

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

**March 27, 2008@ 8:00AM**

**At**

**Lake County Department of Job and Family Services**

**Committee Members Attendance**

Jeff Malish  
Dave Kalina  
Eric Barbe  
Pat McAteer

**Staff Attendance**

Bob Dawson  
Leslie Ryan

**Call to Order:**

Chairman Jeff Malish called the meeting to order at 8:05 AM.

**Approval of Minutes:**

A Motion was made by Dave Kalina and seconded by Eric Barbe to approve the minutes of the July 26, 2007, Executive Committee meeting. All approved; motion passed.

**New Business:**

**Review of the PY07 Incumbent Worker Training program (IWT):**

Bob Dawson updated the committee on the current year's IWT program and expenditures. The IWT spending plan called for a set-aside of \$160,000 including \$85,000 for Individual Training Accounts (ITAs) to fund for-credit training and \$75,000 for Customized Training Agreements. Virtually all ITA funds have been spent or obligated and \$24,000 in Customized Training is in process. All indications are that most of the Customize Training monies will be spent by the end of the program year.

The committee received and reviewed a list of conditions that employers are required to meet in order for their Customized Training requests to be considered. The committee also reviewed the new Pre-Award Survey that is being performed before an employer's Customized Training application is approved and their agreement is finalized.

**Report on the State's Incumbent Worker Training Program:**

The State, through the Department of Development's Regional Economic Development Directors has initiated the Workforce Guarantee Program and an Incumbent Worker Training Program. Both programs provide training grants to employers. A summary of the IWT program was reviewed and discussed. Bob reported that policy guidance, issued jointly by ODJFS and the DOD is due out any day. The IWT program requires a 50% match by the employer, may not exceed \$1,000 per employee and is capped at \$200,000 per employer. State-wide, there is supposedly \$7.0 million available for the balance of PY07 with an additional \$9.0 million available for PY08.

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**Request to expand the PY07 IWT program to include Manufacturing:**

Bob Dawson presented a list of benefits of expanding the IWT program to include the Manufacturing industry. There was considerable discussion on the advantages of identifying stackable skills, credentials and certificates for all training expenditures as well as the advantages of developing recognized career pathways for the manufacturing industry. One Customized Training application has been submitted for blue print reading and others are in the developmental stage. Auburn Career Center and Lakeland Community College are both working with employers to develop training programs to address their specialized workforce needs. Auburn and Lakeland are Approved Training Providers for Area #5; they are Lake1Stop Partners and signatory to the One-Stop MOU.

A Motion was made by Dave Kalina and seconded by Eric Barbe to expand the Incumbent Worker Training program to include Manufacturing and to allow Customized Training Agreements in an amount not to exceed \$50,000 for the balance of PY07. All other IWT program conditions are to remain the same. All approved; motion carried.

**Other:**

Bob Dawson briefed the committee on the status of Ohio's Skills Bank and announced that Lakeland Community College has been awarded a leadership role in the initiative.

**Adjournment:**

There being no further business, Chairman Malish adjourned the meeting at 9:05 AM.