

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

**November 16, 2005 - 11:30 a.m.**

**At**

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

Board Members Attendance

Eric Barbe  
Dr. Morris Beverage  
Carol Darr  
Doug Daugherty (for Tom Schultz)  
Daniel Deitrick  
Jim Dillard  
Lou Falk  
Susanne Friedland  
Art Iacofano  
Spence Kline  
Terry Lazar  
Jeff Malish  
Ron Maruszak  
Pat McAteer  
Dr. Keith Miller  
Jennifer Rooney  
Mark Rosborough  
Fred Zawilinski

Staff Attendance

Bob Dawson  
Pam Fiederer  
Leslie Ryan  
Carol Anderson

Other Attendance

Commissioner Daniel Troy

The meeting was called to order by Eric Barbe.

**Floor Open to Public:**

None

**New Business:**

Introductions

Bob Dawson introduced Leslie Ryan, Assistant Administrator, Income Maintenance Division. Leslie will be assuming some of Marty Singer's responsibilities as One-Stop Operator.

Bob Dawson also introduced new Board members, Ron Maruszak of Computer Savvy, Mark Rosborough of the Labors' International Union of North America who is replacing Ken Kastelic and Jennifer Rooney, Mature Services, who is replacing Paul Magnus.

**Old Business:**

Approval of Minutes from Meeting of June 22, 2005 meeting:

**A Motion was made by Jeff Malish and seconded by Susanne Friedland to approve the minutes of the June 22, 2005, meeting. All approved; Motion passed.**

**Administrator's Report:**

**Mr. Robert Dawson**

Mr. Dawson reported the ODJFS performed its annual comprehensive monitoring review, which is not yet formalized at this time, however, the monitor indicated Lake County's evaluation will be extremely positive.

Mr. Dawson talked about some activities and accomplishments since the last Board meeting. Computer hardware in the Learning Lab has been replaced and updated; new eligibility manual for Dislocated Workers has been drafted and put into practice; the Employer Outreach Project was completed; and per the Board's request, an application has been filed to register "Jobapalooza" as a trademark of which we are waiting approval from the Secretary of State.

Mr. Dawson reviewed some of the upcoming issues which include: Implementation of the new "common measures" for WIA performance; Lake County is preparing to implement use of the Eligible Training Provider Online System; and, the state is beginning to recertify local One-Stops.

Bob Dawson talked about how some of the members of the Board have commented on the possible job opportunities that will become available when the Painesville City School District begins its new school construction project. The News Herald recently published an article about the school district's efforts to involve local workers, vendors, and trades people in this project. A copy of the News Herald article was distributed to the group for review. Jim Dillard reviewed the plan. Mr. Dillard explained there would be a series of committee meetings to assure the local contractors will be made aware of the process to become a part of the project. The bidding process will begin in the middle of December. The school board wants these dollars to stay in Lake County as much as possible.

**Executive Committee:**

**Mr. Eric Barbe**

As the Board requested at its last meeting, a letter was sent July 14<sup>th</sup> to the Base Realignment and Closure Commission of the U.S. Department of Defense, with a request not to close the Cleveland office of the Defense Finance and Accounting Service. Mr. Barbe was pleased to report that in August, the BRAC Commission not only announced these crucial jobs would stay in Cleveland but also 600 more jobs may be added.

Mr. Barbe has a letter from Mike DeWine in response to his letter to the DFAS for the group to review if anyone wishes to do so.

### **Planning Committee**

The Planning Committee has not met since the last Board meeting.

### **One-Stop Committee**

The One-Stop Committee has not met since the last Board meeting

### **Marketing Committee:**

**Mr. Jeff Malish**

Mr. Malish reported the Lake One-Stop System sponsored its third Jobapalooza job fair on September 20, 2005. Approximately 50 employers participated in this event, which was held at the Lake County Fairgrounds. The event was reported to be very successful.

### **Program Review & Coordinating Committee**

**Mr. Jim Dillard**

The Program Review Committee met on October 26, 2005, to review six new training programs. Mr. Dillard reviewed these programs with the group.

Jim Dillard reported the Committee is recommending a change in the procedure for reviewing training programs and approving agreements with training providers. Mr. Dillard explained that the change was necessary because the State of Ohio is implementing an on-line system which providers will use to propose programs to local areas. Local areas will also use the on-line system to indicate their approval or disapproval of programs. The following resolution was submitted:

Resolution recommending the adoption of the revised “Policies and Procedures for Identification of Eligible Providers of Training Services And Use of Individual Training Accounts” to comply with the Ohio Department of Job and Family Services Eligible Training Provider Online System, and to authorize the Lake County Department of Job And Family Services’ Director to give final approval or disapproval of All training provider agreements and amendments.

**A Motion was made by Jeff Malish and seconded by Dr. Morris Beverage for a Resolution to Adopt the Revised Training Provider and ITA Policy. All approved; motion passed.**

There was considerable discussion regarding the revised Training Provider ITA Policy. Bob Dawson talked about the strict time restraints put on agencies with the new on-line system. Mr. Dawson explained in order to meet these timelines, we would have to meet about once every two weeks.

Instead, we are proposing that Art Iacofano appoint a three member review committee to set guidelines which will be adopted by the WIB. The Committee would pass their recommendations along to Mr. Iacofano.

## **TRAINING PROVIDER APPLICATIONS**

After discussions by the WIB Members on the Resolutions recommended by the Program Review Committee to approve or disapprove the following programs, the subsequent motions were made by the WIB Board members.

### *Kent State University – Nursing*

The Program Review Committee recommends approval of Kent State University's Nursing Program. After some discussion, a motion was made to approve.

**A Motion was made by Lou Falk and seconded by Susanne Friedland for a Resolution to approve Kent State University's Nursing Program. All approved, motion passed.**

### *Stanford-Brown Institute*

#### *Criminal Justice*

The Program Review Committee's recommendation is not to approve the Stanford-Brown Institute's Criminal Justice Program. The question was asked why the committee is not recommending approval. Bob Dawson explained the program provides training in excess of the level necessary for non-degreed jobs in the occupational field. After some discussion, a motion was made not to approve this program.

**A Motion was made by Spence Kline and seconded by Lou Falk for a Resolution not to approve the Sanford Brown Institute's Criminal Justice Program. All approved; motion passed.**

### *Diagnostic Medical Sonography Program*

The Program Review Committee's recommendations is not to approve the Sanford-Brown Institute's Diagnostic Medical Sonography Program. The reason for recommendation not to approve is that the supply of workers exceeds projected job openings by more than 200%; low return on investment and clients meeting entrance criteria would be employable without additional training. There was some discussion before accepting the recommendation not to approve.

**A Motion was made by Jeff Malish and seconded by Spence Kline for a Resolution not to approve Sanford Brown Institute's Diagnostic Medical Sonography Program. All approved; motion passed.**

*Advanced Message Therapy*

The Program Review Committee's recommendation is not to approve Sanford Brown Institute for an Advanced Message Therapy Program.

**A Motion was made by Spence Kline and seconded by Jeff Malish for a Resolution not to approve Stanford Brown Institute's Advance Message Therapy Program. All approved; motion passed.**

*Medical Billing and Coding Specialist*

The Program Review's recommendation that a training provider program with Sanford Brown Institute be approved for a Medical Billing and Coding Specialist. After discussion among the Board members, a motion was made to approve this program.

**A Motion was made by Jeff Malish and seconded by Carol Darr for a Resolution to approve the Sanford Brown Institute's Medical Billing and Coding Specialist Program. The majority approved; motion passed. Mr. Spence Kline and Dr. Morris Beverage abstained.**

*Medical Assistant Program*

The Program Review's recommendation that a Training Provider Agreement not be approved with Sanford Brown Institute for a Medical Assistant Program.

**A Motion was made by Spence Kline and seconded by Jeff Malish for a Resolution not to approve Sanford Brown Institute's Medical Assistant Program. All approved; motion passed.**

**Other Business**

None

**Adjournment**

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