SWORWIB
The Southwest Ohio Region
WORKFORCE INVESTMENT BOARD

SWORWIB QUARTERLY MEETING
OhioMeansJobs Center
August 10, 2017
8:00 - 10:00 a.m.
Minutes

SWORWIB Members Present: Julia Abell, Omar Ahmad, Karen Arnold, Michael Beck, Oscar Bedolla, Valarie Boykins, Dwayne Dews, Kimber Fender, Margaret Fox, Natalie Galbato, April Gillespie-Hurst, Laurence Jones, Matthew Jones, Tim McCartney, Peter McLinden, Donald Moffett, Mike Moroski, Matt Owens, Terry Phillips, Gary Prater, Eric Rademacher, Eric Riddick, Jennifer Roeder, Harry Snyder, Carcl Sorenson-Williams, Tyronee Stuckey, Alicia Tidwell, Greg Toebbe, Amy Waldbilih, Dani Watkins, Tessa Xuan

SWORWIB Members Absent: Brad Brezinski, Nick Buschur, Scott Conklin, Michael Conner, Chad Day, Catherine Dooley, Denise Driehaus, Chris Fridel, Darin Hall, Shawn Harter, Gregory Johnson, David Mann, Rene McPhedran, Detries Miller, Bridget Patton, Roberta Thomas, Robin Throckmorton, Karen Wessel, Charles Wright

SWORWIB Staff and Work-based Learning Student: Sherry Kelley Marshall, Pat Bready, Wes Miller, Tanisha White

Resources: April Barker, Tim Dingier, Kevin Holt, Lynn Murphy, Nicole Peace, Brandy Scott-Hermann, Bonita Wood

Guests: Pam Green, Jane Kelly, Mary McLinden, Earin McLinden, Rory McLinden, Amelia Orr, Nancy Robb, Benita Spraggins, Tori Turner, Brian Whitmer

I. Opening - Welcome and Introductions
Having exceeded quorum, Vice Chair Alicia Tidwell welcomed everyone to the August 10, 2017 Quarterly Board Meeting at 8:05 a.m. noting that Chair Brezinski was not able to make this meeting and thanking all present for taking time out of their schedules to make the quarterly board meetings. She requested that all members and guests introduce themselves and reminded everyone to sign-in at the registration table, as attendance recordkeeping is required. Marshall introduced Tanisha White, an office administration student at Job Corps who is doing a 100-hours work-based learning experience with the SWORWIB.

II. Approval of Agenda
Vice Chair Tidwell reviewed today's agenda and reminded members that the consent agenda is used by larger boards to handle the business of the organization addressed in committee meetings or other venues in an efficient fashion in order to have time to focus on essential discussions. The practice is that everyone reviews the entire agenda before approval including a close review of the consent agenda items and then indicates during the "Approval of the Agenda" any consent agenda item they wish to move from the consent agenda to "Other Business" for separate discussion. Vice Chair Tidwell asked if there were any comments on the agenda. Toebbe noted that the ETP Evaluation Review Committee will be meeting August 30th instead of September 7th as noted on the agenda and Marshall added that the WIOA Core Partners meeting is 10:00-Noon not starting at 9:00 as incorrectly noted on the agenda. There being no other corrections, Snyder moved, Jones seconded the motion to approve the agenda with the noted corrections. Motion passed unanimously.

III. Approval of the Consent Agenda
Vice Chair Tidwell asked if there were any comments or changes to the consent agenda. Marshall reminded all the Board members that the Scorecard in the consent agenda is the updated version for July 1, 2017-June 30, 2018 and therefore had changes from completed scorecard elements and addition of new ones. Relative
to the State of Ohio list of all WIOA Implementation tasks, Area #13 was the first to get all implementation projects completed by June 30, 2017. There being no other comments, corrections, additions or for separate discussion about items on the consent agenda, Jones moved, Stuckey seconded the motion to approve the consent agenda. Motion passed unanimously. The following materials provided in the board packet were therefore approved:
- 5/11/2017 Quarterly Meeting Minutes
- President's Report
  - Audit/Grant Update
  - OMJ MOU 2017-2019
  - Scorecard
  - WIOA Implementation Status Report
- Committee Reports
  - OMJ/ IPWD Committee
  - WIOA Core Partners Council
- Administrative Entity, Fiscal Agent Report, Local Area Budget
- Media & May/June/July 17 NewsWIBs

IV. Chair's Report
Vice Chair Tidwell reviewed Chair Brezinski’s report items noting first the call to action as we move into nominations for the 2018-2019 Term. Furthermore all are requested to consider which committee they want to serve on in order to go deeper into various aspects of the SWORWIB’s work. Vice Chair Tidwell also highlighted that the SWORWIB and local area will be involved in four different monitoring sessions between July 24th-August 26th and then in October the independent financial monitoring of the SWORWIB and preparation of the IRS-990 form. Vice Chair Tidwell noted that the Chair’s report thanked everyone for participating in the President’s annual evaluation. Lastly, the Chair’s report described the recent Business Courier coverage of the SWORWIB’s involvement with the Midwest Urban Strategies Consortium that we will be hosting for a site visit on all the Tech Hire activities in Cincinnati and Hamilton County. Vice Chair Tidwell noted that she had met the Milwaukee leadership for this initiative who expressed appreciation for our President’s strong leadership in organizing this collective of twelve urban cities throughout the Midwest to share best practices, like the Cincinnati Tech Hire Collaborative.

V. Nominating Committee Report
Vice Chair Tidwell introduced Matt Jones, Chair of the Nominating Committee for his report. Jones named the other members of the Nominating Committee and thanked them for their time and effort. He reported that requests for nominations had been sent to 36 chamber, industry associations, labor, elected officials and HR service providers requesting nominations. This process is required under WIOA as it was under WIA. The letters were sent in late May before Marshall’s overseas vacation. He shared that most Board members whose terms expire in December 2017 have requested to remain on the board for another term. He reported that at this time the Committee had received 25 nominations of great candidates but at this point in time we have only seven confirmed openings and expect a couple more to be confirmed. This situation is much better than in previous years when Mayor Cranley sought reduction in the size of the Board. However, we are also challenged to maintain a 55% business representation while also meeting all other WIOA required representation and SWORWIB requirements for diversity with race, age, gender, industry sections and both city and county representation. He reminded all Board members that committee appointments, particularly for leadership as chairs, are also recruited during the annual Nominations process, so he asked everyone to contact him or President Marshall to explore leadership opportunities.

VI. OMJ Business Engagement Report and OMJ Annual Report
Vice Chair Tidwell asked Natalie Galbato, OMJ Business Engagement Committee Chair, to update us on the committee’s work and introduce the presentation of the OMJ Annual Report. Chair Galbato named and thanked all the members of the Committee and thanked April Gillespie-Hurst for agreeing to serve as Committee Chair for 2018. She reported that this committee provides two annual checkpoints with the OMJ Operator relative to key results and challenges in working with employers and in meeting the employer measurements. Specifically the Committee helps promote workshops planned for employers and is currently
promoting a workshop on Managing Current Workplace Risks Associated with Substance Abuse that is scheduled for August 24th. This will be a special session that stems from the Drug-Free Workforce Initiative of the State of Ohio that the OMJ4PWD and OMJ Center are involved in for local Cincinnati implementation. She announced that the OMJ Center and Public Library are planning for the next Work Readiness Series to be offered in several branch libraries as was done last year and earlier this year. Galbato reminded everyone that the August Quarterly Board meeting is the first meeting after the end of the program year of June 30th so we always do a deeper dive into results from the OMJ Center in August. She introduced Kevin Holt for the OMJ Annual Report to the Board.

Holt recognized various staff present for the Board meeting complimenting them for their contributions to another successful performance year. The maroon and yellow colored Annual OMJ Report was distributed and highlights reviewed by Holt relative to WIOA enrollments, training enrollments, ITA and OJT industry sectors related to those investments, WIOA employment, employers served more than once, hiring events and hiring event participants. He reviewed the state performance measures indicating that Area #13 is exceeding 11 of 12 measures and meeting the one for which we are only .2% below the statewide rate. The Annual OMJ Report also highlights funds available, special grants, audits and monitoring site visits, staff training, certification and mandates and opportunities for continuous improvements. Holt complimented Lynn Murphy for her work in obtaining the website compliance report card score at a 100% rating. Satisfaction and Feedback from employers, exit surveys, and Resource Room kiosk surveys were also reviewed. Details were provided for all training investments with Eligible Training Providers and on-the-job employment sites. Enrollments by zip codes of our service area and Kiosk Client summary totals were also shared. Boykins asked about workshops to assist customers in completing electronic applications and learning to practice pre-interview video sessions or Skype sessions. Stuckey also wondered how the OMJ is using new technologies to help people prepare for what employers are doing in their preliminary interviews before they ever actually meet with a customer. Holt noted that there were resource room services to help people with on-line applications but not with video or Skype sessions and he would explore this particularly if there were Board members with an interest or resources for volunteering to conduct workshops on interviewing or had IT people who could help outline the use of Skype and training that would be required as well as typical minimum standards such as a separate room, strong Wi-Fi, etc. He asked that anyone with knowledge and resources (people, equipment, etc.) please contact him to discuss this possibility.

Marshall asked about the possibility of “efficiency measures” from either the DOL or Ohio Office of Workforce Transformation that would basically be a math equation related to amount of funds expended and number of individuals served at the OMJ in WIOA only. Holt indicated that there were several upcoming additional performance measures being considered and at this time he has heard about the efficiency measure but not about how the measure will be conducted.

Holt shared that the SWORWIB had worked with the OMJ Center to submit the second of three stages of certification of the OMJ Center that amounts to the State of Ohio version of accreditation of all one-stop centers. OMJ/Cincinnati-Hamilton County has been approved for Stage 2 which if there are issues we have until June 30, 2019 to address them. Stage 3 relates to continuous improvement and requires quite a lot of documentation but is not technically due until June 30, 2022 but we can submit earlier and then recertification is required every three years thereafter.

Vice Chair Tidwell asked Holt and Marshall to elaborate on Memorandums of Understanding (MOU) Marshall noted that the major MOU is the one for all of the 19 partners in the 1916 one stop center to agree to cover the costs of the infrastructure and detail shared service delivery. This agreement is renegotiated whenever there are more people from a particular agency using the space, or a reduction in people using the space, such as Cincinnati State which had a large footprint in joint remodeling of the lower level for several grants they had received over the years and now all of those are completed and Cincinnati State is exiting staff from the building with a routine but small presence. We also have an MOU with the Public Library after the Department of Labor released a TEGL (Training and Employment Guidance Letter) encouraging formal relationships and joint services with the country’s public library system. We also have new MOUs the President is developing to formalize parking agreements for the use of the parking lot when not in use by the
SWORWIB and OMJ Center. Vice Chair Tidwell asked about who manages the facility. Marshall introduced Wes Miller who is a contractor to the SWORWIB for facilities management at the OMJ Center who reports directly to Marshall. Marshall further noted that there may soon be an MOU related to the Red Bike system as Red Bike is interested in expanding use of the Bikes particularly by minorities in the City. She explained some major projects associated with office moves and elevator adjustments over the December holidays.

Galbato complimented Holt and the team for another strong performance year during a challenging time with funds, unknown plans for future funds and lots of changes federally and at the state level. She asked Board members and those in the audience to please contact Gillespie-Hurst as the rising Committee leader and/or Holt about interest in volunteering for workshops or trainings or other ideas for improving services and outcomes for our customers and community.

VII. Emerging Workforce Committee (EWC) Report and Youth Annual Report CCMEP and WIOA

EWC Co-Chair Margaret Fox and youth contractor Patricia Bready addressed the EWC Report on behalf of Chris Fridel who was unable to make the meeting. They reviewed the Youth Annual Performance PowerPoint that included a slide that identified all the current members of the EWC and thanked them for their service. They reviewed the 14 Elements under WIOA for services to youth both in-school and out-of-school. They reviewed the SWORWIB’s youth contractors and those for the CCMEP contracts by HCJFS. The WIOA Youth are focused on the 14 elements that were included in the PowerPoint. Education and the pursuit of essential educational credentials are very important to be able to proceed with employment goals and postsecondary educational pursuits. Tidwell expressed concerns about CPS not being a partner for which Marshall indicated that both CPS and Great Oaks have the newly remarked “Aspire” program in Ohio even though the federal government still goes by ABLE/GED and includes them as one of the WIOA partners and all the youth programs connect to Aspire for the alternative high school diploma options which have been expanded in Ohio. Marshall noted that she was in conversation with CPS and Great Oaks about presented the different diploma options for Ohioans for the November or February Quarterly Board Meeting. Gillespie-Hurst asked for a single page copy of the 14 elements under WIOA that would be easier to read than the slide show version in the Board packet. Marshall and Bready will get that out to those who let us know of their interest by email.

April Barker presented the Annual Report on Youth for the Comprehensive Case Management Program featuring updates on performance, spending, anticipated outcomes and enrollment. The newest information involved the Summer Employment approach and the Ohio Youth Works Program. Updates on the results of the CCMEP activities by the CCMEP contractors and by WIOA procured youth were providers were shared. As many of the Board members are youth advocates, there were many questions about the youth program and in particular about the Summer Work element. Stuckey raised issues about the negative impact on youth, particularly 14-15 year old’s whose only intent has been to obtain summer employment and now they are to remain in CCMEP year round whether they want to or not. McCartney commented that HCJFS leadership and Marshall had met with key CCMEP leaders multiple times to raise questions about traditional summer employment programming being able to be continued and then work with CCMEP for those who might be interested and Marshall commented that she had understood key leadership agreed with our observations. Yet the Summer Employment program came tied directly to CCMEP employment linkages to full-time CCMEP commitment. Stuckey, Boykins and Tidwell wondered if there had been community introductory meetings with participants about the differences in the prior summer youth and the 2017 version and expressed concerns about the potential to lose some of the youth who most benefit from summer employment when requiring them to invest in a multi-year program when they were looking only for summer work. Fox questioned whether state officials understood the importance of summer work for youth relative to avoiding the criminal justice system. She asked for CCMEP to provide information on the number of CCMEP participants this summer who had been involved in the criminal justice system. She also asked about coordination with Lighthouse Youth Services that is not part of the CCMEP Collaborative but is an effective entity with adjudicated youth, foster care youth and homeless youth. Rademacher asked about how many applications were not approved for summer opportunities and Barker will get back to the Board with those details although she was clear that capacity is a big issue – capacity of the youth, capacity of employers to work with youth, capacity of the system to complete the processes with youth and to have enough people.
available and focused for the summer efforts. Tidwell questioned how the marketing and enrollment was achieved this summer for summer youth employment and general CCMEP enrollment since the practice in the past had been different and the youth market held expectations based on prior experience. The CCMEP team met the numbers that they expected in the various age ranges but willingly admitted the challenges presented by the need to register everyone even 14-15 year olds for CCMEP. The truth will be revealed when we see the maintenance of effort by all age groups after the summer program or a drop off in engagement. Tidwell asked whether the OMJ and the youth providers utilized survey monkey to obtain feedback from youth, program managers, supervisors and the employers' leadership groups who participated in the programs. Bready and Barker thought that survey monkey was used but would confirm how extensively.

VIII. Understanding WIOA & CCMEP Performance Measurement
Vice Chair Tidwell asked Marshall to introduce this topic, Marshall noted the importance of all that is happening with performance measurement and the need to meet the expected performance, while maintaining the Board’s expectation of highest possible numbers of customers being served. Marshall further noted that there are workforce boards across the country who limit their enrollments and purposefully manage lower enrollment in order to achieve higher performance. This has never been the practice of the SWORWIB, but with the new WIOA legislation requires a very delicate management of successful satisfaction of all of the many more federal performance elements while also balancing as much enrollment as possible to just begin to meet the local demand for all these youth services within the budget we are allotted. The key issue is to not fail the same final measures two years in a row because to do so makes the local area not meet eligibility for re-designation as a local area, board etc. Holt reviewed the Adult and Dislocated Workers Performance Measures from July 1, 2016-June 30, 2017 as known for early August 2017. For the year just ended, local areas were not held to negotiated performance levels. For July 1, 2017-June 30, 2018, our current program year, focus on 1) employment in the second quarter after exit; 2) employment in the fourth quarter after exit, and 3) median earnings in the second quarter after exit and credential attainment rate. Two baseline setting indicators include measurable skill gaining and effectiveness in serving employers. Standards for “meet” have risen from 80% to 90%. A statistical model based on number of barriers will apply. State performance reports include a new indicator – we are required to track the volume of jobseekers who use our services but are not enrolled into WIOA. That volume is compared to total spending to create a unit cost. Various board members had questions about the possible implications under all these changes with Holt summarizing:
1) WIOA standards are higher risk with higher standards, longer timeframes, more process mandates (multiple levels of certification/recertification for the OMJ Center, for the Boards and for the local areas) and few dollars overall. 2) We will need to address a weakness in skill gain documentation. 3) We will need to identify and document all applicable barriers instead of our historic practice of priority barrier identification. And 4) Our performance scores are currently higher than Cuyahoga and Franklin counties as the largest urban centers in the state; but all metro areas struggle with the employer measure. Lorain County is part of a bigger urban region but itself is much smaller and does relatively better than most areas so we may want to learn from them. Marshall commented that as long as we are doing comparably to Franklin and Cuyahoga, then the State will need to address some of the challenges differentiating urban cores from the rest of the counties in the State because the State cannot meet the standards statewide if the three urban centers struggle and/or fail.

Gillespie-Hurst asked if the State of Ohio, particularly as it relates to population shifts with the upcoming retirements of baby boomers understand that by 2025 nearly all employees will be Millennials and what we know already is that they do not stay in the same job for very long, even not as long as a year, so how will WIOA be able to produce results with more barrier workers that are better than the mainstream workforce practice and statistics. Marshall commented that the framers of these measures don’t even know their own research because several years ago the Department of Labor predicted most workers will work for 35 years and have 29.5 jobs in that time frame with most of the jobs not lasting even a year. Marshall predicted that some of these illogical expectations would be tempered over time by the preponderance of the experiences on results.

Stuckey thanked Marshall and Holt for aiming for efficiency and effect while watch-guarding what needs to be monitored well and for their devotion to helping the community.
IX. Public Comments and Announcements
Vice Chair Tidwell asked if there were announcements from the board members or general public, or any questions, or comments from any in attendance.
1) Pamela Green commented on joining as a partner in the MOU for the OMJ Center as a result of their YouthBuild grant from the Department of Labor and their looking forward to collaboration with the OMJ staff and WIOA youth providers for recruitment. Easterseals YouthBuild aims to provide WIOA-eligible youth with paid work training and construction skill development while they engage in completing education or certification programs. The Port Authority sold Easterseals a house in Evanston for $1. Easterseals youth are performing a complete rehab: installing joists, doing mortar work, foundation repair and all the rest. Plans are to have the property ready to list for sale by the end of the first quarter 2018 and Easterseals will hold an open house for all of the WIB members to attend. YouthBuild requires a covenant on the property that it must be sold to a low-income homeowner or a veteran and maybe help to connect eligible buyers to this opportunity.
2) Tim McCartney recognized Tim Dingler for being recognized on the Honor Roll of 100 Brilliant Ideas featured by the National Association of Counties (NACo). Hamilton County, Tim Dingler and Napier Truck Driving School won a 2017 Achievement Award for their “Trucking Partnership” in the category of Human Services.
3) Marshall shared that the OMJ Center had done an extensive video with one of the employers involved with the Tech Hire Initiative in follow-up to their ongoing excellent partnership and after Thrive/Engage Partners had received a SuperAward last year. Additionally, recently local television reporting provided coverage of a resource room customer’s success with re-employment after assistance from the resource room team members.
4) Marshall asked that all Board members confirm that they received the notice of the meeting because the SWORWB had experienced a serious breach of security on the www.SWORWB.org website that had been quickly stopped by the new Webmaster contracted through the RFP process; but she wanted to be sure that other systems like File Manager, Constant Contact for the NewsWIB and basic email had not had interference from the a spread of the hacking to other systems as the SWORWB team kept trying to work with the website without knowing it had been hacked.

There being no other comments from the public or the board members, Vice Chair Tidwell proceeded to the next agenda item.

X. Next Meetings
Vice Chair Tidwell reviewed upcoming meetings before the next quarterly board meeting on 11/9/2017:
August 24, 2017 WIOA Core Partners Council moved to 10:00 - Noon
September 7, 2017 ETP Evaluation Committee 2:00 - 4:00 p.m. Corrected: August 30, 2017 2:00 - 4:00
September 14, 2017 Executive Committee Meeting 8:00 - 10:00 a.m.
September 14, 2017 OMJ Business Engagement Committee 3:00 - 4:30 p.m.
October 12, 2017 Executive Committee Meeting 8:00 - 10:00
October 19, 2017 Emerging Workforce Committee 8:00 - 9:30 a.m.
October 19, 2017 Youth Provider Roundtable 9:45 - 11:00 a.m.
October 26, 2017 WIOA Core Partners Council 9:00 - 11:00 a.m.

XI. Adjournment
Vice Chair Tidwell asked if there was anything else for the good of the order. Jones moved, Boykins seconded the motion to adjourn. Motion passed unanimously. The meeting ended at 10:15 a.m.

Respectfully,

Rene McPhedran
Secretary

Approved 8.10.2017 Quarterly Board Meeting Minutes | SKM 6