bidder shall, if his bid is accepted, execute and contract in conformity to the invitation and his bid. Bonding requirements may be waived (Section 307.88(B)) on contracts up to $50,000 in order to encourage small minority and female businesses to participate. The Board of Commissioners shall have sole determination as to when such waivers are appropriate.

5. **ACCEPTANCE:**

ORC Section 307.89 outlines the requirements for acceptance of bids and bonds.

6. **CONTRACT LET TO LOWEST BIDDER:**

ORC Section 307.90 states that the award of all contracts subject to ORC Section 307.86 to 307.92 shall be made to the lowest and best (most responsive) bidder. The contracting authority may reject all bids.

7. **ACTION WHEN ALL BIDS ARE REJECTED:**

Pursuant to ORC Section 307.91 when the contracting authority rejects all bids, it may either re-advertise, using the original estimate, or amend the estimate and proceed to advertise in the manner provided for advertisement in ORC Section 307.86.
INFORMAL PRICE QUOTATION FORM

ATTACHMENT “B”

This form is to be filled out in its entirety when purchasing items anticipated to cost $1,000 or more in the aggregate. If less than 3 quotes are indicated, please note the reason at the bottom of this page and/or attach justifying documentation.

Department/Office: ___________________________ Date: ___________________________

Purchase Order Number: _______________ Item Description: ___________________________

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ASSURANCES – Area 12

Accessibility - Section 508 of the Rehabilitation Act of 1973, as amended - Requires that federally funded program providers make their electronic information and technology accessible to people with disabilities;

Audits – 2 CFR 200.501 and Single Audit Act Amendments of 1996 - organization-wide or program-specific audits shall be performed;

Disability - that there will be compliance with the Architectural Barriers Act of 1968, Sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990;

Drug-Free Workplace – Drug-Free Workplace Act of 1988 – requires all organizations to maintain a drug-free workplace;

Fire Safety – 15 USC 2225a – ensure that all space for conferences, meetings, conventions or training seminars funded in whole or in part complies with the protection and control guidelines of the Hotel and Motel Fired Safety Act (Public Law 101-391);

Nondiscrimination - Section 188 of the Workforce Innovation and Opportunity Act (WIOA) - Requires applying nondiscrimination provisions in the administration of programs and activities for all eligible individuals, including individuals with disabilities;

Nondiscrimination - Section 188 of the Workforce Investment Act of 1998 (WIA) - Requires applying nondiscrimination provisions in the administration of programs and activities for all eligible individuals, including individuals with disabilities;

Nondiscrimination - Title VI of the Civil Rights Act of 1964, as amended – Prohibits discrimination on the bases of race, color, and national origin under any program receiving federal financial assistance;

Nondiscrimination - Title VII of the Civil Rights Act of 1964, as amended - Prohibits discrimination on the basis of race, color, religion, sex or national origin in employment;

Nondiscrimination - Title II of the Genetic Information Nondiscrimination Act of 2008 - Prohibits discrimination in employment on the basis of genetic information;

Nondiscrimination - Title V of the Older Americans Act of 1965 - Prohibits discrimination based on race, color, religion, sex, national original, age disability or political affiliation or beliefs in any program funded in part with Senior Community Services Employment Program funds;

Nondiscrimination - Title IX of the Education Amendments of 1972, as amended - Requires applying nondiscrimination provisions, based on sex, in educational programs;

Nondiscrimination - Title I (Employment) Americans with Disabilities Act (ADA) - Prohibits state and local governments, from discriminating against qualified individuals with disabilities in job application procedures, hiring, firing, advancement, compensation, job training, and other terms, conditions, and privileges of employment;

Nondiscrimination - Title II (State and Local Governments) Americans with Disabilities Act (ADA) - Prohibits qualified individuals with disabilities from discrimination in services, programs, and activities;
**Nondiscrimination** - [Section 504 of the Rehabilitation Act of 1973, as amended](#) - Prohibits discrimination against qualified individuals with disabilities;

**Nondiscrimination** - [Age Discrimination Act of 1975, as amended](#) - Prohibits discrimination on the basis of age;

**Nondiscrimination** - [Title 29 CFR Part 31](#) Nondiscrimination in federally-assisted programs of the Department of Labor, effectuation of Title VI of the Civil Rights Act of 1964

**Nondiscrimination** - Title 29 CFR Part 32 Nondiscrimination on the basis of disability in programs and activities receiving or benefiting from federal assistance;

**Nondiscrimination** - Title 29 CFR Part 33 Enforcement of nondiscrimination on the basis of disability in programs or activities conducted by the Department of Labor;

**Nondiscrimination** - Title 29 CFR Part 35 Nondiscrimination on the basis of age in programs or activities receiving federal financial assistance from the Department of Labor;


**Nondiscrimination** - Title 29 CFR Part 38 Implementation of the Nondiscrimination and Equal Opportunity provisions of the Workforce Innovation and Opportunity Act;

**Nondiscrimination** - [Executive Order 13160](#) Nondiscrimination on the basis of race, sex, color, national origin, disability, religion, age, sexual orientation, and status as a parent in federally conducted education and training Programs;

**Nondiscrimination** - Executive Order 13279 - Nondiscrimination against grant seeking organizations on the basis of religion in the administration or distribution of federal financial assistance under social service programs, including grants, contracts, and loans;

**Nondiscrimination** - that collection and maintenance of data necessary to show compliance with the nondiscrimination provisions of WIA and [WIOA Section 188](#), as provided in the regulations implementing that section, will be completed;

**Personally Identifiable Information (PII)** – [Training and Guidance Letter 39-11](#) – must recognize and safeguard PII except where disclosure is allowed by prior written approval of the Grant Officer or by court order;

**Procurement** – Uniform Administrative Requirements – [2 CFR 200-317-36](#) – all procurement transactions to be conducted in a manner to provide, to the maximum extent practical, open and free competition;

**Publicity** – no funds shall be used for publicity or propaganda purposes, preparation or distribution or use of any kit, pamphlet, booklet, publication, radio, television or film presentation designed to support or defeat legislation pending before the Congress or any state/local legislature or legislative body, except in presentation to the Congress or any state/local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government. Nor shall grant funds be used to pay the salary or expenses of any recipient or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations regulation, administrative action, or Executive Order proposed or pending before the Congress, or any state government, state
legislature or local legislature body other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a state, local or tribal government in policymaking and administrative processes within the executive branch of that government;

**Salary/Bonus** – Public Law 113-235, Division G, Title I, Section 105 – none of the funds appropriated under the heading “Employment and Training” shall be used by a recipient or sub-recipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II. Further clarification can be found in TEGL 5-06;

**Veteran Priority of Service** - Public Law 107-288; Jobs for Veterans Act - Priority of service for veterans (including veterans, eligible spouses, widows and widowers of service members) in qualified job training programs;

**Veterans** - Public Law 112-56: Vow to Hire Heroes Act of 2011 - Establishes guidelines for service providers who are providing employment, training, academic or rehabilitation services for military veterans;

**Veterans** - that veterans will be afforded employment and training activities authorized in WIA and WIOA Section 134, and the activities authorized in Chapters 41 and 42 of Title 38 US code, and in compliance with the veterans' priority established in the Jobs for Veterans Act. (38 USC 4215), U.S. Department of Labor, Training and Employment Guidance Letter 5-03 and Minnesota's Executive Order 06-02;

**CERTIFICATIONS**

By signing and submitting this plan, the local area board is certifying on behalf of itself and the subgrantee, where applicable:

A. That this *WIOA Southwest Ohio Region Strategic Plan* was prepared and is in accordance with all applicable titles of the WIOA Act of 2014, Title V of the Older Americans Act, applicable Ohio state statutes and that it is consistent with Ohio's current and future state plans;

B. that it has provided at least a thirty day period for public comment and input into the development of plan by members of the local area board and the public (including persons with disabilities) and has provided information regarding the plan and the planning process, including the plan and supporting documentation, in alternative formats when requested and that any comments representing disagreement with the plan are included with the local plan forwarded to the Ohio Department of Job and Family Services (as the Governor's representative)

C. that the public (including individuals with disabilities) have access to all of the local area boards’ and its components’ meetings and information regarding the local area boards’ and its components’ activities;

D. that fiscal control and fund accounting procedures necessary to ensure the proper disbursement of, and accounting for, funds paid through the allotments funded through the contract/master agreement issued by the Ohio Department of Job and Family Services have been established;
E. that it is, and will maintain certified status as local area boards (Area 12 and Area 13);
F. that it will comply with the confidentiality requirements of WIA Section 136 (f)(3) and WIOA Section 116 (i)(3)
G. that the respective contract/master agreement and all assurances will be followed;
H. that it will ensure that no funds covered under the contract/master agreement are used to assist, promote, or deter union organizing;
I. that this plan was developed in by and with the members and staff of the local area boards for Area 12 and Area 13;
J. that it acknowledges the specific performance standards for each of its programs and will strive to meet them;
K. that the local area board members will not act in a manner that would create a conflict of interest as identified in 20 CFR 667.200(a)(4), including voting on any matter regarding the provision of service by that member or the entity that s/he represents and any matter that would provide a financial benefit to that member or to his or her immediate family;
L. that local area board and staff are aware of OhioMeansJobs services in Butler, Clermont, Hamilton and Warren counties, and are working with and referring to the OMJ Centers those services as appropriate;
M. that all staff are provided the opportunity to participate in appropriate staff training; and that, if applicable, the local area boards must maintain the currency of its information in the appropriate fiscal management system(s) until submission of the final financial report or receipt of the final payment, whichever is later.
SIGNATURE PAGE

Workforce Development Area 12 (WIBBCW)
WORKFORCE INVESTMENT BOARD | Butler-Clermont-Warren

Name and Contact Information for the Local Area Board Chair and WIBBCW Director:

Name ______________________________  Name ______________________________
Title ______________________________  Title ______________________________
Organization __________________________  Organization __________________________
Address ______________________________  Address ______________________________
City, State, ZIP Code ___________________  City, State, Zip Code ___________________
Phone _______________________________  Phone _______________________________
E-mail ______________________________  E-mail ______________________________

Name and Contact Information for Chief Elected Official(s) of the County Boards of Commissioners for Butler County, Clermont County and Warren County

Name ______________________________  Name ______________________________
Title ______________________________  Title ______________________________
Organization __________________________  Organization __________________________
Address ______________________________  Address ______________________________
City, State, ZIP Code ___________________  City, State, Zip Code ___________________
Phone _______________________________  Phone _______________________________
E-mail ______________________________  E-mail ______________________________
We, the undersigned, attest that this submittal is for the 2017-2021 WIOA required Southwest Ohio Region Strategic Plan for Workforce Development Area 12 and Area 13 and hereby certify that this Plan has been prepared as required, and is in accordance with all applicable state and federal laws, rules and regulations.

Local Area 12 Board Chair

Name __________________________
Signature ________________________
Date ____________________________

President of Butler County Board of Commissioners

Name __________________________
Signature ________________________
Date ____________________________

President of Clermont County Commissioners

Name __________________________
Signature ________________________
Date ____________________________

President of Warren County of Board of Commissioners

Name __________________________
Signature ________________________
Date ____________________________
Local Plan Addendum for Area 13
Workforce Development System
VI. Addendum - Area 13 Local Plan – Southwest Ohio Region Workforce Investment Board - SWORWIB

WORKFORCE INNOVATION AND OPPORTUNITY ACT

LOCAL PLAN ADDENDUM

for Area 13

a part of the
SOUTHWEST OHIO REGION

Area 13 includes: City of Cincinnati/Hamilton County

Program Years 2017 - 2021
1. Description of the Local Workforce Development System

LOCAL AREA 13 – The workforce development system in the local area that identifies:

- The programs that are included in the system

The SWORWIB’s vision is to lead the way in public workforce innovation, providing outstanding service to our diverse customer base, community and region. The SWORWIB mission is to provide our employers with a prepared workforce by connecting jobseeking customers to opportunities that build their career readiness, thereby contributing to the growth of our community and region.

Working to support the SWORWIB’s mission in collaboration with core partners and support organizations, OhioMeansJobs|Cincinnati-Hamilton County provides the services required under WIOA, which will be outlined in a separate section of the Plan.

The following core partners are integral to the services provided to jobseekers and employers in Area 13:

**Adult Basic Literacy and Education (ABLE).** Helps adults get the basic skills they need including reading, writing, math, English language proficiency, and problem-solving to be productive workers, family members, and citizens.

**Carl D. Perkins Act.** Provides an increased focus on the academic achievement of career and technical education students, strengthen the connections between secondary and postsecondary education, and improve state and local accountability.

**Community Services Block Grant (CSBG).** Offers supportive services and activities for low-income individuals, including employment and training opportunities to alleviate the causes and conditions of poverty in communities.

**Comprehensive Case Management Employment Program (CCMEP).** Utilizes the funding from Temporary Assistance for Needy Families and Workforce Innovation and Opportunity Act to help the emerging workforce prepare for and find meaningful employment and become the key to Ohio’s economic success, and to breaking the cycle of poverty for thousands of Ohioans.

**Occupational Skills Training.** Provides cost-effective, worker training programs through vetted providers to help individuals learn marketable skills.
Supplemental Nutrition Assistance Program (SNAP). Supplies nutrition assistance to eligible, low-income individuals and families and provides economic benefits to communities by serving as a domestic hunger safety net.

**Supportive Service Programs.** Offers direct assistance for items such as transportation, child care, housing, and work-related clothing and tools, well as referrals for help with substance abuse counseling, mental health issues, legal problems, and other barriers to employment.

**Temporary Assistance for Needy Families (TANF).** Provides families with financial assistance and related support services, including childcare assistance, job preparation, and work assistance.

**Title V Older Workers.** Assists mature workers through the Senior Community Service Employment Program (SCSEP) that enables low-income senior citizens to earn and learn while working in local programs that serve their communities.

**Trade Adjustment Assistance (TAA).** Provides workers who have lost their jobs due to foreign trade opportunities to obtain the skills, resources, and support they need to become reemployed.

**Unemployment Compensation.** Gives workers, whose jobs have been terminated through no fault of their own, monetary payments for a given period of time, or until they find new jobs.

**Veterans Employment and Training.** Helps veterans, reservists, and National Guard members in securing employment and the rights and benefits associated with such.

**Vocational Rehabilitation Act.** Assists in minimizing functional, psychological, developmental, cognitive, and emotional impairments or health disabilities so individuals can overcome barriers to accessing, maintaining or returning to employment or other useful occupation.

**Wagner-Peyser Act.** Provides a variety of employment-related labor exchange services such as job search, job referral, job placement, re-employment assistance to unemployment compensation claimants, labor market information, and recruitment help to employers with job openings.

- **Location of One Stop center in the local workforce development area**

WIOA requires each Local Workforce Area to establish a physical and online One Stop delivery system that enables job seekers and employers to easily access the broad array of workforce development programs and resources outlined above.
OhioMeansJobs|Cincinnati-Hamilton County serves the Cincinnati metropolitan area and surrounding outskirts of Hamilton County. The Center is located at 1916 Central Parkway, Cincinnati, OH 45241, (513) 946-7200.

Information regarding resources available at OhioMeansJobs|Cincinnati-Hamilton County is available at [www.omj-cinham.org](http://www.omj-cinham.org).

2. An explanation of the One Stop delivery system in the local area, including:
   - How the local board will ensure the continuous improvement of eligible providers of services through the system and that such providers will meet the employment needs of local employers, workers and jobseekers

Historically under WIA, Ohio Workforce Areas conducted or didn’t conduct their own review of Training Providers for eligibility in different ways or relying on state registration systems. Now under WIOA, each state is required to develop comparative analysis of training, provide performance results and publically publish the performance results to better inform customers.

Since March 2016, the State of Ohio has been working with training providers to load into the new state system Workforce Inventory of Education and Training (WIET). Area 13 accepts new applications for Training Providers and re-certification of current
Training Providers only once a year. The application and re-certification period under WIOA for 2016-2017 began July 1, 2016 with a deadline of August 1, 2016 for receipt of all requested data. Area 13 will conduct this process annually as the state WIET gets its trial run. When performance data by workforce areas becomes available to workforce boards, Area 13 will adjust accordingly.

The Southwest Ohio Region Workforce Investment Board (SWORWIB) covering Ohio WIOA Area 13 is committed to supporting the technical training and upgrading of skills for as many of Hamilton County citizens as possible with limited funds. The goal of the Individual Training Accounts (ITA) training support is to improve work-based occupational skills in order to obtain employment. New provider applicants must provide evidence of meeting performance criteria for at least two years with customers of similar demographics as WIOA customers. Current providers are required to provide customer by customer outcomes related to our criteria on an annual basis as part of their re-evaluation.

As the federal government determines public spending for workforce development funds available for training funding, Eligible Training Providers are impacted. The SWORWIB has determined periodically that there are no funds available and Individual Training Accounts have been suspended. Additionally, both the federal government and the State of Ohio are requiring more direct connections with employers to assure employment results and therefore are encouraging WIOA areas to utilize local funds more for On-the-Job Training directly with employers. This also affects availability of funds for Individual Training Accounts.

The new federal workforce legislation, WIOA of 2014, signed into law by President Obama on July 22, 2014, requires evaluation of the completion and employment metrics of eligible training providers. The SWORWIB has conducted such evaluations in order to encourage “informed customer choice” with our training investments and looks forward to the state’s WIET system providing the data in the future.

**Eligible Training Provider Registration and Local Approval Process**

To avoid perceptions of conflicted interest or preferential treatment, the process of training provider eligibility is managed by the SWORWIB which confirms the approved providers for Area 13. Although reverse referrals from employers and trainers are not prohibited, historically, there have been issues raised about favoritism and inappropriate deployment of limited resources away from our service area, so the SWORWIB will also evaluate volume of business with results for City of Cincinnati-Hamilton County residents and employers. The SWORWIB has been a leader and collaborator in Career Pathway and Industry Sector Partners since 1998. Training selections based on these initiatives are designed to serve employers and jobseekers and not particular training institutions unless required by foundation or state or federal governmental grant resources. In these cases this is not favoritism by the SWORWIB but the result of funder expectation or selection. The
One stop Center is responsible for career coaching, assisting eligible training customers, contracting and paying for training as well as obtaining and evaluating ETP data, resolving customer issues with training providers and receiving refunds from ETPs.

**Step 1**
To register as a training provider in Ohio, you must register with the State of Ohio at the state’s WIET website at https://owcms.ohio.gov/wiet/ and complete the registration process. Please note the WIET registration is a two-step process. First, the learning institution must be approved as an eligible training provider by meeting all the required information. Second, once approved as a training provider, the contact or authorized staff must login to add the program offerings. Please note that when adding programs, the provider cannot cut and paste a link to the course catalog. Each program must be entered separately as they are approved individually.

**Step 2**
Following your registration with WIET, notify the SWORWIB of your status. Registering and being listed as registered by the State of Ohio as a training provider does not mean you are approved to provide services in Area # 13.

**Step 3**
Once the programs have been entered and confirmation of entry completion obtained, contact the SWORWIB for additional information. Please remember that being approved at state system level does not mean you are approved to provide services in Area 13. The Training Provider will be expected to provide documentation of meeting the performance criteria listed below for the past two years if a new provider to Area 13 and the last program funding year (ending June 30) for all existing training providers previously approved by the SWORWIB.

**Prioritized Industry Sector List:**

WIOA requires Workforce Investment Boards to prioritize training dollars to align with in-demand occupations and industries for economic development activities in the service area. After careful research into the employment conditions and growth careers in WIOA Area 13, the Southwest Ohio Region Workforce Investment Board (SWORWIB) has approved the following prioritized Industry Sectors. Those with an asterisk* are sectors for which the SWORWIB partners with specific career pathway collaboratives.

- Hospitals, Healthcare and Life Sciences*
- Finances and Insurance
- Advanced Manufacturing (biomedical, aerospace, chemical, agri-flavoring and green)*
- Transportation, Distribution and Logistics*
- Information Technology*
- Sales, Professional and Technical Services
Construction and Skilled Trades*
Administrative and Supervisory*
Hospitality and Recreation

Outcome Performance Criteria Required of Training Providers

The goal of the Individual Training Accounts (ITA) training support is to improve work-based occupational skills in order to obtain employment via short term training (less than 1 year). The Southwest Ohio Region Workforce Investment Board has established the following performance criteria for approval of new and re-approval of established Eligible Training Providers:

1. The SWORWIB will accept annual applications for Training Providers (new or renewal) only once a year. The open eligibility application time frame will be posted on www.SWORWIB.org.
2. The Training Programs approved must be within the SWORWIB established Priority Industry Sectors posted and updated on the website and in alignment with state in-demand industries and occupations data.
3. The Training Provider must provide documentation that 60% of WIOA customers have completed training.
4. The Training Provider must provide documentation that 60% of the WIOA customers completing training are employed, where they are employed and the field of employment relative to the training received.
5. The Training Provider must provide documentation of the wages of those working customers. The SWORWIB aims for
6. $12.00 minimum starting wage after training individually and by annual wage averages.
7. The Training Provider must provide proof of transferability of credits or recognition within the state stackable credentialing under the University System of Ohio or industry recognized certificates and/or credentials.
8. The Training Provider must justify their charges as legitimate public value received based on a price analysis for training costs.
9. The Training Provider must have had a minimum number of complaints and resolved these complaints to the satisfaction of the SWORWIB.
10. The Training Provider must participate willingly and in a timely manner in data resolution, verifications, problem resolution and other documentation necessary to evaluate satisfactory performance for the use of public workforce training investments.
11. The Training Provider must be conveniently located to serve our customers.
12. For evaluation outcomes the SWORWIB uses data provided by the training provider and reviewed by the OMJ Center from information in the OMJ case management system recorded in the state database. We also follow news media releases and federally posted concerns about training institution practices and results.
Refund Policy

The SWORWIB requires approved ETP’s to adhere to our refund policy, not their individual practices. Our policy is to pay the ETP 50% of the total cost at enrollment and 50% at completion. Requests for exception with cause must be presented to the SWORWIB.

Free Training Policy

Training providers who provide free training for customers similar to WIOA customers will not be approved for fee-based training at cost to the SWORWIB, but rather customers seeking such training will be referred to the free providers.

Contracts and Annual ETP Forum

The contract for ETPs is with the OMJ operator and is required to include these policies. An annual ETP forum is jointly sponsored by the OMJ Center Operator and the SWORWIB to review the policies, expectations, contract and payment procedures, as well as any updates related to the new state WIET system.

- How the local board will facilitate access to services provided through the One Stop delivery system through the use of technology and other means

Social Media

OhioMeansJobs.com is a significant contributor to the ability to reach out to employers and job seekers and provide them with an online platform for posting jobs and resumes, respectively. The use of Facebook, Twitter and other social media outlets provide customers with an opportunity to capture up-to-date information on resources available at the One Stop.

On-line Access and Training Options

Access to the www.OMJ.cin-ham.org website provides a plethora of information including the online calendar posting hiring events, training and enrollment sessions. For those customers comfortable with the use of cell phones, current information is accessible at their fingertips. Communication with OMJ staff and partners is readily accessible through these options as well.

In addition, OhioMeansJobs|Cincinnati-Hamilton County has Internet and WI-FI access for customer use. Partner programs are also accessible online and numerous online training programs are promoted by One Stop staff such as Lynda.com provided by the Public Library of Cincinnati-Hamilton County.
How entities within the One Stop system, including OhioMeansJobs center operators and partners, will comply with section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990, regarding the physical and programmatic accessibility of facilities, programs and services, technology and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities.

In July 2015, the SWORWIB developed a committee to address the barriers for Ohioans with disabilities (OMJ4PWD). Areas of concern addressed by the committee are listed below:

- Lack of connections to the disability community
- Lack of connections to special education programs at local schools
- Lack of OMJ Center staff awareness and preparedness to service people with disabilities
- Lack of effective strategies for co-enrollment and referrals

Proposals to address barriers for both customers and staff include:

- Strategic outreach to the disability community
- Networking services with Opportunities for Ohioans with Disabilities
- Web based training and assistive technology
- Public parking at the OMJ Center front entrance with signage

Efforts underway include:

- The OMJ4PWD committee which meets quarterly to review issues and concerns for the population of people with disabilities.
- A Windmills training overview was presented at the Quarterly Board Meeting in May 2016.
- A full range of assistive technology to serve people disabilities is available in a private area of the OMJ Resource Center.
- The Comprehensive Case Management and Employment Program (CCMEP) is providing more accurate tracking of people served who report a disability.

Results of the above efforts:

OMJ|Cincinnati-Hamilton County has made the following modifications to the location/building:

- Multiple handicapped parking spaces
- Designated street access for disability accessible vans
- ADA-compliant entry way concrete and doors
The OMJ Resources Center is equipped with the following assistive technologies:

- Devoted PCs with the following capabilities for job seekers with disabilities and veterans with disabilities:
  - Zoom Text
  - Dragon Naturally Speaking
  - Big Keys LX Keyboard
  - Accessible Mouse
  - VideoPhone

- A flyer/handout specifically designed for individuals with disabilities:

- How the board will coordinate with the regional JobsOhio

Designed to incorporate Ohio's major metropolitan areas, the state designated six primary geographic regions - each with specific industry strengths and resources. They form the JobsOhio Network, a network of economic development professionals with the local contacts and expertise you need to locate or expand your business. The Regional Economic Development Initiative (REDI-Cincinnati) is the regional economic development partner for the 15-county region at the intersection of Ohio, Kentucky and Indiana.

As the JobsOhio Southwest Ohio network partner, REDI Cincinnati helps companies explore expansion or relocation options while connecting them with available funding and regional business leaders. Both the SWORWIB and WIBBCW are integral contributors to the mission of REDI and work collaboratively to support talent management initiatives and economic development projects that impact the Southwest Ohio Region.
REDI realizes the impact of the regional business environment represented by Fortune® 500 and 1000 companies, a talented workforce, a central location and energetic urban cores, and works diligently to collaborate with workforce agencies, current and future employers and education and training partners.

Economic development projects currently underway or projected short-term that will affect Southwest Ohio workforce strategies and align with the goals of JobsOhio are listed below:

HAND UP INITIATIVE – PROGRAM DESCRIPTION

The Hand Up Initiative is a program managed by the City’s Department of Community and Economic Development. The program is funded using Community Development Block Grant funds and as such, it is limited to serving residents in the City of Cincinnati’s low-moderate income census tracts.

Hand Up, through its partners, links unemployed and underemployed residents to job readiness training, job-specific training, job search support, job retention services, career advancement services, and transportation assistance. Additionally, Hand Up Initiative partner organizations are tasked with assisting clients with the removal of several barriers that may prevent them from maintaining employment.

Partners in the Project

The City currently works with seven (7) partners, also referred to as ‘service providers’, to address the multiple needs of both job seekers and employers. Those partners are as follows:

- Cincinnati-Hamilton County Community Action Agency
- Cincinnati Works
- Easter Seals TriState
- Freestore Foodbank
- IKRON Corporation
- Mercy Neighborhood Ministries
- Greater Cincinnati Urban League

In addition to working with partner organizations, the Hand Up Initiative uses a Steering Committee composed of members of the target communities and representatives of community development corporations working in those target neighborhoods. The Hand Up Steering Committee serves as the conduit between the partner organizations, residents of the community, and the City of Cincinnati.

Current Status: Hand Up began in May of 2015 and is currently in its second year. From May 2015 to the present, 567 residents in the target areas have completed job training, job-readiness, career counseling, or a combination of the aforementioned activities.
Impact on Workforce/Economic Development: Of the 567 individuals that completed training, 375 found employment at the completion of training or during the job search support portion of their respective programs. Due to the importance of the program to the City’s workforce development and poverty reduction efforts, the Department of Community and Economic Development has been able to leverage the training component of the Hand Up Initiative for a variety of economic development project—specifically the development of linkages between companies in the region and Hand Up’s ability to fill identifiable gaps in their labor force.

SWORWIB Connection: In addition to the Director of the City’s Department of Community and Economic Development—the department in which the Hand Up Initiative is managed, SWORWIB’s board consists of one of the partner organizations and one Hand Up Steering Committee member. This allows for collaboration and a consistent sharing of ‘best practices’ between the City, SWORWIB, and the Hand Up Steering Committee.

Impact on Workforce/Economic Development: Of the 444 individuals that completed training, 273 found employment at the completion of training or during the job search support portion of their respective programs. Due to the importance of the program to the City’s workforce development and poverty reduction efforts, the Department of Community and Economic Development has been able to leverage the training component of the Hand Up Initiative for a variety of economic development project—specifically the development of linkages between companies in the region and Hand Up’s ability to fill identifiable gaps in their labor force.

SWORWIB Connection: In addition to the Director of the City’s Department of Community and Economic Development—the department in which the Hand Up Initiative is managed, SWORWIB’s board consists of one of the partner organizations and one Hand Up Steering Committee member. This allows for collaboration and a consistent sharing of ‘best practices’ between the City, SWORWIB, and the Hand Up Steering Committee.

SUMMER YOUTH EMPLOYMENT – PROGRAM DESCRIPTION

The Summer Youth Employment Program has been overseen through the City of Cincinnati Community and Economic Development Department for over 5 years. The program is federally funded through the Community Development Block Grant. The job placement program is for youth who reside in the City of Cincinnati between the ages of 14-18. They receive training on proper work ethics, financial literacy and various job experiences. Youth are evaluated for job readiness before and after the program of 8 weeks. At least 51% of the youth from low to moderate income households benefit from the program.

The program provides youth with opportunities to explore career options in public, nonprofit and private organizations. The grant funds City Departments as well as two external organizations. One of the external organizations received direct allocation while the other external organization is selected through the City’s procurement process to primarily capture the private sector industry employment.
Partners in the Project: The Department of Community and Economic Development works with various other City departments and non-profit organizations to implement this program. The existing program partners include:

- Cincinnati Park Board
- Cincinnati Recreation Commission
- Cincinnati Police
- Cincinnati Fire Department
- Art Opportunities
- Greater Cincinnati Urban League

Several City departments participated with Urban League to have youth placed in their divisions, including Department of Community and Economic Development, Cincinnati Health Department, Public Services and Greater Cincinnati Water Works.

Donations received this year were from: Western and Southern, Procter and Gamble, and Duke Energy.

Current Status: From 2010-2014, 2,625 students participated in the program. During 2015, a total of 504 youth completed the program. In 2016, a total of 550 completed the program. All youth were provided job readiness and life skills training, job applications, resume development, interviewing skills, work ethics, financial literacy, time management, public speaking. Average length of the course is 8 weeks.

Impact on Workforce/Economic Development: The participants of this program are between the ages of 14-18. Our goal is to educate and inform youth within the age range on how to enter the work force and stay employed. The basic skills give them the tools to becoming gainfully employed during the summer months and beyond.

SWORWIB Connection: Currently, we do not have a direct relationship with SWORWIB regarding this program. However, we are willing to work with SWORWIB in the future to maximize on our efforts to improve our impact on the youth and future workforce.

**MADISON AND WHETSEL – PROJECT DESCRIPTION**

The Madison and Whetsel redevelopment project is a catalytic mixed-use development located at a pivotal intersection in the historic Madisonville business district. The first phase of the project will consist of the construction of 184 new market-rate and workforce apartment units, 8,000 SF of new rentable retail space, and 24,800 SF of new rentable office space. The project will also provide façade and tenant improvements to the Madison Center, an existing retail center of approximately 24,500 SF, and will preserve retail and housing options in two historic buildings located at this intersection.
Partners in the Project: The City worked with neighborhood stakeholders, including the Madisonville Community Urban Redevelopment Corporation (MCURC) and the Madisonville Community Council (MCC) to develop a Request for Qualifications (RFQ) for the redevelopment at Madison & Whetsel. Through this RFQ process, the Ackermann Group was chosen to submit a redevelopment proposal for Madison & Whetsel. Madisonville’s 2012 Quality of Life Plan and the input obtained through several stakeholder meetings informed the planning and design of this redevelopment project.

Current Status: The development agreement for Phase I of the Madison & Whetsel Redevelopment was approved by City Council in June. New Market Tax Credit awards are expected to be announced by the end of 2016. If the Ackermann Group receives its full allocation at this time, construction of Phase I is expected to begin in spring of 2017.

Impact on Workforce/Economic Development: The project will utilize investment of over $36 million to add 184 units of market rate and workforce housing in the center of Madisonville, along with retail and restaurant options and office space. This will serve to complement the revitalization that is already beginning to occur in Madisonville and will bring a mix of professional and service-oriented jobs to the neighborhood. Existing and new businesses will be benefited by increased foot traffic generated by both the new apartment units and the new office space. MCURC is also working closely with the Urban League of Greater Cincinnati to help Madisonville residents gain jobs and experience on the construction force for this redevelopment project.

SWORWIB Connection: The Madison & Whetsel redevelopment project addresses SWORWIB’s priorities by investing in creating and retaining jobs in Madisonville. The project also supports redevelopment of affordable housing and a safer environment.

- **The roles and resource contributions of the One Stop center partners**

The following programs are onsite or available to provide services to customers of OhioMeansJobs|Cincinnati-Hamilton County through formal and/or informal agreements.

**Urban League of Greater Cincinnati**

The mission of the Greater Cincinnati Urban League is to “transform generations by promoting personal empowerment and economic self-sufficiency.” The vision of the Greater Cincinnati Urban League is to have vibrant communities with thriving individuals, families, and businesses.”

The Urban League of Greater Cincinnati’s (ULGC) carries out its mission in three primary ways: 1) promoting an inclusive community; 2) workforce development; and 3) business development & entrepreneurship.
Promoting an Inclusive Community: A challenge for many companies is recruiting and retaining minority talent at their organizations. For over 20 years the Urban League has offered its African American Leadership Development Program (AALDP). Modeled after the Leadership Cincinnati program, the AALDP trains African American leaders of the future over a 10-month program.

Workforce Development: Helping a person to obtain meaningful employment is a basic tenant of economic self-sufficiency. The Urban League operates five workforce development programs including its flagship Solid Opportunities for Advancement and Retention (SOAR). Program components include self-exploration, financial literacy, understanding employer expectations, resume writing skills and online applications. Through workshops and trainings, the program also encompasses labor market information, job search strategies, interviewing techniques and basic computer literacy as well as professional job placement and retention assistance.

For the past five years the Urban League has placed over 400 people in new jobs at an average wage of $10.41/hour or $21,624 annually. That translates into $45.4 million of new spending power being injected into the local economy.

Business Development & Entrepreneurship (BD&E): While the creation of jobs is critical to an individual, being economically self-sufficient through the owning your own business can often lead to the creation of wealth that allows a person to financially take care of their family long into the future. Entrepreneurship is a cornerstone of the American free market system. The Urban League’s BD&E area is comprised of four different initiatives: Economic Empowerment Center, Small Business Development Center (SBDC), Women’s Business Council~Ohio River Valley and the Customer Contact Center (CCC). Whether it is underwriting a conference for women business owners, sponsoring a free educational series at the SBDC, growing the African American Business Development Program, or helping the CCC to grow and prosper, BD&E at the Urban League provides both quantitative and qualitative results in communities throughout Greater Cincinnati area. It provides technical assistance, mentoring, encouragement and hope for individuals and families as they pursue their own path in the American Dream.

Cincinnati Public Schools ABLE

Cincinnati Public Schools offers Adult Basic and Literacy Education (ABLE) programs, with free day and evening classes for adult learners. ABLE is part of the Ohio Board of Regents and the University System of Ohio. CPS’ ABLE program, serving adults since the 1960s, receives funds as part of a collaborative SWORWIB with Jewish Family Service, River City Correctional Center, Education Matters Center of East Price Hill and the YWCA.

CPS ABLE’s mission is to provide adults with educational opportunities to acquire the academic skills necessary to become more self-sufficient and participate more effectively as workers, family members and citizens. CPS ABLE serves adults age 18
and older who no longer are enrolled in K-12 educational programs and need to upgrade academic skills. (Children ages 16 and 17 may be served by ABLE, but they must be officially withdrawn from school.)

ABLE services include:

- Upgrade skills to prepare for college or other training programs
- Preparation for the GED exam
- Develop or enhance skills to succeed in the workplace
- Learn to speak English or improve English language skills
- Where are classes offered? ABLE sites are offered in SWORWIB with community agencies and are located throughout the city of Cincinnati. Classes are free and available year-round during the day and evening. Some sites offer free child care during classes.

Cincinnati Public Schools ABLE class sites include:

- CityLink Center
- Community Action Agency
- East End Learning Center
- Education Matters Center, East Price Hill
- Jewish Family Service (ESOL only)
- Mercy Neighborhood Ministries
- Queen City Vocational Center
- St. Vincent de Paul, Winton Terrace
- Urban League
- YWCA

City Link

CityLink is a city-wide initiative started by a group of social service agencies who recognized the need for integrated services. The founding partners reached out to the faith-based community for support in realizing their vision. CityLink leverages the strengths of various social service agencies in Cincinnati and continues to build support from a broad base of faith-based, corporate, foundation and individual supporters.

CityLink opened its doors in October of 2012 and officially launched in January of 2013, serving adults and their families from throughout the Greater Cincinnati region. This is a true collaboration where the sum of our efforts is greater than the total of our individual parts. The collaboration brings together the city’s top social services, volunteers from throughout the community, and community and church partners all focused on working together to impact lives.

CityLink partners with over 15 different area agencies to bring best in class services to our clients under one roof. Core Service Partners include Cincinnati Public Schools Adult Education, Cincinnati Works, Per Scholas and SmartMoney Community Services.
all of which are resident partners at the center. ChangingGears, Catholic Charities of Southwest Ohio, and Cincinnati Health Department are also resident partners providing Supporting Services along with visiting partners that include BeechAcres, FreeStore Foodbank (Ohio Benefits Bank), 4C for Children, PREP, and St Vincent DePaul.

City Link partners with churches to connect clients, volunteers, and support to the center. Churches comprising our Spiritual Advisory Council make the commitment annually to support CityLink through investing their church’s time, talent, and treasure. Additionally these members support the center with on-going prayer for our mission and provide guidance to our operations. Members of the 2016 Spiritual Advisory Council include Bright Star Community Church, Christ Emmanuel Christian Fellowship, Church of the Living God, College Hill Presbyterian, Compass Community Church, Consolation Baptist Church, Corinthian Baptist Church, Crossroads, Horizon Community Church, House of Hope, Landmark Baptist, Mariemont Community Church, peoples Church, Southern Baptist Church, Tried Stone New Beginning, and The Rock Church. Many more churches support CityLink through connecting clients to our services (over 242 churches) and volunteers to engage in our mission (over 78 churches).

**Community Action Agency (CAA)**

The Community Action Agency (CAA) acts as an advocate, provider and facilitator for the full range of public and private resources, programs and policies which give low- to moderate-income individuals the opportunity to improve the quality of life for themselves, their families and their communities.

CAA is a private, non-profit organization that has served as a lifeline for low-income children, adults and families throughout Hamilton County for more than four decades. The agency provides a safety net for those who have fallen and a ladder for those who are climbing. Delivering a seamless system of services, CAA and its 300 employees provide assistance with employment, supportive services, home energy efficiency, early childhood education, housing and youth programs. CAA is proud to be a part of the Cincinnati community devoted to ending poverty and empowering people to better their lives.

**Great Oaks Career Campuses**

Great Oaks, one of the largest career and technical education districts in the United States, has been providing career development, workforce development and economic development services to individuals, business, industry, labor, communities and other organizations in southwest Ohio since 1970. The educational programs and services available through Great Oaks enhance the lives of tens of thousands of people each year.

Great Oaks provides a very broad spectrum of services. They range from the coordination of career development services to students in grades K-12 in our thirty-six affiliated school districts; to technical foundations courses, co-op programs and other
classes that we offer in many of our affiliated high schools; to the career technical programs for high school juniors and seniors that are available at our four campuses. Many people are aware of the part-time programs that are offered to adults, and much more is offered through their Adult Workforce Development Division. Career changers and those who are entering or re-entering the workforce have access to assessment and counseling services. Full-time programs leading to careers in such high demand fields as practical nursing, automotive technology, aviation maintenance, IT, construction and heating, ventilating and air-conditioning are available.

Employers in the community tap into Great Oaks assessment, testing and customized training services to maximize the effectiveness of their workforce.

**Cincinnati Metropolitan Housing Authority**

The Cincinnati Metropolitan Housing Authority was established in December of 1933 under the provisions of the Ohio Housing Authority Law and is an asset to Hamilton County. For more than 80 years the agency has provided quality, affordable rental housing opportunities for individuals and families throughout the county.

The agency operates or administers three separate programs. Asset Management consists of 5,309 units owned and managed by CMHA. The Housing Choice Voucher can administer Housing Assistance Payments for 11,338 households. The agency also operates 274 units of other affordable rental housing. CMHA has established a Gold Performance Standard to ensure that the resources CMHA provides are meeting the needs of the residents of Hamilton County.

The M.O.V.E. program is designed to assist the residents, Section 3 and HCV participants to reduce barriers so they can achieve economic self-sufficiency. Currently there are three opportunities that fall under the M.O.V.E. program which are available. These include:

Employment Opportunity Program: Provides an opportunity to visit with area companies who are interested in hiring individuals to fill vacant and future positions. CMHA has dedicated an office so that individuals can come in and meet with potential employers, fill out applications, and sometimes on-site drug screening. These positions include:

- Warehouse
- Manufacturing (Food Preparation)
- Health Care Long-Term Care
- Rehabilitation Care
- General Manufacturing
- Janitorial
- General Maintenance
Sherwin-Williams Painting Class: Sherwin-Williams is the sponsor of a week long program that includes two days of classroom instructions and on the job training. Upon completion of the class, each participant will receive their “EPA Lead-Safe Certification, Sherwin-Williams Painter Training Certification, and tools/materials to get started in their new career. Each class size is 20 participants which may include Asset Management residents, HCV participants, and Section 3 individuals.

First Learning Initiative: CMHA’s First Learning Initiative is being developed to support successful early child education for children. This program is primarily for CMHA families with children between 18 months and five years of age. “First Learning” fits well with the “Opportunity”, “Empowerment”, and “Building SWORWIBs” goals of M.O.V.E. This initiative works with various daycare centers, pre-school programs and Head Start Programs and will promote the following core educational components:

- Teaching parents the learning stages of development;
- Fostering intense parent engagement in their child’s learning;
- Utilization of early learning games and education tools for families;
- Providing Alpha Phonics training for parents and children;
- Providing family support services to help-ensure educational success for our children;
- Commitment to frequently evaluate and assess our children;
- Commitment to establish common measures that are reported and shared by all service providers

**Job Corps**

Job Corps is a no-cost education and career technical training program administered by the U.S. Department of Labor that helps young people ages 16 through 24 improve the quality of their lives through career technical and academic training. The Job Corps program is authorized by Title I-C of the Workforce Innovation and Opportunity Act of 2014 (supersedes WIA 1998).

The Job Corps program’s mission is to teach eligible young people the skills they need to become employable and independent and placing them in meaningful jobs or further education. Cincinnati Job Corps Center is overseen by the Chicago Regional Office of Job Corps and is operated by Management and Training Corporation.

**Mature Services of Cincinnati**

The mission state of Mature Services is to provide high-quality programs to empower the economic, social, physical, and mental well-being of adults as they age. Mature Services’ diverse programming includes:

Avenues to Recovery is committed to eliminating barriers to recovery for middle age and older adults, striving to provide professional, specialized, high quality integrated mental health and addiction services that encourage, empower and support adults with
these treatable conditions. Mature Services advocates that older adults be valued and treated with respect and dignity, without stigma and discrimination due to age and/or the presence of addiction or mental health disorders. In addition, classes to increase awareness of general health and wellness issues, such as smoking cessation or diabetes, are sometimes offered in conjunction with our local partners.

Employment & Training Solutions are designed to train, inspire and empower mature job seekers whose many talents may otherwise be lost to the marketplace. An individual living in any of the several counties served need only make a phone call or visit one of our locations to discover that many employment opportunities are available. Thanks to the active collaboration maintained with employers and community-based agencies, Mature Services is able to provide a variety of work experience, training, and employment opportunities.

Home care & Supportive Services provide support to older adults and adults with disabilities to assist them in remaining independent in their own homes. Home care staff members visit client's homes according to a plan initiated by a nurse or social worker to perform tasks that the individual is unable to do, such as routine housekeeping, personal care, trash removal, and more. The division also assists older adults in identifying benefits and programs for which they may qualify. Home visits may be made and assistance provided with applying for utility programs, health benefits, food stamps, home repair programs, and various other services.

Mature Staffing Systems was developed to place mature workers in temporary, temp-to-hire, long-term and direct placements. Many companies also need assistance in developing step down retirement programs to not only retain their mature workers, but keep their skills and institutional knowledge that is critical to maintaining a competitive edge in today’s business environment. Serving Counties all over Ohio, Mature Staffing Systems is ready to assist them, as well as answering the need for experienced workers who can act as mentors to younger employees, demonstrating the commitment and strong work ethic that is such an integral part of the older worker's philosophy.

**Cincinnati State – Pathways to Employment Center (PTEC)**

PTEC is a ‘one-stop’ career assessment, planning and placement center that is accessible to the community. It aims to provide each individual with at least one credential that will demonstrate competency and skills to potential employers. PTEC is funded in part through monies received from a Department of Labor TAACCCT grant fund.

PTEC’s mission is simple: helping adult learners overcome obstacles that prevent timely completion of academic and career goals.

PTEC offers free services that include career interest assessments, academic advising, career coaching, and job placement assistance to:
- Trade impacted workers
- Returning veterans
- Displaced workers
- Unemployed persons
- Underemployed persons
- Persons looking to make a career change

Cincinnati State’s Health Professions Pathway (H2P) Consortium is funded by the Department of Labor Trade Adjustment Assistance Community College and Career Training (TAACCCT) TAACCCT grant. The H2P Consortium is led by Cincinnati State Technical and Community College and is comprised of 9 community college co-grantees and 6 partner organizations. In addition, the consortium colleges partner with local employers, community and workforce agencies. The goal of the PTEC program is to better prepare the target population of trade displaced and lower skilled workers, and other beneficiaries for high-wage, high-skill employment and ultimately increasing attainment of degrees, certificates and other industry recognized credentials in healthcare professions.

The H2P program at Cincinnati State is an equal opportunity program. Auxiliary aids and services are available upon request to individuals with disabilities. Services provided by PTEC include:

- Tutoring Services: Pre COMPASS® tutoring in Math, English, and Reading is the primary service offered. Additionally, small group and individual services are available for students in the State Tested Nurse Aide program, candidates who need to test or retest for state certification, and medical terminology students. Pre-COMPASS® Boot Camps are offered twice a month to help familiarize prospective students with the content of the test and include a COMPASS® practice test. Pre-COMPASS® tutoring also available.

- Academic Advising: Advising provides an educational SWORWIB to inform, empower, and organize academic goals to help students successfully complete certificate and degree programs.

- Job Coaching: Participants receive one-on-one assistance with resume and cover letter preparation, as well as interviewing skills.

- Employment Services: Participants meet with an Employment Placement Coordinator for help in finding a job. The coordinator provides job postings and markets the resumés to employer partners.

- NCRC Certificate: Successful participants earn a nationally recognized credential verifying their work readiness and commitment to success to potential
employers. Those interested should visit www.act.org/certificate for more information.

- Virtual Career Network (VCN): VCN is a virtual system that allows participants to explore more than 80 different healthcare careers and select the most suitable for the individual.

- Fit and Talent Assessments: The evaluation indicates which career(s) best match the participant’s personality and interests.

PTEC believes investing a little bit of time will help participants jump-start their career and support their decision to pursue a healthcare career pathway.

The primary objective of the above partnerships is to meet the needs of employers and jobseekers in Hamilton County. OhioMeansJobsCincinnati-Hamilton County staff and the SWORWIB meet monthly to discuss referrals and programs offered by partners agencies to ensure quality, comprehensive services to OMJ customers. To promote the services of the One Stop partners, the SWORWIB has developed a Partners Video, which is displayed in the Resource Room at OhioMeansJobsCenterCincinnati-Hamilton County.

3. A description of the type and available of adult and dislocated worker training activities in the local area

OMJ Cincinnati-Hamilton County is a comprehensive One Stop Workforce Center providing the following services, free of charge to businesses and jobseekers.

- On-Site Consultation - Our Employer Service’s Representatives can come to your company, assess your needs and develop a customized plan to assist your company with sourcing new talent, as well as further developing the skills of incumbent workers.

- Job Posting - OhioMeansJobs.com is a powerful tool for employers. Employers can post positions, search resumes and find labor market information. Job postings can be made through a business services representative.

- Hiring Events - Hiring events provide customized activities for individual employers including:
  - Advertising
  - Access to conference rooms to accommodate various needs and capacities
  - Candidate screening
  - On-site interview rooms
  - These are not job fairs, but opportunities to interview candidates for open, current positions.
• Recruiting - The Employer Services Team will screen, assess and recruit candidates to meet your hiring needs. Employers are encouraged to use our facilities to conduct on-site interviews of pre-screened candidates.

• On-the-Job Training – On-the-Job Training (OJT) accounts are federally-funded helping businesses hire and train job seekers for long-term employment. Working with OhioMeansJobs Cincinnati – Hamilton County, employers can recruit, pre-screen, and hire new employees, training them in the specific skills needed to help a business thrive. Businesses are reimbursed for training wages and the decision to expand employment will boost the economy. Benefits include:
  o Increased productivity
  o Higher worker retention rates
  o Reimbursement of training wages
  o Training tailored to your business needs

• Rapid Response (Employer Layoff) Activities - Rapid Response is a pro-active, flexible, business-focused strategy designed primarily to respond to layoffs and plant closures by quickly coordinating and providing immediate aid and services to businesses and their impacted employees.

• The Rapid Response Team will assess the impacted worker’s needs and provide the appropriate services, either at a place of business or another convenient location. Impacted workers receive individual career counseling, skills assessments, basic skills training, occupational skills training, job search and job placement assistance.

• Employers and employees receive the following services:
  o Coordinated unemployment information
  o Priority access to Workforce Innovation and Opportunities Act (WIOA) funded training and On-the-job training.
  o On-site workshops
  o Connections to local employers who are hiring candidates with the impacted employees’ skill sets

Basic career services provided by OhioMeansJobs|Cincinnati-Hamilton County to job seekers include the following:

• Intake and assessment of workforce development needs
• If eligible, development of an Individualized Employment Plan (IEP)
• Referral to onsite and/or off site services
• Initial staff-assisted online job search strategies
• Work readiness workshops
• Information on labor market; education and training programs; available supportive services; unemployment insurance; and financial aid services
• Comprehensive assessment
• Career coaching
• Internships
• Financial literacy workshops
The 2015-2016 Area 13 Performance Report of outcomes for OhioMeansJobs|Cincinnati-Hamilton County is available in the chart below. These performance measures reflect the success of our youth providers, OMJ staff and collaboration with partners. In alignment with the goals of employer engagement and career pathway promotion, the OMJ provided services to 163 employers in 2015-2016 and OJT training and training investment by industry sector was reported as follows:

<table>
<thead>
<tr>
<th>OJT Training by Industry Sector</th>
<th>Training Investment by Industry Sector</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction &amp; Skilled Trades:</td>
<td>Administrative/Supervisory:</td>
</tr>
<tr>
<td>28%</td>
<td>11%</td>
</tr>
<tr>
<td>Healthcare:</td>
<td>Construction &amp; Skilled Trades:</td>
</tr>
<tr>
<td>5%</td>
<td>7%</td>
</tr>
<tr>
<td>Information Technology:</td>
<td>Healthcare:</td>
</tr>
<tr>
<td>13%</td>
<td>18%</td>
</tr>
<tr>
<td>Manufacturing:</td>
<td>Information Technology:</td>
</tr>
<tr>
<td>49%</td>
<td>26%</td>
</tr>
<tr>
<td>Other:</td>
<td>Manufacturing:</td>
</tr>
<tr>
<td>5%</td>
<td>9%</td>
</tr>
<tr>
<td></td>
<td>Transportation, Distribution &amp; Logistics:</td>
</tr>
<tr>
<td></td>
<td>28%</td>
</tr>
</tbody>
</table>

OJTs, ITAs and training programs available through grants (such as the National Emergency Grant for Administrative Professionals) are in alignment with the career pathways established by the SWORWIB. In addition to apprenticeship program options, a sample of training programs offered during PY2015-2016 includes:

- NCRC
- MSSC
- Business Software Specialist
- Commercial Driver’s License (CDL)
- Customer Service
- Lean Office Management
- .NET Computer Programming
- ORACLE Database
- Project Management
- Medical Front Office
- Medical Coding and Billing
- STNA
- Certified Production Technician
- Cisco Certified Network Associate

One Stop’s performance outcomes and day-to-day outreach efforts to employers and job seekers. Working with core partners and support agencies, training and education opportunities continue to expand to meet the skill development needs of individuals and the quality of talent available to employers.

4. A reference to the Comprehensive Case Management Program (CCMEP) plan for each county within the local area.

See Section III of the Plan for detailed information on Cincinnati-Hamilton County’s CCMEP Plan.

5. How the local board, in coordination with the One Stop center operator, maximizes coordination, improves service delivery, and avoids duplication of Wagner-Peyser Act services and other services through the OMJ delivery system.

See Section III of the Plan for detailed information on Cincinnati-Hamilton County’s coordination strategies with the One Stop center operator to maximize coordination of the service delivery system.

6. The executed cooperative agreements which define how service providers will carry out requirements for the integration of and access to the entire set of services available in the local OMJ system.

The SWORWIB has a fully executed MOU with the partners that are housed in the OhioMeansJobs|Cincinnati-Hamilton workforce center. The roles and responsibilities for each partner are outlined in the MOU as well as the cost sharing and service delineations of each partner. This MOU is in effect until June 30, 2017, at which time the MOU will be reviewed prior to renewal. A copy of the MOU is attached as Attachment 1 to the Area 13 Local Plan.

7. An Identification of the fiscal agent.

Per the Intergovernmental Services Agreement, the Hamilton County Job and Family Services (“HCJFS”) as the Administrative Entity and the Fiscal Agent for Local Area 13 under the law.

8. The competitive process that will be used to award the subgrants and contracts for Title 1 activities.

The Procurement Policy approved by the SWORWIB (Local Area 13) is attached as Attachment B.
9. The actions the board will take toward becoming or remaining a high-performing board.

During fiscal and program year of July 1, 2014, through June 30, 2015, the SWORWIB began to prepare for the transition of the Workforce Investment Act (WIA) to the Workforce Innovation and Opportunity Act (WIOA). WIOA is designed to:

- increase access to opportunities for employment, education, training, support services needed to succeed in the labor market for individuals with barriers to employment;
- support alignment of workforce investment, education and economic development to build and maintain a high quality, comprehensive and accessible public workforce development system;
- prepare workers with skills and credentials to compete and succeed in global markets;
- promote improvements in structure and delivery of services; and
- increase prosperity of workers and employers for economic growth and global competitiveness.

Fortunately for Ohio Local Workforce Area 13, the SWORWIB is ahead on WIOA implementation. The SWORWIB is a recognized leader, having many of the required workforce development strategies already in effect for Cincinnati and Hamilton County. See Section III for additional information for Local Workforce Area 13.

10. How the One Stop center is implementing and transitioning to an integrated, technology-enabled intake and case management information system for programs carried out under WIOA.

CFIS is the County Finance and Information System that Hamilton County uses to track real-time data and determine the status of Area 13 workforce development programs. CFIS and the Ohio Workforce Case Management System (OWCMS) share data that is imperative for the One Stop operator to analyze client tracking and spending.

Under contract with the SWORWIB, the One Stop operator, Youth and CCMEP service providers will utilize the technical attributes of both systems to perform accurate and reliable decision making that supports the needs of both internal and external customers.
Attachment A

SWORWIB Individual Training Account Policy

SWORWIB Supportive Services Policy
Southwest Ohio Region Workforce Investment Board

POLICY: Use of Individual Training Accounts (ITA)

REFERENCE: WIOAPL 15-11 Published 7/15/2015

APPROVAL DATE: August 13, 2015 Approved
Proposed for Approval 03.09.2017 Executive Committee Meeting

PURPOSE: The purpose is to identify the parameters of development for a local area ITA policy and to standardize the delivery of ITAs so local areas consistently provide training opportunities to participants leading to employment in an in-demand occupation.

Below are policy revisions to the ITA policy approved by the SWORWIB board on August 13, 2015.

- The maximum funding allotment of $5000 per person for one-time in a five year period for eligible WIOA customers from Board-approved Eligible Training Providers (ETPs) may be increased to a range from $5000-$8000 for individuals participating in grants or projects with Partners for a Competitive Workforce and the United Way of Greater Cincinnati (per the same eligibility requirements for WIOA customers).

- All Eligible Training Providers (ETPs) must verify training participant names, program costs, program enrollment, program completion and employment with OhioMeansJobs|Cincinnati-Hamilton County before submitting data to the SWORWIB for reporting purposes. Any data not verified before submission to the SWORWIB will be considered null and void.

- The SWORWIB will not approve training programs that require customers to go into debt by borrowing funds to complete the training.

Approved Policy 08.13.2015
03.09.2017
WIOAPL 15-11 (Use of Individual Training Accounts [ITA])

Workforce Innovation and Opportunity Act Policy Letter No. 15-11

July 15, 2015

To: Local Workforce Development Boards (WDBs), Fiscal Agents, and OhioMeansJobs Center Operators

From: Cynthia C. Dungey, Director

Subject: Use of Individual Training Accounts (ITA)

I. Purpose

The purpose of this policy is to identify the parameters for development of a local area ITA policy and to standardize the delivery of ITAs so local areas consistently provide training opportunities to participants leading to employment in an in-demand occupation.

II. Effective Date

July 1, 2015

III. Background

Program training services are a structured regimen leading to recognized post-secondary credentials, industry-recognized credentials, employment, and measurable skill gains toward credentials or employment.

To be eligible for training services, the local area must determine whether or not adult or dislocated worker participants, or out-of-school youth participants ages 18-24 are appropriate for training services. Determination of appropriateness should be done by completion of an interview, evaluation or assessment, and career planning. Assessment may include, among other things, a combination of standardized tests, inventory of participants' interests, skills assessment, career exploration, and available labor market information. Eligibility information, combined with assessment information, help determine the need for training assistance. Additionally, local areas must review family self-sufficiency if the ITA is provided to an adult participant ages 18-24 or an out-of-school youth participant. Workforce Innovation and Opportunity Act (WIOA) Policy Letter No. 15-09, Training Services for Adults and Dislocated Workers, and WIOA Policy Letter No. 15-10, Youth Program Services, provide further direction for determining appropriateness for training services for adults, dislocated workers, and out-of-school youth ages 18-24.

An ITA is one of the primary methods through which training is financed and provided for unemployed or underemployed participants. ITAs are established on behalf of the WIOA participant to purchase a program of training services from eligible providers selected in consultation with the case manager. Additionally, the cost of training, time commitment of the participant, fees and books, tuition, and other associated costs should be considered when conducting a cost benefit analysis for the ITA.

IV. Requirements

To ensure training is in high demand occupations, and there is consistent service throughout OhioMeansJobs Centers, this policy must be adhered to by Ohio's local workforce development areas.

A. Development of a Local ITA Policy

Each local area is required to develop an ITA policy that includes, but is not limited to, the following criteria:

- Maximum duration of an ITA;
- Maximum funding for training financed through ITAs;
- Allowable costs to complete training financed through ITAs;

http://emanuals.octfs.state.oh.us/emanuals/ShowPrintPreview.do?docID=3D%20Repository%2CdocID%3D%23Ref_WIOAPL15-11&Rid=1...
Other locally defined considerations.

There may be instances where dislocated workers from multiple workforce investment areas are impacted from one business downsizing or one dislocation event. Local areas are encouraged to work with contiguous workforce investment areas to develop consistent eligibility requirements and delivery of services for ITAs. Consistency between contiguous areas is particularly crucial if the ITAs are funded through the rapid response program as a result of a mass lay-off or plant closing or through a national dislocated worker grant.

Maximum Duration of an ITA

The duration of an ITA is determined by a participant's course of study. Realistic and attainable training plans must be considered. Generally, training is either short-term or long-term. Short-term training is training which is completed in 12 months or less. Short-term training is the preferred method since the goal is to attain employment quickly. However, the local areas must keep in mind the participant's career pathway and the training and services necessary to meet the participant's goal. Long-term training is training whose length does not exceed 24 months. Four-year degree programs may be funded when the customer can document that he or she is in the last two years of the program (e.g., remaining hours are equal to or less than 50 percent of the total credit hours required for the degree) and is in an in-demand occupation.

There may be instances where a participant is unable to complete the training program within the timeframe outlined in the ITA, and the ITA may be extended. These circumstances include, but are not limited to:

- Military service or leave time;
- Lack of availability of classes;
- Cancellations of classes;
- Unforeseen illness (of the participant or an immediate family member of the participant).

For the purposes of this policy, immediate family members include the participant’s parents (including step-parents), spouse, domestic partner, and children (including step-children or children who the participant has been awarded custody of through a court).

Maximum Funding for Training

When local areas determine the maximum amount for an ITA, the cost must be determined by the average cost of training for specific in-demand occupations within the local area as well as the following criteria:

- The training investment should be in line with the future wages earned by the participant;
- The full cost of participating in training services, including the cost of dependent care and transportation, and other appropriate costs; and
- Factors, such as the cost of training, fees and books, tuition, and other associated costs, should be considered.

Allowable ITA Costs

ITA expenditures are costs required by the training institution to complete the training. ITA costs required to complete the training may include, but are not limited to:

- Tuition and fees;
- Books;
- Tools;
- Uniforms;
- Tests;
• Medical immunizations/tests.

ITA costs do not include any supportive services' costs related to the ITA (e.g., transportation or child care).

Costs must be reasonable and necessary and must represent a sound investment of public funds.

Other Considerations for Inclusion in Local ITA Policies

Training services must be provided in a manner which maximizes informed consumer choice in selecting an eligible provider. When participants and local areas select an eligible training provider, they should consider providers who are eligible for financial aid to ensure best utilization of WIOA funds.

In relation to training, it is the intent that the WIOA funding is the payer of last resort. A comprehensive assessment of the cost of the ITA, which involves accessing other grants or funding, including Federal Pell Grants, Trade Adjustment Assistance (TAA), and scholarships, must be conducted to ensure best utilization of WIOA funds. The local area should utilize all financial aid resources available to minimize any out-of-pocket expense to the participant. The local ITA policy should not be so limited that a participant cannot be served because the training in an in-demand occupation exceeds the maximum ITA funding limit.

Local areas may implement evaluation and performance requirements for those training providers and programs, which the local area has approved to be on the statewide Eligible Training Provider (ETP) list. Areas may want to review the performance of a provider to determine whether or not the training provider meets established local program and cost requirements. If a training provider does not meet the performance requirements, local areas may choose not to use the provider. Criteria to be considered for evaluation may include, but is not limited to, ability to accept financial aid and grants, availability of student support, graduation rates, placement rates, and wage rates of the graduates from the institution.

B. In-Demand Occupations

To receive an ITA, a participant must select a training program that is directly linked to employment that is in high demand.

State In-Demand Occupations (85 Percent)

"In-demand" occupations were chosen using various industry- and occupation-focused measures. These measures include: projected openings; projected growth; select JobsOhio industry cluster occupations; and historic job posting data. The list of in-demand occupations will be validated or further enhanced using business data from the online Workforce Information Exchange job forecasts on a monthly basis.

Each program year, at least 85 percent of new ITA enrollments for the local area must be in an "in-demand" occupation as defined by the state of Ohio. Participants, who have a current program year training service start date and whose ITA will carry into the next program year, will not be counted in the next program year's percentage.

The link below provides access to in-demand occupation data:

http://ifs.ohio.gov/owd/OMJRResources/In-DemandOccupations.htm.

Local Area In-Demand Occupations (15 Percent)

The remaining 15 percent of ITA enrollments for the local area may be for occupations defined as in-demand within the local area. Some examples of local area in-demand occupations (15 percent) may include, but are not limited to:
An occupation in a geographic area in which the participant is willing to work or relocate;
Employment associated with regional industry sector or career pathway consortium for workforce development;
A written guarantee of a bona fide job upon completion of training.

Appropriate documentation must be maintained in the case files. Ohio Department of Job and Family Services will review adherence to this policy and the federal law during comprehensive monitoring visits.

C. Waiver Request
Waivers may be requested to exceed the 15 percent enrollment requirement. Waivers will be approved on a case by case basis. The waiver template must be completed providing the appropriate justification for the waiver and be submitted to WIAQNA@JFS.OHIO.GOV. The subject of the email should read, "ITA Waiver Request".

V. Reporting Requirements
Pursuant to rule 5101:9-30-04 of the Administrative Code, the local board shall ensure the timely and accurate reporting of WIOA participants, activities, and performance information by using the Ohio Workforce Case Management System (OWCMS).

VI. Monitoring
At the local level, the local area must conduct oversight of the implementation of the WIOA programs to ensure that participants are enrolled in the programs and have been provided identified services.

Through the state’s monitoring system, program monitors will review the local area’s implementation of the WIOA programs, including a participant file review, during the annual onsite monitoring review for compliance with federal and state laws and regulations. Any issues will be handled through the state’s monitoring resolution process.

VII. Technical Assistance
For additional information, you may send your questions to the Office of Workforce Development: OWDPOLICY@jfs.ohio.gov.

For technical assistance, you may send your request to the Office of Workforce Development: WIAQNA@jfs.ohio.gov.

VIII. References
Workforce Innovation and Opportunity Act, Pub. L. 113-128
20 C.F.R. Parts 603 et al.
29 U.S.C. 3101 et seq.
ODJFS, Workforce Innovation and Opportunity Act Policy Letter No. 15-09, Training Services for Adults and Dislocated Workers, (July 1, 2015).
ODJFS, Workforce Innovation and Opportunity Act Policy Letter No. 15-10, Youth Program Services, (July 1, 2015).

Recission

http://emanuals.ohiosafety.gov/emanuals/ShowPrintPreview.do?docID=30%23REPOSITORY%2CdocID%30%23Ref_WIOAPL16_11)&docSource=55/
Southwest Ohio Region Workforce Investment Board

POLICY: Supportive Services and the Use of Incentives for Youth under WIA/WIOA

APPROVAL DATE: June 11, 2015

PURPOSE: To provide guidelines for provision of supportive services and incentives for youth participants.

BACKGROUND: Federal workforce law under WIA and new NPRMs for WIOA (not yet final) define the requirements for the provision of supportive services and incentives. Incentives were challenged during a March 2014 site visit to Area #13 as part of a statewide comprehensive site visit due to their use in encouraging youth for completing the arduous process of eligibility documentation which often requires WIA youth to obtain documents not readily available to them or for extraordinary participation in academic, community, policy or other events. Youth providers have also encouraged youth being served to outreach to their peers as part of successfully deploying “word of mouth” marketing strategies. The SWORWIB recognizes the widespread practice of loyalty benefits for use of services or the encouragement of referral marketing and recruitment of services. Since middle class parents and youth supporters are well known to incentivize youth behavior with rewards valued by youth and the SWORWIB has recognized the conventional wisdom behind these mainstream methods in outreach to youth and others, the SWORWIB also encourages youth service agencies to develop alternative resources to afford WIA/WIOA youth experiences and resources more similar to those of economically stable families and youth.

ALLOWABLE USE: The use of WIA/WIOA funds for supportive services and incentives is allowable if those services are necessary for the individual to participate in WIA/WIOA activities, obtain WIA/WIOA performance outcomes such as GED, Diploma, or progress gain(s), and the individual is unable to obtain those supportive services through other programs. Provision of a supportive service or incentive should effectively contribute to removing or addressing a specified barrier to employment and/or educational goals as specified in the ISS. The costs of the supportive services and incentives must be commensurate with the benefits of the service.

Incentives and stipends, whether in cash or gift cards, are allowable when they meet the conditions of supportive services. Incentives in the form of these payments are allowable for the purpose of obtaining priority performance results as previously outlined above.

Furthermore, supportive services for youth include: a) linkages to community services; b) assistance with transportation; c) assistance with child and dependent care; d) assistance with housing; e) referrals to medical services; and f) assistance with uniforms or other appropriate work attire and work-related tools, including such items as eye glasses and protective eye gear.

06.11.2015 Approved at the Executive Committee
Southwest Ohio Region Workforce Investment Board

POLICY: Supportive services and incentives should be “based upon individual client need and documented in the ISS”. Incentive payments are allowable “for the purpose of obtaining priority performance results.” Supportive services and incentives should be noted in the State of Ohio case management system only if the activities meet the criteria for the program element. Start dates and end dates must be noted. Case files must include appropriate case notes, such as: 1) objective assessment and ISS indicating need for supportive services; 2) justification of the need for purchased services or items for youth’s participation in youth program activities; 3) description of type of payment method and amount with documentation of progress achievement; and 4) supportive services from other funding sources include other documentation as appropriate in paper case file, for example, a copy of the supportive services plan.

ACTION: The Southwest Ohio Region Workforce Investment Board will notify contracted agencies of this policy through email distribution. The Southwest Ohio Region Workforce Investment Board will provide oversight through Hamilton County Job and Family Services that conducts administrative and compliance oversight for the local area/SWORWIB to ensure that the policy is used consistently and in the intended spirit. The contracted agencies will comply with the policy and advise the Emerging Workforce Development Coordinator of any issues related to the implementation of this policy for WIA/WIOA youth. The SWORWIB has responded to the DOL-NPRM public comments request sharing concerns about incentives when focused disproportionately on out-of-school youth and hopes these comments are considered in subsequent regulation. Meanwhile, the contracted agencies’ representatives may contact the SWORWIB President to explore options for corporate, foundation or other private funding in support of WIA/WIOA youth incentive(s) in the event of a just cause for action that is not to be funded by WIA/WIOA in accordance with this policy.
Attachment B

SWORWIB Procurement Policy
Policy: Procurement

Purpose: To provide guidance for purchases made for WIA funded purposes.

Background: Organizations receiving federal funding annually must abide by Uniform Guidance. Expenditures in excess of $750,000 annually require additional audit activity.

Policy Statement: The SWORWIB shall abide by all federal, state, and local requirements regarding procurement. This includes these essential elements:

Code of Conduct
No employee shall participate in the selection or awarding or administration of a contract supported by Federal funds if a conflict of interest exists.

- Employees will neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or potential contractors, or parties of sub-agreements.
- Employees are bound by the code of conduct in the Employee Guide.
- Board members are bound by the Conflict of Interest Policy and their annual review and completion of a Conflict Statement form.
- Singular RFP Committees to evaluate procured submissions complete separate conflict forms unique to the particular procurement effort.

The SWORWIB reserves the right to provide additional prohibitions as deemed necessary relative to real, apparent, perceived or potential conflicts of interest.

Contract Provisions
Contracts for RFP-procured services need to include the following elements as appropriate:

- Administrative, contractual, or legal remedies for instances of contractor violation of terms, providing for sanctions and penalties as appropriate.
- Termination for cause and for convenience by the WIB including the manner in which it will be effected and settlement basis.
- Compliance with executive order 1246, Equal Employment Opportunity.
- Compliance with the “Anti-Kickback” Act.
- Compliance with the Davis-Bacon Act.
- Compliance with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act.
- Notice of awarding agency requirements and regulations pertaining to patent rights pertaining to any invention or discovery during the course of contract.
- Notice of awarding agency requirements and regulations pertaining to copyrights.
• Access by any federal agency or their representatives to books, reports, documents or records related to that contract for the purpose of audit, examination, transcription.
• Compliance with all applicable standards, orders or requirements of the Clean Air Act.
• Mandatory standards and policies relating to energy efficiency contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.
• Financial, programmatic, statistical, recipient records and supporting documents must be retained for a minimum of three years after acceptance of the final closeout expenditure report, or as otherwise stated in any minimum retention requirements specified by state or federal law.
• The SWORWIB’s right to retention of intellectual property management rights resulting from body of work while under contract.
• In the case of one stop and youth services provisions, WIOA and any subsequent TEGL’s or advisories must be explicit.
• As the awarding agency, the SWORWIB reserves the right to review items and/or services of the grantee prior to purchase and review items and/or services prior to awarding the grant or contract.

**Contract Administration**

- The Southwest Ohio Region Workforce Investment Board will maintain contractor conformity with terms, conditions, and specifications of the contract and ensure adequate and timely follow-up of all purchases. The monitoring will occur through:
  - Monitoring performance review meetings for which there is documentation,
  - Follow-up on complaints and concerns, and
  - Review of accurate financial records

**Contract Cost and Price Analysis**

A cost or price analysis must be performed for all procurement actions. The depth of analysis is dependent on the facts surrounding the particular procurement situation. A cost analysis must be performed when any of the following situations occur:

- When the bidder is required to submit the elements of the estimate cost, as in architectural/ engineering services contracts.
- When adequate price competition is lacking
- Sole source procurements, including contract modifications or change orders
- A price analysis will be used in all other instances to determine the reasonableness of the proposed price.
- Profit must be negotiated as a separate element of the price of each contract, especially in which there is no competition.
- Price based on estimated costs will be allowable only to the extent that they are consistent with federal guidelines.
- Cost plus percentage of cost and percentage of construction cost methods of contracting are not permissible.

**Procurement Procedures**

All procurement transactions will be conducted in a manner providing full and open competition, to the degree possible, including posting of all RFPs/RFQs, etc. at [www.sworwib.org](http://www.sworwib.org) and mentioned in monthly SWORWIB newsletter closest to the bid release date. Also, released by sending a singular Constant Contact announcement is also allowable.

All procurement transactions will have written selection procedures:
• Clear and accurate description of the technical requirements
• Identify all requirements that the bidder must fulfill
• All pre-qualified lists used in acquiring goods and services are current
• Review of purchases will be performed to ensure that all conditions, terms, and specifications are met.
• Review of services will be routinely conducted for cooperative fulfillment of agreement or contract.
• Procurement procedures are simplified for purchases under $10,000 as outlined below as well as other procedures outlined below, which cover Competitive Proposals and Price Quotations, Competitive Sealed Bidding, and Noncompetitive/ Sole Source Proposals.

**Small Purchase Procedure**
For purchases not exceeding the small purchase threshold of $10,000 in cost, and which involve standardized products or services such as office supplies, the SWORWIB will use simple and informal procurement methods. Price or rate quotes from no less than three qualified sources, when available, will be obtained.

For under threshold purchase, and where relative quality and performance is a factor, proposals shall be sought from no less than three qualified sources. The request for proposals must identify the evaluation factors and their relative importance (generally price, availability and experience). The final decision will be based on the source whose proposal is most advantageous to the need.

**Competitive Proposal and Price Quotations**
Competitive proposals will be used when the use of competitive sealed bidding, small purchases or non-competitive proposals is not appropriate. Competitive proposals are normally conducted with more than one source submitting an offer, either a fixed price or cost reimbursement type contract is awarded. The following conditions must be met:

• The complex and technical nature of the procurement cannot be described in bid specifications
• It is more logical to award on factors other than price. These factors must be described in the request for proposal (RFP) or request for quotation (RFQ).
• Process for Competitive Proposals:

  ➢ Requests for proposals will be publicized. All evaluation factors and their priority of importance will be identified. Any response to the RFP shall be honored to the maximum extent practical.
  ➢ Proposals shall be solicited from an adequate number of qualified sources
  ➢ A technical evaluation will be conducted to ensure that the technical requirements contained in the RFP are met by the proposal received
  ➢ Awards will be made to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered
  ➢ Competitive proposal procedures for qualification based procurement of architectural/engineering professional services may be used. Competitor’s qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. This method may only be used in obtaining architectural/engineering professional services, and may not be used to purchase other services through architectural/engineering firms.
Competitive Sealed Bidding

Competitive sealed bidding (formally advertised) will be used, in conjunction with the Administrative Entity who will manage the sealed bid process, except when in a conflicted interest promotion, mindful of the following elements:

- Complete and realistic specification is available
- Two or more responsible bidders are available and willing to compete
- The procurement lends itself to a firm fixed price contract and the selection of the bidder can be made on the basis of price
- Process for Competitive Sealed Bidding:
  - The invitation for bids (ITB) or RFP or RFQ will be posted on www.sworwib.org and emailed or mailed to a known list of providers and bids shall be solicited from an adequate number of qualified sources, providing sufficient time prior to the set bid opening date:
    - Will include any specifications and appropriate attachments, defining items and/or services to ensure proper response from the bidders
    - Will be publicly opened at the time and place described in the ITB
    - A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, consideration will be given to factors such as discounts, transportation costs and life cycle costs in determining lowest bid.

For services of the one stop operator, the SWORWIB will obtain legal counsel to oversee the procurement activity either pro bono or for a fee.

Noncompetitive/Sole Source Proposals

Noncompetitive or sole source procurement proposals will be used only when the award of a contract is not feasible under small purchase procedure, competitive sealed bidding, or competitive proposals. The following conditions apply:

- The item is available from only a single source
- Emergency for the requirement will not permit a delay resulting from competitive bidding or proposals
- The federal agency making the award authorizes noncompetitive proposals
- After solicitation of a number of sources, competition is deemed inadequate.
- A cost analysis will be conducted in conjunction with any noncompetitive proposal.
- Purchase is for equipment or services where there are prices established by law for technical equipment requiring standardization and interchangeability of parts with existing equipment

Noncompetitive/Sole Source Process

- Mutual discussion of terms of the transaction or agreement with the purpose of arriving at a common understanding of contract essentials is required, and results in a formal written agreement
- In addition, a written justification of why a noncompetitive proposal was used must be included in the records.
- In the case of non emergency noncompetitive proposals, documentation of attempts to seek competition must be included in the records such as a copy of the public advertisement; a list of providers contacted; copies of all letters received from prospective bidders or respondents, including those indicating a lack of interest; cost analysis, projections of data, and evaluation of the specific elements of costs and profits
Memorandum of Understanding or Memorandum of Agreement
The SWORWIB can and shall enter into official agreements or understandings for all relationships which are not defined by contract for services or wholesale or retail purchase. In such agreements or understandings, the SWORWIB must identify the nature of the relationship, terms, termination, payment, scope of work, and standard agreement elements which protect the SWORWIB.

Bonding Requirements
The SWORWIB may accept the bonding policy and requirements of the grantee of the award provided the WIB has determined that the WIB’s interest is adequately protected. If the determination is not made, the following minimum requirements apply for:
- Construction or facility improvement contracts
- The bid guarantee from each bidder shall equal five percent of the bid price. This may be a bid bond, certified check, or other negotiable instrument that assures that the bidder will execute the contract within the time specified if the bid is accepted.
- A performance bond on the part of the contractor for 100 percent of the contract price.
- A payment bond on the part of the contractor for 100 percent of the contract price.
- Vendors under WIA will be required to provide employee fidelity and liability bonding for which the SWORWIB is also covered as a secondary insured.
- The SWORWIB will also obtain general liability insurance, board and officer error and omission insurance and fidelity bond insurance on its own employees.

Procurement Records
- Records and files for purchases will include the following documentation:
  - Basis for contractor selection
  - Justification for lack of competition when competitive bids or offers are not obtained
  - Basis for award cost or price
  - Financial documentation
  - Performance reporting forms, where appropriate.
Attachment C

SWORWIB/OMJ PARTNER MEMORANDUM OF UNDERSTANDING
Renewal Agreement
for
State Fiscal Year (SFY) 2017
Local Workforce Development Area Ohio #13
Memorandum of Understanding

The Workforce Innovation and Opportunity Act (WIOA), which was enacted in July of 2014 and became effective in July of 2015, superseded the Workforce Investment Act of 1998 (WIA). As a result, substantial efforts have been undertaken at both the state and local levels to develop and implement new plans, performance standards, rules, policies, practices, and procedures for the transition to WIOA. Although much progress has been made, it is expected that transitional activities will continue through state fiscal year (SFY) 2017, ending 6/30/2017.

Therefore, all parties mutually agree to forego negotiation of a new Local Workforce Development Area Memorandum of Understanding (MOU) for SFY 2017 and to share services and resources as agreed upon for SFY 2016. The agreed upon shared resources are in the budget document included as Attachment A to this agreement.

It is understood and agreed upon by all parties that workforce programs and services delivered through the local workforce development system and the local OhioMeansJobs centers will be carried out in accordance with WIOA, the corresponding federal regulations, the applicable provisions of Ohio Revised Code Chapters 330, 6301, and 5101, and all applicable ODJFS policies and will continue to evolve as federal regulations and adoption of the Comprehensive Case Management Employment Program begins 7/1/2016 implementation in partnership with WIOA and TANF and the OMJ Center-Cincinnati/Hamilton County.

All parties agree that should any party find it necessary to modify the shared services or budget documents, that amendments may be completed in accordance with the procedure in the 2015 MOU.

All parties further agree to enter into good faith negotiations to execute a new MOU for the 2018/2019 state fiscal biennium so as to have a completed and signed agreement by 6/1/2017 to send to the Ohio Department of Job and Family Services for final signature.

It is understood by all parties that refusal by any required partner to sign this agreement, with the attachments, will mandate the negotiation of a new MOU for SFY 2017.

Signature Page Follows
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Southwest Ohio Region Workforce Investment Board
Serving Ohio WIOA Local Area #13
One-Stop Center Representatives, Required Partners and Additional Partners:

Mayor, City of Cincinnati
Mayor John Cranley
Printed Name & Title

Southwest Ohio Regional Workforce Investment Board
Sherry Kelley Marshall, President & CEO
Printed Name & Title

Signature Date

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Cincinnati-Hamilton County Community Action Agency
Printed Name & Title

Signature Date

Cincinnati Metropolitan Housing Authority
Printed Name & Title

Signature Date

Cincinnati Public Schools
Printed Name & Title

Signature Date

Cincinnati State Technical and Community College
Printed Name & Title

Signature Date
Southwest Ohio Region Workforce Investment Board
Serving Ohio WIOA Local Area #13
One-Stop Center Representatives, Required Partners and Additional Partners:

Mayor, City of Cincinnati
Mayor John Cranley
Printed Name & Title
Signature

Southwest Ohio Regional Workforce Investment Board
Sherry Kelley Marshall, President & CEO
Printed Name & Title
Signature

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Cincinnati-Hamilton County Community Action Agency
Printed Name & Title
Signature

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Cincinnati Metropolitan Housing Authority
Gregory Johnson, CEO
Printed Name & Title
Signature

Cincinnati Public Schools
Printed Name & Title
Signature

Cincinnati State Technical and Community College
Printed Name & Title
Signature
Southwest Ohio Region Workforce Investment Board
Serving Ohio WIOA Local Area #13
One-Stop Center Representatives, Required Partners and Additional Partners:

Mayor, City of Cincinnati

Mayor John Cranley
Printed Name & Title

Signature Date

Southwest Ohio Regional Workforce Investment Board

Sherry Kelley Marshall, President & CEO
Printed Name & Title

Signature Date

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Cincinnati-Hamilton County Community Action Agency

Printed Name & Title

Signature Date

Cincinnati Metropolitan Housing Authority

Printed Name & Title

Signature Date

Cincinnati Public Schools

Gabriel E. Lofton, Assistant Superintendent
Printed Name & Title

Signature Date

Cincinnati State Technical and Community College

Printed Name & Title

Signature Date
### DESI, Ohio Job Corps Project

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#### Great Oaks Institute of Technology and Career Development

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#### Mature Services

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#### Ohio Department of Job and Family Services

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#### Ohio Medicaid

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DESI, Ohio Job Corps Project

Printed Name & Title

Signature Date

Great Oaks Institute of Technology and Career Development

Printed Name & Title

Signature Date

Mature Services

Paul Margris V.P. for Workforce Development

Printed Name & Title

Signature Date

Ohio Department of Job and Family Services

Printed Name & Title

Signature Date

Ohio Medicaid

Printed Name & Title

Signature Date
OMU (One-Stop Operator)
(Hamilton County Job and Family Services)

Printed Name & Title

Signature Date

Opportunities for Ohioans with Disabilities (Formerly Ohio Rehabilitation Services Commission)

Kevin L. Miller, Executive Director

Printed Name & Title

Signature Date 5/6/16

Talbert House (Community Link)

Printed Name & Title

Signature Date

TANF Program, HCJFS

Printed Name & Title

Signature Date

University of Cincinnati, Education Opportunity Center

Printed Name & Title

Signature Date
Ohio Department of Medicaid

Printed Name & Title

Signature Date

OMJ (One-Stop Operator)
(Hamilton County Job and Family Services)

Printed Name & Title

Signature Date

Opportunities for Ohioans with Disabilities (Formerly Ohio Rehabilitation Services Commission)

Printed Name & Title

Signature Date

ResCare (WIOA OSV Program and OWF Program)

\[\text{Signature}\] Date

Talbert House (Community Link)

Printed Name & Title

Signature Date
OMJ (One-Stop Operator)
(Hamilton County Job and Family Services)

Moira Weir, Director
Printed Name & Title

Signature
Date

Opportunities for Ohioans with Disabilities (Formerly Ohio Rehabilitation Services Commission)

Printed Name & Title

Signature
Date

Talbert House (Community Link)

Printed Name & Title

Signature
Date

TANF Program, HCJFS

Moira Weir, Director
Printed Name & Title

Signature
Date: 5-20-16

University of Cincinnati, Education Opportunity Center

Printed Name & Title

Signature
Date
OAJ (One-Stop Operator)  
(Hamilton County Job and Family Services)

Printed Name & Title

Signature

Date

Opportunities for Ohioans with Disabilities (Formerly Ohio Rehabilitation Services Commission)

Printed Name & Title

Signature

Date

Talbert House (Community Link)

Amelia Orr, Vice President

Printed Name & Title

Signature

Date: 5/4/14

TANF Program, HCJFS

Printed Name & Title

Signature

Date

University of Cincinnati, Education Opportunity Center

Printed Name & Title

Signature

Date

15
OMJ (One-Stop Operator)
(Hamilton County Job and Family Services)

Printed Name & Title

Signature Date

Opportunities for Ohioans with Disabilities (Formerly Ohio Rehabilitation Services Commission)

Printed Name & Title

Signature Date

Talbert House (Community Link)

Printed Name & Title

Signature Date

TANF Program, HCJFS

Printed Name & Title

Signature Date

University of Cincinnati, Education Opportunity Center

Tony Hayes Director

Printed Name & Title

Signature Date

Until 8-31-16 unless grant is renewed.
Volunteers of America of Greater Ohio

HARRY B. BODEN, EVP, Finance, CFO
Printed Name & Title

Signature
Date 4/20/11

FINAL SIGNATORY:
Ohio Department of Job & Family Services

Bruce Madson
Assistant Director, Ohio Department of Job and Family Services,
Wagner-Peyser Act, Trade Act, Unemployment Insurance Operations and Veterans Programs
Attachment D

Public Forum Outreach Information and Public Comments
WIOA SOUTHWEST OHIO REGION 2017-2021 STRATEGIC PLAN

Session: WIOA Regional/Local Strategic Planning Session
(PowerPoint attached)
January 29, 2016

Feedback:

CCMEP Group Feedback

Anticipated Challenges:

- WIOA serves a “high barrier” population with many needs
  - Performance measures/outcomes must be monitored
- Need for smaller case loads
- System must recognize the WIOA population is different from those served in the past
- Case managers must have training

Data Needs:

- Data collection that reflect progress and/or problems during implantation

Priority Items to be included in the Southwest Ohio Strategic Plan:

- Required management of expectations for success of CCMEP

Industry Sectors & Training Providers Group Feedback

Anticipated Challenges:

- Local Area recertification
- Board recertification
- Southwest Ohio Region Strategic Plan Certification
- OMJ recertification

Data Needs:

- Where to access financial support for jobseekers to acquire driver’s training, license and vehicle acquisition
- Research
  - new technologies needed for incumbent workers and length of time it takes to train a “ready workforce” for upcoming retirements (e.g., robotics)
  - new technology training specific to job postings/employer needs in Cincinnati/Hamilton County
  - grants that support technology training and companies that will “apprentice or mentor” jobseekers going through IT Bootcamps and other IT training programs
  - Food Production Technology
    - Hydroponics at Great Oaks
  - Quality Assurance Software Testing
  - IT recruitment occurring at local colleges
Where these jobs are or will be in Cincinnati

Outreach to Cincinnati INTERAlliance to review IT track

Priority items to be included in the Southwest Ohio Strategic Plan:

- Success stories
  - Collaboration between core partners
  - Business engagement strategies

- Opportunities
  - CCMEP
  - Innovation
    - New education/training programs that enhance current or support new career pathways (see above)
    - Strengthening education/training opportunities for apprenticeships, certifications and licensures

OMJ Partner Alignment & Certification Group Feedback

Anticipated Challenges:

- Managing transitioning job markets
- Finding jobs for customers with a “living wage”
- Setting realistic expectations for customer “success”

Data Needs:

- Improve collection of customer satisfaction data
  - Provide reports to board quarterly
  - Share feedback with staff
  - Recommend operational improvements

- Survey baseline expectations of staff
  - Services
  - Outcomes
  - Gaps in performance

Priority items to be included in the Southwest Ohio Strategic Plan:

- Identify areas of partner consensus that highlight the level of services of OMJ and partners
- Continued focus on “customer” engagement
- Continue to leverage communication activities
  - Front desk – customer service - referrals
  - Robust, usable website
  - Best referral avenues to OMJ “partners”

Serving Employers Group Feedback

Anticipated Challenges:

- Serving a “harder to serve” population
- Employer retention of this population
- Redesign of OMJ website to meet the needs of jobseekers and business

Data Needs:
- Informing the board of employer/jobseeker success stories (OMJ-BSU report)
  - Provide packet of OMJ/SWORWIB success stories to board members
    - OMJ/SWORWIB Scorecard
    - OMJ 101 for board members

Priority items to be included in the Southwest Ohio Strategic Plan:

- Target small and minority businesses
- Alternatives to college
  - Career Tech programs
  - Apprenticeships
- Develop/require additional career-readiness programs
  - Pre-employment skills – structured curriculum
  - WorkKeys certification
  - How to keep a job (retention)
  - Mentoring programs
- Include board members in outreach efforts

---

**Serving People with Disabilities Group Feedback**

**Anticipated Challenges:**

- Effectively communicating the location and accessibility of the Center
- Improve useful communication between partners

**Data Needs:**

- Develop an improved referral system to provide for the following data needs:
  - Resources
    - Tap into Cinti Start Up Resource
  - Referral system should be a part of CCMEP
- Develop a Survey to access knowledge on shared resources and overlapping activities

**Priority items to be included in the Southwest Ohio Strategic Plan:**

- Address the major issues of *system fragmentation*:
  - Connect disabilities serving to board member’s organizations
  - Ask board members to discuss how their organizations attract, hire and retain people with disabilities

---

**Serving Veterans Group Feedback**

**Anticipated Challenges:**

- Informing veterans of the skills/training needed by employers
- Linking veterans to jobs that lead to a career pathway

**Data Needs:**

- Number of veterans returning to Cincinnati/Hamilton County
- How long since discharge has the veteran been receiving services
- How long have the veteran been unemployed before they receive services
- Where are our returning veterans currently employed
  - Which companies/industries
- Develop a Survey to access knowledge on shared resources and overlapping activities

**Priority items to be included in the Southwest Ohio Strategic Plan:**
• Collect critical data to serve veterans more effectively
  ○ Explore additional workshops – Workshops for Warriors
  ○ Build a better referral “network”

Serving Youth Group Feedback

Anticipated Challenges:
• Difficult and disconnected OSY population served by LCW & ResCare including, but not limited to:
  ○ Improve processes for dealing with multiple barriers for many OSY
  ○ How to capture frequency of contact and retention data for OSY
  ○ Develop or utilize forums to engage providers in sharing what’s working and to work through the most difficult challenges.
    ▪ United Way has already done this. Find out how to access the information
• Effectively utilizing the CCMEP system:
  ○ CCMEP should be helpful to providers who work to manage outcomes that can drive best practice strategies to address the challenges faced by OSY and providers
• Improve useful communication between State and OSY and ISY providers:
  ○ Improve how providers are utilizing information shared from the state. Example:
    ▪ Passing all sections of OGT is a huge barrier, but industry credentialing can waive some OGT requirements.
    ▪ Some providers may not be aware of this information
• Develop strategies to effectively work with ISY to share career pathways other than the obvious 2 and/or 4 year institutional programs:
  ○ Translate today’s career pathways like Healthcare, Advanced Manufacturing and Construction Management

Data Needs:
• An improved referral system to provide for the following data needs:
  ○ Listing of all providers (ISY, OSY & community providers), services provided & contact information
  ○ Improve partnerships between paid vendors and community providers
  ○ Data that identifies other providers working with OSY to compare best practice strategies and to close gaps in service
  ○ Overarching releases signed by providers so we can share data while protecting the privacy of the youth being served
  ○ The referral system should be a part of CCMEP

Priority Items to be included in the Southwest Ohio Strategic Plan:
• Address the major issues of system fragmentation:
  ○ Create a clearinghouse that addresses the gaps in the systems that serve ISY & OSY
  ○ This clearinghouse should be the CCMEP System
  ○ Create committees to work with and ensure that CCMEP closes the gap in data needs and anticipated challenges
Session: WIOA Regional/Local Strategic Planning Session  
(PowerPoint attached)  
October 13, 2016

Feedback:

Audience Feedback:

Would like to see larger emphasis on Construction career pathways (Stuckey & Fridel)
Double the 4.2% unemployment rate to better reflect the jobless rate
Returning citizens because of unfair sentencing laws this should be a condition that we identify as a specialized population
We took a group of employers to the prison for interviews because of the number of jobs openings they have. The prisoners who qualified leave prison with jobs. Many employers don’t know that they can do that.
Some folks have never been incarcerated but still have records. Don’t forget about them
Many are clueless about services that can be provided by the One Stop Centers
Can we start promoting to the younger generation where they are (Spotify) to share information about training and employment opportunities.

Session: WIOA Regional Region Public Posting (attached)  
December 14, 2016 – January 15, 2017

Feedback:

- Lack of demographic data specific to the City of Cincinnati
- Who are the priority groups to be served; and how will outreach and recruitment be conducted to ensure those with multiple barrier to employment are engaged and served;
- What are the projected numbers to be served under the different titles and by type of services; and what are the allocations for the titles
- Outcome performance measures
- When describing all of the partners’ services, these sections need to be reviewed for language. It appears that info that was used to market the programs was used; there are a lot of we and you language in these sections.
- Since the demographics for the City of Cincinnati are very different than the balance of county; I think the demographics for the City should be included as well as the balance of county. This data is needed so appropriate strategies and services are developed to meet the needs of all county residents. Based on prior year’s comparison data, the differences are striking. To illustrate, see page 52 which contrasts the difference in poverty rates for City and county, and
would be even more dramatic if the balance of county was included since the city’s rate skews is include in the county rate. I also think somewhere in the plan there should be some data on key factors such as unemployment, poverty, youth unemployment, education levels etc. based on race within the city, which will show that rates that are even higher for Black/African Americans.

- While Areas 12 and 13 face unique opportunities and challenges, this Plan extends the ground for cooperation on common ground. For example, there is opportunity for collaboration in common areas of market concentration, such as Healthcare, Recreation and Hospitality, and Manufacturing – especially as employment opportunities and training needs cross Area boundaries. While each Area must work to serve the local needs of its workforce (taking into account, for example, the differing educational levels of residents in Area 12 and 13), job opportunities themselves are frequently not local. While the data appears to be incomplete for all work destinations in Southwest Ohio/Northern Kentucky/Southeast Indiana, it is clear that collaboration between Areas is vital as thousands of workers leave their Area, County or even State to travel from home to a worksite on a daily basis. Collaboration and communication is key to ensure the best possible service to our regional workforce.

- In addition, it appears both Area 12 and Area 13 may find benefit in strategic discussions around the State’s Performance metrics. While both meet or exceed State Standards, sharing around how those metrics are achieved – from programmatic design to evaluation – stands to benefit both. And, while Plan data appears to incomplete as of the draft, the data included in the Plan suggests that Area 12 might benefit from discussions about enrollment in services (Area 12 includes a population nearly twice as large as Area 13 yet appears to serve fewer in need).

- Thank you for keeping Hospitality as one of the industries the SWORWIB remains focused on. With the growth of the industry in the area, finding skilled candidates available for work is even more competitive than ever. Cooks are still in very high demand across the country as well as those who have the “soft skills” for whatever job they choose in our industry.

- My only comments pertain to the section, on page 111, that asks for information on how priority will be given to customers of public assistance, other low-income individuals and individuals who are basic skills deficient. The section states that SWORWIB has identified these customers as a priority, but it does not give any information on how priority will be given to those customers. More information is needed to describe how these populations will be prioritized.
ASSURANCES – Area 13

**Accessibility** - [Section 508 of the Rehabilitation Act of 1973, as amended](#) - Requires that federally funded program providers make their electronic information and technology accessible to people with disabilities;

**Audits** – [2 CFR 200.501](#) and [Single Audit Act Amendments of 1996](#) - organization-wide or program-specific audits shall be performed;

**Disability** - that there will be compliance with the [Architectural Barriers Act of 1968, Sections 503 and 504 of the Rehabilitation Act of 1973](#), as amended, and the [Americans with Disabilities Act of 1990](#);

**Drug-Free Workplace** – [Drug-Free Workplace Act of 1988](#) – requires all organizations to maintain a drug-free workplace;

**Fire Safety** – [15 USC 2225a](#) – ensure that all space for conferences, meetings, conventions or training seminars funded in whole or in part complies with the protection and control guidelines of the Hotel and Motel Fired Safety Act ([Public Law 101-391](#));

**Nondiscrimination** - [Section 188 of the Workforce Innovation and Opportunity Act (WIOA)](#) - Requires applying nondiscrimination provisions in the administration of programs and activities for all eligible individuals, including individuals with disabilities;

**Nondiscrimination** - [Section 188 of the Workforce Investment Act of 1998 (WIA)](#) - Requires applying nondiscrimination provisions in the administration of programs and activities for all eligible individuals, including individuals with disabilities;

**Nondiscrimination** - [Title VI of the Civil Rights Act of 1964, as amended](#) – Prohibits discrimination on the bases of race, color, and national origin under any program receiving federal financial assistance;

**Nondiscrimination** - [Title VII of the Civil Rights Act of 1964, as amended](#) - Prohibits discrimination on the basis of race, color, religion, sex or national origin in employment;

**Nondiscrimination** - [Title II of the Genetic Information Nondiscrimination Act of 2008](#) - Prohibits discrimination in employment on the basis of genetic information;

**Nondiscrimination** - [Title V of the Older Americans Act of 1965](#) - Prohibits discrimination based on race, color, religion, sex, national original, age disability or political affiliation or beliefs in any program funded in part with Senior Community Services Employment Program funds;

**Nondiscrimination** - [Title IX of the Education Amendments of 1972, as amended](#) - Requires applying nondiscrimination provisions, based on sex, in educational programs;

**Nondiscrimination** - [Title I (Employment) Americans with Disabilities Act (ADA)](#) - Prohibits state and local governments, from discriminating against qualified individuals with disabilities in job application procedures, hiring, firing, advancement, compensation, job training, and other terms, conditions, and privileges of employment;

**Nondiscrimination** - [Title II (State and Local Governments) Americans with Disabilities Act (ADA)](#) - Prohibits qualified individuals with disabilities from discrimination in services, programs, and activities;
Nondiscrimination - Section 504 of the Rehabilitation Act of 1973, as amended - Prohibits discrimination against qualified individuals with disabilities;
Nondiscrimination - Age Discrimination Act of 1975, as amended - Prohibits discrimination on the basis of age;
Nondiscrimination - Title 29 CFR Part 31, Nondiscrimination in federally-assisted programs of the Department of Labor, effectuation of Title VI of the Civil Rights Act of 1964
Nondiscrimination - Title 29 CFR Part 32 Nondiscrimination on the basis of disability in programs and activities receiving or benefiting from federal assistance;
Nondiscrimination - Title 29 CFR Part 33 Enforcement of nondiscrimination on the basis of disability in programs or activities conducted by the Department of Labor;
Nondiscrimination - Title 29 CFR Part 35 Nondiscrimination on the basis of age in programs or activities receiving federal financial assistance from the Department of Labor;
Nondiscrimination - Title 29 CFR Part 38 Implementation of the Nondiscrimination and Equal Opportunity provisions of the Workforce Innovation and Opportunity Act;
Nondiscrimination - Executive Order 13160 Nondiscrimination on the basis of race, sex, color, national origin, disability, religion, age, sexual orientation, and status as a parent in federally conducted education and training Programs;
Nondiscrimination - Executive Order 13279 - Nondiscrimination against grant seeking organizations on the basis of religion in the administration or distribution of federal financial assistance under social service programs, including grants, contracts, and loans;
Nondiscrimination - that collection and maintenance of data necessary to show compliance with the nondiscrimination provisions of WIA and WIOA Section 188, as provided in the regulations implementing that section, will be completed;
Personally Identifiable Information (PII) – Training and Guidance Letter 39-11 – must recognize and safeguard PII except where disclosure is allowed by prior written approval of the Grant Officer or by court order;
Procurement – Uniform Administrative Requirements – 2 CFR 200-317-36 – all procurement transactions to be conducted in a manner to provide, to the maximum extent practical, open and free competition;
Publicity – no funds shall be used for publicity or propaganda purposes, preparation or distribution or use of any kit, pamphlet, booklet, publication, radio, television or film presentation designed to support or defeat legislation pending before the Congress or any state/local legislature or legislative body, except in presentation to the Congress or any state/local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any state or local government. Nor shall grant funds be used to pay the salary or expenses of any recipient or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations regulation, administrative action, or Executive Order proposed or pending before the Congress, or any state government, state
legislature or local legislature body other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a state, local or tribal government in policymaking and administrative processes within the executive branch of that government;

**Salary/Bonus** – Public Law 113-235, Division G, Title I, Section 105 – none of the funds appropriated under the heading “Employment and Training” shall be used by a recipient or sub-recipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II. Further clarification can be found in TEGL 5-06;

**Veteran Priority of Service** - Public Law 107-288: Jobs for Veterans Act - Priority of service for veterans (including veterans, eligible spouses, widows and widowers of service members) in qualified job training programs;

**Veterans** - Public Law 112-56: Vow to Hire Heroes Act of 2011 - Establishes guidelines for service providers who are providing employment, training, academic or rehabilitation services for military veterans;

**Veterans** - that veterans will be afforded employment and training activities authorized in WIA and WIOA Section 134, and the activities authorized in Chapters 41 and 42 of Title 38 US code, and in compliance with the veterans’ priority established in the Jobs for Veterans Act. (38 USC 4215), U.S. Department of Labor, Training and Employment Guidance Letter 5-03 and Minnesota’s Executive Order 06-02;

**CERTIFICATIONS**

By signing and submitting this plan, the local area board is certifying on behalf of itself and the subgrantee, where applicable:

N. That this WIOA Southwest Ohio Region Strategic Plan was prepared and is in accordance with all applicable titles of the WIOA Act of 2014, Title V of the Older Americans Act, applicable Ohio state statutes and that it is consistent with Ohio’s current and future state plans;

O. that it has provided at least a thirty day period for public comment and input into the development of plan by members of the local area board and the public (including persons with disabilities) and has provided information regarding the plan and the planning process, including the plan and supporting documentation, in alternative formats when requested and that any comments representing disagreement with the plan are included with the local plan forwarded to the Ohio Department of Job and Family Services (as the Governor’s representative)

P. that the public (including individuals with disabilities) have access to all of the local area boards’ and its components’ meetings and information regarding the local area boards’ and its components’ activities;

Q. that fiscal control and fund accounting procedures necessary to ensure the proper disbursement of, and accounting for, funds paid through the allotments funded through the contract/master agreement issued by the Ohio Department of Job and Family Services have been established;
R. that it is, and will maintain certified status as local area boards (Area 12 and Area 13; 
S. that it will comply with the confidentiality requirements of WIA Section 136 (f)(3) and WIOA Section 116 (i)(3) 
T. that the respective contract/master agreement and all assurances will be followed; 
U. that it will ensure that no funds covered under the contract/master agreement are used to assist, promote, or deter union organizing; 
V. that this plan was developed in by and with the members and staff of the local area boards for Area 12 and Area 13; 
W. that it acknowledges the specific performance standards for each of its programs and will strive to meet them; 
X. that the local area board members will not act in a manner that would create a conflict of interest as identified in 20 CFR 667.200(a)(4), including voting on any matter regarding the provision of service by that member or the entity that s/he represents and any matter that would provide a financial benefit to that member or to his or her immediate family; 
Y. that local area board and staff are aware of OhioMeansJobs services in Butler, Clermont, Hamilton and Warren counties, and are working with and referring to the OMJ Centers those services as appropriate; 
Z. that all staff are provided the opportunity to participate in appropriate staff training; and

that, if applicable, the local area boards must maintain the currency of its information in the appropriate fiscal management system(s) until submission of the final financial report or receipt of the final payment, whichever is later.
SIGNATURE PAGE

Workforce Development Area 13 (SWORWIB)
SOUTHWEST OHIO REGION WORKFORCE INVESTMENT BOARD

We, the undersigned, attest that this submittal is for the 2017-2020 WIOA required Southwest Ohio Region Strategic Plan for workforce development Area 13 and hereby certify that this Plan has been prepared as required, and is in accordance with all applicable state and federal laws, rules and regulations.
We, the undersigned, attest that this submittal is for the 2017-2020 WIOA required Southwest Ohio Region Strategic Plan for workforce development Area 13 and hereby certify that this Plan has been prepared as required, and is in accordance with all applicable state and federal laws, rules and regulations.

Local Area 13 Board Chair

Name: Bradley S. Breyer
Signature: [Signature]
Date: 2/27/2017

President of Hamilton County Board of Commissioners

Name: Todd Portune
Signature: [Signature]
Date: 02-09-2017

Cincinnati Chief Local Elected Official - Mayor, City of Cincinnati

Name: John Cranley
Signature: [Signature]
Date: 2-6-17
For additional information, contact the following individuals:

Area 12 – Adam Jones, Director, WIBBCW
Email: AdamJones@jfs.ohio.gov

Area 13 – Sherry Kelley Marshall, President, CEO, SWORWIB
Email: smarshall@sworwib.org