

**MINUTES OF A MEETING
ONE STOP WORK GROUP
LAKE COUNTY WORKFORCE INVESTMENT BOARD**

December 14, 2004 - 9:00 a.m.

At

Lake County Department of Job and Family Services

Committee Members Attendance

Cathy Haworth, Lk. County Economic Develop. Ctr
Carol Darr, Painesville City Schools - ABLE
Helen Drake, Ohio Rehab. Services Commission
Doreen Larson, alternate for Dr. Morris Beverage, LLCC
Art Iacofano, LCDJFS
Spence Kline, Neighboring
Doug Daugherty, alternate for Tom Schultz, Auburn Career Center
Fred Zawilinski, Metro Housing Authority
Kris Dakis, alternate for Joe Francesconi, JPC Computer Learning Center
Jill Oliver, Goodwill Industries

Staff Attendance

Bob Dawson
Marty Singer
Carol Anderson

Ms. Cathy Haworth called the meeting to order.

Approval of Minutes

A Motion to approve minutes of the June 25, 2004, meeting was made by Doug Daugherty and seconded by Art Iacofano. All approved; motion passed.

Cathy Haworth reviewed the necessary steps to be taken at today's meeting relevant to the MOU process.

Bob Dawson explained to the group the reason for today's meeting is that MOU is becoming part of the new Five Year Business Plan. Bob Dawson reviewed the "Summary of Business Plan Components" (attachment to the agenda). This is an overview of all of the components of the Plan. Mr. Dawson talked about the time line for the Business Plan. The Plan needs to be in Columbus by March 1, 2005.

Bob Dawson informed the group the work being performed on the Business Plan can be found on the Lake One-Stop web site. Mr. Dawson recommended the committee review the Executive Summary of the Labor Market and Workforce analysis which is also on the web site. Cathy Haworth talked about the information compiled by Pam Fiederer of LCDJFS on the Lake County Labor Market and Workforce Analysis and how beneficial this would be to the group and the agencies they represent.

Mr. Dawson gave a brief report on the status of the One-Stop. The partners are now all housed in the One-Stop Center. Bob Dawson talked about the benefits of having the partners together in the agency.

Kris Dakis of JPC Learning Center announced they would be sponsoring a luncheon on January 7th here at LCJFS. The primary purpose of the luncheon is to have the partners present their services, and in doing so, will give everyone a better understanding of what is available and help work towards a good working relationship. Bob Dawson thanked JPC for putting this luncheon together and expressed his appreciation for their efforts.

Helen Drake talked about what other counties are doing at their One-Stop Centers. Ms. Drake felt Lake County should meet more often. Bob Dawson explained we were waiting for ODJFS to come into our agency; now that ODJFS is in the One-Stop, one of the things we will have on the next agenda is how often the partners feel the One-Stop Committee should meet.

Bob Dawson distributed a copy of the most recent MOU to the group. Mr. Dawson talked about the changes that will need to be made on the MOU. Jill Oliver of Goodwill Industries, reported Dorothy Altonen will now be the signatory for Goodwill. Carol Darr of Painesville ABLE explained ABLE does not have a specific Computer Exploration Skills class. Bob Dawson asked Carol Darr to write this up the way she thinks it should be worded and submit to us.

Bob Dawson reviewed the status of Attachments B-1 and B-2 of the agenda. In order to develop the new shared costs, Fiscal needs to know what the FTE participation will be beginning July 1, 2005. Mr. Dawson reported we will be getting the budget together and out to the Partners by the second week in January in time for the required 30-day Public Comment Period.

Representatives from Lake Metropolitan Housing, Lakeland Community College, Ohio Rehabilitation Services, Auburn Career Center, Lake County Economic Development, Neighboring, JPC Learning Center, and Painesville ABLE indicated that they **did not** anticipate any FTE participation changes for the period beginning July 1, 2005. Jill Oliver of Goodwill Industries, indicated she get back to us in the very near future regarding this matter.

Bob Dawson asked Marty Singer to check with representatives from Mature Services and Rural Opportunities, who were unable to attend this meeting, to find out what their anticipated FTE participation will be beginning July 1, 2005.

John Trott, Deputy Director, Office of Local Operations, had indicated to Bob Dawson at a Workforce ELC meeting in Columbus on November 18, that they (ODJFS) were not anticipating any major changes for fiscal year 2006 at the One-Stops. John said that the locations where there could be changes in participation had already been notified. Therefore, ODJFS should remain at their current participation level for the period beginning July 1, 2005.

Cathy Haworth questioned how close we were to getting the One-Stop Certified. Marty Singer reported to the group that we had our Certification visit and he anticipated Certification in early January 2005.

Cathy Haworth expressed her appreciation to Bob Dawson and JFS staff for their hard work and efforts in putting together the Business Plan and MOU.

As there was no further business, the meeting was adjourned.

Additional Note:

Since this meeting, Goodwill Industries has indicated that they will be participating on a one day per week basis.

Mature Services has indicated they will continue to participate on a half day per week basis.

/caa