

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

OCTOBER 24, 2001 - 3:00 P.M.

at Dept. of Job & Family Services
177 Main St., Painesville, Ohio

COMMITTEE MEMBERS

ATTENDING:

Joe Francesconi
Dave Kalina
Paul Magnus
Roger Sustar

OTHER BOARD MEMBERS

ATTENDING:

Art Iacofano

STAFF ATTENDING:

Pam Fiederer
Donna Mona
Susan Moran

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

**REVIEW AND APPROVAL OF MINUTES OF
NOVEMBER 20, 2000 AND MARCH 1, 2001:**

Motion was made by Mr. Kalina and seconded by Mr. Sustar to approve the minutes of the meetings of November 20, 2000 and March 1, 2001. Motion passed.

**DEFINITION OF LIMITED FUNDING AND REVISION OF
PRIORITY SYSTEM FOR TRAINING SERVICES:**

Ms. Mona advised that the state has requested that a "limited funding" definition be established for our local area. When this "limited funding" level is reached, then a priority system is activated for determining which customers may receive intensive and training services (residency requirements may be included in this priority system). The Planning Committee had recommended that this "limited funding" level be set at the point when 70% of the annual budgeted training funds have been obligated or spent. This recommendation went before the Executive Committee when it met August 1, 2001.

The Executive Committee requested that the Planning Committee revisit the issue of the "limited funding" definition, and suggested that rather than using the 70% benchmark, it might consider using a graduated system.

The Planning Committee discussed the issues of the limited funding definition and residency requirements with regard to priority of service.

Motion was made by Mr. Sustar and seconded by Mr. Kalina as follows:

To establish a priority system for adult funds budgeted for training services which would be implemented when adult training funds obligated or expended exceed the following levels of budgeted available funds:

End of First Quarter	33%
End of Second Quarter	67%
End of Third Quarter	82%

and to add "Out of County Resident" to the *Adult Priority of Training Service Checklist* (Attachment A to these minutes) so that, if the priority system based on the limited funding formula above is in effect, non-Lake County residents will not be served with adult training services. Non-Lake County residents' requests will be put in a hold status until such time as the priority system is no longer in effect.

Upon discussion, motion passed.

DISCUSSION OF EXECUTIVE COMMITTEE PRIORITIES FOR PY01:

Mr. Francesconi advised that at its last meeting on August 1, 2001, the Executive Committee had set out priorities for the Workforce Investment Board for Program Year 2001, and that toward meeting certain goals, Mr. Dawson will be assigning tasks to the appropriate committees. These 5 keys strategies for PY01 were as follows:

1. Develop employer partnering.
2. Present local performance statistics to the Board.
3. Develop public relations release geared to the general public.
4. Develop public relations release geared to clients.
5. Develop public relations release geared to employers.

The Planning Committee suggested that in developing partnerships and commitments from local employers for hiring ETA customers, it is important to involve the small business community as well as the large employers. It was also recommended that an inventory be prepared showing what workers we have available before we approach employers. It is important to know what we can offer the employers and what the employers' needs are.

The Committee recommended marketing the One-Stop's services to employers and suggested the possibility of producing a video. In any marketing geared toward the community, they suggested that the success stories of any customers we have served would be very effective. They also recommended a similar

presentation to the full Board, either by video or by a tour of the One-Stop at the full board meeting.

It was recommended a snapshot of the One-Stop's clientele be presented to the Board, showing the kind of work that our customers are looking for and the services they are seeking. The Committee expressed its opinion of the importance of differentiating and distinguishing the One-Stop center from the functions of Lake County Job & Family Services, that the community understand that the One-Stop center serves not only the Job & Family Services clients, but other members of the community as well. They felt it was important for the Board to understand what segments of the community are served and how many people are coming through the system for both core and intensive services.

ADJOURNMENT:

There being no further business, meeting adjourned at 5:25 p.m.