

MEETING MINUTES
Lake1Stop Partners
LAKE COUNTY WORKFORCE INVESTMENT BOARD
January 17, 2008– 10:00 am
At
Lake County Department of Job and Family Service

Partner Representatives in Attendance

Carol Darr, Painesville City Schools - ABLE
Gary Darr, Painesville City Schools - ABLE
Phyllis Wargo, ORSC/BVR
Bert Gonzales, Rural Opportunities
Susan Pray, ORSC/BVR
Mary Spencer, Lake County JFS
Elaine Byrd, Auburn Career Center
Steven Knotts, Lake Metropolitan Housing Authority
Jeff Yaist, Ohio Department of Job and Family Services
George Blasier, Goodwill Industries
Barb Augis, Ohio Department of Job and Family Services

Staff in Attendance

Bob Dawson
Leslie Ryan

Chairman Jeff Yaist called the meeting to order at 10:05 am and asked each attendee to introduce themselves to the group.

Minutes of the October 2, 2007 meeting were reviewed and acknowledged. (No vote was taken because the majority of the Partner Representatives in attendance were different from the Partner Representatives in attendance at the October 2, 2007 meeting).

Jeff Yaist presented the Balanced Scorecard for Lake1Stop which was updated through the end of 2007. Jeff explained the background of the One-Stop's goals and the Balanced Scorecard concept. Good to excellent progress is being made on all goals with the exception of three areas. Bob Dawson addressed all three areas including what is being done to get them back on track. Chairman Yaist was quick to point out that the vast majority of the areas on the scorecard were very positive reflecting that a lot of good things were taking place at Lake1Stop.

Bob Dawson reviewed a graphic summary showing the current numbers of (registered) participants being served with WIA dollars and the current actual expenditure rates compared with several years of history. Over the past eighteen months the numbers of clients served and the dollars of expenditures has risen to a level that is relatively equal to our on-going allocations which is a healthy situation.

Bob Dawson also presented and reviewed a report of Area #5's (Lake County) First Quarter PY 07 WIA Performance showing that we are "Exceeding" the performance standard in five of the six Common Measures areas and "Meeting" the performance standard in the sixth area. Bob Dawson discussed the new Common Measurers in detail and what strategies are being used to continue to meet the standards.

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Other reports distributed and discussed were the status of Lake County's Incumbent Worker Training Program and the status of the Lake1Stop Outreach Initiative.

Jeff Yaist introduced the presentation of the Lake1Stop Shared Cost Budget(s) by explaining the new TAA/WIA Integration Initiative at One-Stops which has prompted ODJFS to return several of their employees to Lake1Stop resulting in their participation increasing to five (5) full-time equivalents (fte) effective February 1, 2008. Mary Spencer, Business Manager for Lake County Job and Family Services, reviewed the Cost Sharing Budget which will be effective February 1, 2008 and another Cost Sharing Budget for the year beginning July 1, 2008 and running through June 30, 2009. The Budget effective February 1, 2008 is lower than the current Budget and the Budget being proposed for the year beginning July 1, 2008 is lower yet.

Carol Darr moved to adopt the Lake1Stop Cost Sharing Budget for the new program year beginning July 1, 2008; Steven Knotts seconded the motion; all were in favor; motion carried.

Bob Dawson reviewed the One-Stop Memorandum of Understanding (MOU) changes that the State is requiring effective July 1, 2008. The changes involve adapting the wording under "Performance Goals" to fit the new Common Measures and making specific reference under "Continuous Improvement" to the new Gold Standard Continuous Improvement Program for One-Stops.

Jeff Yaist discussed the new Gold Standard Continuous Improvement Program and advised the committee that we intended to invite Ron Weber, North Region, One-Stop Field Supervisor for ODJFS to our next Partners meeting in May to give us an overview of the Program.

Steven Knotts moved and George Blasier seconded a motion to adopt the recommended MOU changes effective July 1, 2008; all were in favor; motion carried.

The Partners agreed that they liked last year's process of soliciting individual Partners signatures and then bringing them together into a fully executed MOU. That process will be used to execute the new MOU which needs to be sent to Columbus by March 15, 2008

There being no further business Jeff Yaist adjourned the meeting at 11:35 am.

The next Partners Meeting is scheduled for May 20th beginning at 10:00 am at Lake1Stop.

