

MINUTES OF A MEETING OF THE
EXECUTIVE COMMITTEE
OF LAKE COUNTY WORKFORCE INVESTMENT BOARD

July 31, 2002 - 12:00 Noon
at Dept. of Job & Family Services
177 Main St., Painesville, Ohio

COMMITTEE MEMBERS

ATTENDING:

Joe Francesconi
Bob Dawson
Eric Barbe
Keith Miller
Art Iacofano

STAFF ATTENDING:

Donna Mona
Nanette Grupe

Meeting called to order: The meeting was called to order by Joe Francesconi, Chair.

Review and Approval of Minutes for the August 1, 2001 meeting:

Motion to approve minutes by Mr. Iacofano and seconded by Mr. Dawson. Motion passed.

Fiscal Update: Art Iacofano

ETA successfully merged with Job & Family Services on July 1, 2002.

The Employment & Training Administration (ETA) is now called the Employment and Training Division (ETD).

ETD has \$652,574 less than it did last year due to expending most of its carry-in funds and reduced allocations.

Jobs were not affected as a result of this. The following took place:

1. Three employees were merged into other JFS departments
2. Fiscal consultant has closeout work and then the contract will be terminated
3. One retired position was not filled-Counselor
4. One case manager not filled based on a vacancy
5. Ted Klammer, Attorney, resigned running for Probate Judge

Dislocated Workers funds are low. The ETD submitted a request for an additional \$150,000. While in Columbus, Mr. Iacofano was able to speak to the State in support of the request. If current Dislocated Workers dollars are exhausted then ETD will have the \$150, 000 that will go into place of rapid response dollars.

The State has Reed Act dollars. Reed Act dollars is basically a trust that all employers pay into. The State for the first time, received a sizeable allocation in the amount of 323 million dollars. The state will do something different with the Unemployment System and will set aside ten million dollars to go to One Stop. Employment and Training will go through a certification process. It is very important for the ETD to be certified because the Reed Act, which is a one time allocation, will probably be spread over a three-year period. It would allow ETD to buy hardware and software for our One Stop operation, which would also allow ETD to market the One Stop Program. Six pilots are being studied from small, medium to large and those six will most likely be certified. Sometime in November the State will start sending out the certification process. Certification takes about 180 days. ETD is in the process of preparing for certification. We have been certified in the past and will get certified again. This will bring in a lot of activities for the One Stop Committee because you now have partners that are going to have to become involved or make some kind of financial commitment. If the One Stop Partner is going to be housed here, they will pay a fair share.

If a Partner is housed here at Job and Family Services, your job placements and activities will increase.

DISCUSSION ON FIVE-YEAR STRATEGIC PLAN

Joe Francesconi

ETD submitted a modification to the five-year plan primarily due to the merger and to revise some of the verbiage to be in line with Job and Family Services' verbiage. At the time that Employment and Training submitted the initial plans, the Planning Committee did not have a policy on limited funding and self sufficiency, these were the only two changes to the plan submitted in the year 2000. The modification was submitted at the end of June and we are waiting for a response. Hopefully the modification will be back by September. Ms. Mona has an outline of the modification.

Mr. Francesconi would like the Planning Committee to take over the modification of the five-year plan. The Planning Committee will update the Executive committee of any changes. The next Planning Committee Meeting is in August.

Youth Council still has monies and could expand.

The definition of "out of school youth" is an eligible youth who did not receive a diploma or recognized equivalent.

Under Employment and Training Divisions current budget we do not have any monies for occupational skill training.

What type of training can these monies be used for? As an example, the monies could be used for skilled training, welding, typing, bookkeeping or work experience.

Mr. Barbe explained that use of funds used to enhance skills of employees would enable those employees to move into higher positions. This would open up lower level jobs for new hires. This is a great opportunity to move young people into a job or get on the job training. Someone just above that could be trained for a higher position, thus opening up a position for the younger person.

A question was asked "Is there a work job credit, and is there a way to match work job credit?" Ms. Mona will research this option.

Mr. Iacofano would like to see a better way to track youth.

The following questions were discussed:

What is customized training?

It is training conducted by an employer or group of employers which is designed to meet special requirements, with the commitment by the employer to an employee, or in the case of incumbent workers, to continue the employment of an individual who has successfully completed training. The employer will pay for not less than 50% of the cost of training.

What are the requirements for training?

Customized training of an eligible employed individual may be provided for a group of employers when the employee is not earning a self-sufficient wage and is deterred by the local board policy the requirements in section 663.715 and the customized training relates to the purpose of the described in section 663.705 or other identified by the board.

Are Unions considered employers?

Mr. Francesconi tabled the discussion and would like the Program Committee to look at the opportunity to create some customized programs within the local marketplace.

Is there a demand for this?

The Executive Committee would like Ms. Mona to go back to the Customer Department and identify the resources that might be available. We would then be able to identify the types of programs that are allowable and bring that information back to the Executive Committee. Basically, Ms. Mona is looking at the amount of monies for Youth.

Can we earmark dollars specifically for the customized training of the employer as driving the admission and is a Union an Employer?

The Committee needs to find something that will impact jobs in the community.

Committee Goals for the Year

Youth Council: Keith Miller

Youth and Employment and Training policy has been submitted and the rest is ongoing and current.

Youth Council Goals:

1. We need more than two Vendors/increase enrollments
2. Outreach Brochures, to drop outs at schools/way to track youths.
3. Look at paperwork eligibility/CRIS-E, and verify if parents are eligible / ID youth and employ.
4. Assign the job of looking at the Youth Proposal to the Youth Council and to inquire as to whether we would be able to eliminate the paperwork. See if we can decrease the package (paperwork) on the Adult Proposal. The committee could use John Hawkins, the in-house attorney, for any specifics needed.
5. Assign to a Committee, the preview of the eligibility process for Employment and Training to look at the reduction of paperwork.

Planning Committee: Dave Kalina

1. Measurement/Outcomes
2. Match performance objectives against the State objectives.
3. Achieve providers' performance objectives. If not, make sure that the Providers are aware of where they stand, and provide feedback and guidance to the Provider for an improved outcome.
4. * Performance Standards is the most important item to be reviewed for certification.

Marketing: Nancy Brown

1. Outreach/Brochures has been moved from the Youth goals to the Marketing Committee.
2. Need to become more engaged with the employers.

Ms. Brown would like JFS to host chambers in our office.

One-Stop Committee: Bob Dawson

The number one goal is how to be certified and the deadline for certain aspects of One-Stop, and to discuss at a later date about a secondary goal of getting money.

The One-Stop Committee will be looking at the following for the certification process:

1. There is a rating system/very formal process
2. 180 days to get certified
3. Technical assistance - via the state
4. A team comes in to look at the One-Stop, you either get a score or don't.
5. MOU- (Memorandum of Understanding) MOU'S deal with all Partners in One-Stop.

MOU'S spell out what the partner needs to do, fiscal contributions, how they will not duplicate areas, and they will share job orders. If a partner chooses not to sign the memorandum, this would mean they will no longer be on the board.

The Program Budget is going to be the toughest to get through.

Program Review Committee: Bob Schiebli

Mr. Francesconi will speak with Mr. Schiebli to get an update and add to minutes at a later date.

Executive Committee: Joe Francesconi

1. Either Mr. Francesconi or Mr. Barbe will be at each meeting to stay on top of issues
2. Discussion on a New Committee

Discuss Potential New Committee:

Mr. Francesconi will update the executive committee when he has more information.

New Business:

The next meeting will be in September. Ms. Mona will let Mr. Francesconi know the exact date when confirmed.

Adjournment:

There being no further business, meeting adjourned 2:30 p.m.