

**MINUTES OF A MEETING  
PROGRAM REVIEW AND  
COORDINATING COMMITTEE**

**June 6, 2005 - 8:30 a.m.**

**At**

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

**COMMITTEE MEMBERS ATTENDANCE**

Jim Dillard  
Lou Falk  
Ken Kastelic  
Dan Hart  
Steve Tsengas

**STAFF ATTENDANCE**

Marty Singer  
Pam Fiederer  
Carol Anderson  
Terri Richards

**REVIEW AND APPROVAL OF MINUTES OF MARCH 22, 2005 MEETING**

**A Motion was made by Lou Falk and seconded by Steve Tsengas to approve the minutes of the March 22, 2005 Program Review meeting. All approved; motion passed.**

**NEW BUSINESS – Training Provider Applications**

JPC Computer Learning Centers:

Bob Dawson reviewed JPC Computer Learning Centers' Provider Applications. Mr. Dawson explained to the group that JPC would like to provide programs that would be above and below the current program. The new program applications JPC is requesting approval for will allow all levels of training to be provided.

**A Motion was made by Mr. Dan Hart and seconded by Mr. Lou Falk to approve JPC Computer Learning Centers Provider Applications for PC Fundamentals Certificate Program, Microsoft Word Application Specialist, Microsoft Excel Application Specialist and Enhanced PC Fundamentals Certificate Program. All approved, Motion passed.**

Mr. Dawson announced JPC Computer Centers has been sold. Bob Dawson and Art Iacofano met with the new owners. One of the reasons for the meeting was to explain that LCDJFS would not be able to reserve computers for JPC in the One-Stop Computer Lab. We are running out of space. Therefore, we will not be issuing an RFP for "in-house" training beginning in PY 2006 (July 1, 2006). JPC's programs will continue to be available at their off-site locations. Mr. Dawson talked about the new software the One-Stop Center will be getting in the near future.

Auburn Career Center:

Bob Dawson reviewed the Northeast Ohio Culinary Institute Program with the group. Mr. Dawson feels there will be a good return on our training cost investment.

**A Motion was made by Steve Tsengas and seconded by Dan Hart to approve Auburn Career Center's application for Northeast Ohio Culinary Training Institute Program. All approved, Motion passed.**

Mr. Dawson will get more data together for the next WIB meeting on the pay scale for the NEO Culinary Training Institute Program.

#### Other Business

Pam Fiederer talked about Cisoria Academy of Cosmetology. We received a letter from Cisoria Academy after the program was not approved. The letter described their program in detail. After receipt of the letter, Ms. Fiederer tried to call the proprietor; however, their phone was disconnected. No action was taken by the committee.

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