

**MEETING OF THE LAKE COUNTY WORKFORCE INVESTMENT BOARD**  
**Thursday - November 15, 2007 at 11:30 a.m.**  
**Lake County Department of Job & Family Services**  
**177 Main Street, Painesville**

**In Attendance**

Eric Barbe	Louis Falk	Sam Delzoppo
Jeff Malish	Gretchen Skok-DiSanto	Pat McAteer
Allen Weaver	Terry Lazar	Tom Schultz
Jennifer Rooney	Matt Battiato	Jeff Yaist
Dr. Keith Miller	David Kalina	Carol Darr
Dr. Morris Beverage	Spence Kline	Sandy Halpert

**Not in Attendance**

Ron Maruszak	John Forbes
Mark Rosborough	Dan Hart
Ed Phillips	Gale Leonard
Dan Deitrick	Ann DiDonato
Jim Dillard	

**Others in Attendance**

Bob Dawson
Leslie Ryan
Nicole Simpson

**I. Call to Order/Introductions:..... Jeff Malish**

Mr. Malish welcomed everyone to the meeting at 11:45 a.m. Jeff opened the floor to the public. There were no public comments. The floor was closed to the public. Jeff introduced new member Allen Weaver representing the Lake County Economic Development Center. Allen is replacing Cathy Haworth who has retired. Bob Dawson introduced Nicole Simpson, Manager of the CGI Technologies Unit that is providing contract services at Lake1Stop.

**II. Minutes of the June 12, 2007 Meeting: ..... Jeff Malish**

It was noted that John Forbes was listed on the minutes as “not attending” twice. Eric Barbe moved that the minutes be approved as amended; the motion was seconded by Spence Kline; all in favor; motion carried.

**III. Administrator’s Report:..... Bob Dawson**

Bob Dawson opened his report by thanking Tom Schultz, Superintendent of the Auburn Career Center Workforce Development Program for sponsoring the WIB meeting and the boxed lunches. There has just been a new guidance letter published that will allow the purchase of lunches at the WIB meetings again. Bob

shared some recent newspapers articles about Lake1Stop. Bob reviewed several graphs showing the numbers of clients served and WIA dollars spent for the year ending June 30, 2007 all of which showed marked improvement over prior years. Bob also explained the Year-end June 30, 2007 WIA Performance Report. All Adult and Dislocated Performance measures were “met” or “exceeded” for the year. Bob shared with the WIB examples of the new Common Measures and explained how they will represent our performance goals for this year and beyond. Also reviewed was the new (draft) “Ohio Talent Ready Network” logo that the State has introduced and that they have indicated they will use to brand Ohio’s workforce system beginning in early 2008. Dave Kalina asked about the Ohio Skills Bank Initiative that he has heard about recently. Bob Dawson explained the project, the expected outcome and how Lake County will be involved.

**IV. Standing Committee Reports:**

**Executive Committee:..... Jeff Malish**

Mr. Malish reported on the Executive Committee meeting of July 26, 2007. At that meeting committee members were given a full up-date on the initiatives and activities at Lake1Stop. The Committee also approved an Incumbent Worker Training and Spending Plan within the Healthcare Career Pathways for an amount representing approximately one-half of the available IWT dollars available and directed the staff to continue to pursue the development of a career pathways for the manufacturing sector. The Committee also set the current program year’s WIB meeting dates for today, April 3, 2008 and June 12, 2008.

**Program Review Committee: .....Eric Barbe**

The Program Review Committee did not meet since the last WIB meeting. Mr. Barbe spoke about CGI Technologies and referred to the Lake1Stop Workshops schedules that were in the meeting handouts. Eric introduced Nicole Simpson from CGI Technologies who manages their staff working at Lake1Stop. Ms. Simpson discussed CGI’s role at the One-Stop and gave a very positive report on their experience here in Lake County and the progress that is being made. Nicole was particularly complementary of the Partner involvement and the spirit of team work that exists here and thanked the WIB for the opportunity to provide services at Lake1Stop.

**Planning Committee: ..... Dave Kalina**

The Planning Committee did not meet since the last WIB Meeting however Mr. Kalina reported on several planning activities that the staff is involved with

including work on developing a career pathways for manufacturing and meetings that they are attending in preparation for the Ohio Skills Bank Initiative.

**Marketing Committee: .....Pat McAteer**

Ms. McAteer reported that the Marketing Committee met on September 27<sup>th</sup>. They reviewed the results of the previous year’s Outreach effort which were very good. They considered a potential \$20,000 (\$5,000 is designated for job fairs) Outreach allocation for the current program year. The committee looked at the Lake1Stop goals and developed tactics and budgets that they felt would assist in accomplishing the goals. The Lake County Outreach Plan was submitted to the State and we were awarded the allocation and received approval to proceed with the Plan on October 22<sup>nd</sup>. Most of the Outreach activities will begin in January (2008). Pat referred to the meeting handout entitled PY 07 Outreach Plan which listed the Outreach program goals, measurements, tactics and budgets.

**One Stop Committee: ..... Jeff Yaist**

Jeff Malish thanked Jeff (Yaist) for accepting the One-Stop Committee Chair replacing Cathy Haworth. Mr. Yaist reported that the One-Stop Committee met on October 9<sup>th</sup> and they were presented an overview on the many activities and initiatives taking place at Lake1Stop including PY 06 year–end WIA spending and performance, an update on Lake1Stop Workshops, the final PY06 Outreach Plan results and the PY 07 draft Plan, the WorkKeys Career Readiness Initiative, Rapid Response Activities at Parker Hannifin, the final PY 06 statistics for Incumbent Worker Training and the PY 07 Incumbent Worker Training Plan & Spending Plan that had been approved by the Executive Committee.

It was announced at the meeting that JPC Learning Centers was closing their Painesville training center and would no longer be participating as a Partner under the Lake1Stop MOU. Jeff announced that ODJFS would be increasing their participation under the One-Stop MOU effective February 1, 2008 as part of the WIA/Trade Integration effort so that the other Partners could expect a small reduction in their shared cost obligations in the near future.

The One-Stop Committee also reviewed and adopted a set of proposed goals for the current year. The goals were derived from the Area #5 Strategic Business Plan, the new Gold Standard Continuous Improvement Program for One-Stops, in support of the new Common Measures performance goals, in conjunction with the PY 07 Outreach Plan along with other local and regional initiatives that are underway. Jeff explained that the goals had been placed on a “balanced-scorecard” which was distributed to the WIB and received several favorable comments from Board Members.

**Youth Council: ..... Keith Miller**

Dr. Miller reported that the Youth Council had not met since the last WIB meeting but advised the Board that exactly one hundred (100) youth have been enrolled in programs so far this year (since 7/1/07). Thirty-three (33) are enrolled in the In-School Program at Catholic Charities, forty-five (45) are enrolled in the In-School Program at Willoughby-Eastlake City Schools and seven (7) In-School Youth are enrolled in the program operated by Goodwill Industries. There are 12 youth enrolled in the Catholic Charities Out-of-School Youth Program and three (3) Out-of-School Youth enrolled at Goodwill Industries. The summer portion of all of the programs went very well this year. The Youth Council will be meeting several times in early 2008 to oversee the procurement process for Youth Program Operators for the Program Year beginning July 1, 2008. Meeting dates will be announced in the near future.

**V. Other Business: ..... Dave Kalina**

There was no other business.

**VI. Meeting Adjournment**

There being no further business, Sam Delzoppo moved to adjourn the meeting at 12:40 p.m.; the motion was seconded by Spence Kline; All in favor; Motion carried.