

MEETING MINUTES
Lake1Stop Partners
April 28, 2010 – 10:00 AM
Lake County Department of Job and Family Service

Partner Representatives in Attendance

Carol Darr, Painesville ABLE
Steven Knotts, Lake Metropolitan Housing
Matt Battiato, Lake County Department of Job & Family Services
Jennifer Rooney, Mature Services
Jeff Yaist, Ohio Department of Job and Family Services
Allen Weaver, Lake County Port Authority
Hilary Strauss, Goodwill Industries of Ashtabula
Maggie Lynch, Auburn Career Center

Staff in Attendance

Bob Dawson
Leslie Ryan

Guests in Attendance

Teresa Nicholson, ODJFS
Sonya Holland, One-Stop Supervisor, ODJFS

Chairman Jeff Yaist called the meeting to order at 10:05 AM and asked each attendee to introduce themselves to the group. Sonya Holland is the new ODJFS Supervisor at Lake1Stop.

Matt Battiato moved and Steve Knotts seconded a motion to approve the minutes of the January 27, 2010 meeting. All were in favor; motion carried.

Jeff Yaist presented the Balanced Scorecard for Lake1Stop which was updated through March 31, 2010. Jeff explained the background of the One-Stop's goals and the Balanced Scorecard concept. All the goals were met or were showing excellent progress through the first half of the Program Year with the exception of the Small Business Capitalization Grant(s) where the State's waiver request was denied by the DOL. Jeff pointed out a number of areas where the progress was exceptional especially in-light of the challenging economy. Jeff commented on the number of targets with green stars (goal attained) and mentioned that the Workforce Investment Board really appreciated the Balanced Scorecard and seeing the progress being made at the One-Stop during the year.

Bob Dawson presented and reviewed performance related reports including the PY 09 2nd Quarter WIA Common Measures Performance and the Area #5 WIA Return on Investment Analysis for the first three quarters of the program year. Lake County "Exceeded" the WIA performance standards for all six Adult and Dislocated Worker Common Measures for the 1st half of PY 09.

We attained at 4.5 (450%) Return on Investment (versus a target of 2.0>) on total WIA expenditures for the first three quarters of the program year. Bob mentioned that the State has been saying that they did not anticipate making the Common Measures Performance this year. Bob said “We did not get that memo!” Our performance continues to be excellent and the ROI has never been better. A Return on Investment report is something current WIB Chair Dave Kalina had requested be developed during his watch and it has been a great tool to measure the financial impact of local expenditures. Several Partners commented on the fact they liked that the ROI was a business tool used in the private sector.

Bob reviewed the current status of WIA funds including projected carry-over funds at June 30, 2010. He also presented the preliminary PY 10 formula allocations recently released by the ODJFS Office of Workforce Development. Because of the timing and formula and the fact that Lake County’s jump to double digit unemployment hit all at once in early 2009 well after most workforce areas in the State, we will be receiving a very large DW allocation for the next program year and will not hurt for funds to serve that population. Our Adult and Youth allocations are down about 8% which is a common reduction to the State allocation. Bob stated we should be ok with these allocations when our expected carry-over(s) are added in. Funding in PY 11 is expected to be a big problem for the local areas if WIA is not re-authorized by then.

A report on the Project HIRE initiative was distributed and discussed. Lake County is one of Ohio’s leaders in the use of these funds. As of April 19th, Lake County had written 30 OJTs with 12 different employers for a total training value of \$161,000. An employer testimonial sheet was also distributed with three local employers applauding the value of Project HIRE and the OJTs. Staff is working to make sure that employers that regularly use Lake1Stop services are versed on the Federal Hire Act tax credit as well. The programs go hand-in-hand in that they represent employer incentives for hiring unemployed workers. Bob announced that ODJFS was requesting funding from the Fed for a statewide National Emergency Grant that would put OJT funding in-place for the next program year.

The Partners reviewed the earlier request from American Logistics Group (ALG), Inc. to become a Lake1Stop Partner. Bob Dawson distributed a summary of the due-diligence steps that had been performed on the issue of For-Profits as Partners including information from the ODJFS Office of Workforce Development, calls made to other one-stops and the opinion of Assistant Lake County Prosecutor Eric Condon on the matter. After considerable discussion there was a lack of consensus among the Partners to allow additional For-Profits as Partners. Since the MOU requires unanimity on all matters, no further For-Profits can be accepted as Partners.

The committee reviewed the PY 10 One-Stop Cost Sharing Budget based on anticipated Partner & Vendor Participation. The PY 10 Budget is down slightly from the current PY 09 Budget. There is virtually no difference in FTE cost to the Partners due to the cost absorption by TANF and the CGI contract and the rounding that is used in the budget calculations. Jeff Yaist stated that ODJFS would like to add 1 FTE when space is available. Bob stated that ORSC/BVR has three offices tied up with only one representative currently on-site and he has asked them to release an office to make room for another ODJFS staffer who could be providing (needed) services on a regular, daily basis.

It is our understanding that the only required document for execution will be the Business Plan Amendment since we are in the middle of a two-year MOU and we are not requesting any changes and the Cost Sharing Budget does not represent any increased financial liability for any Partners.

The status of the Gold Standard Continuous Improvement Program was discussed. The State's emphasis has been on securing employer feed-back through the on-line survey. At last report, Lake County had the largest number of employers responding to the survey. Bob stated that this is quite an accomplishment in it-self since we are the smallest workforce area in the State of Ohio. Leslie Ryan reported on the Partner Cross-Training Meeting held recently. A majority of the Partners were represented and the feed –back has been excellent. The format utilized role playing to show how each Partner could help consumers under different situations and then the Partner representatives discussed what agency should take the lead and how referrals could be made among Partners to best help a consumer. Another cross-training event will be scheduled over the next few months. The ultimate goal is for all Partner representatives to understand each others role and services. The ultimate winner should be the One-Stop consumer who gets the services they need with the least amount of confusion and effort.

It was announced that Lake County's One-Stop Enhancement Plan was approved for an allocation of \$124,500. The Plan includes improving the software on our computers in the Resource Room and purchasing equipment to improve our workshops and training offerings such as a white board, lap tops and a closed wireless network for training job seekers and employers on the Ohio Means Jobs system. The first 1/3 allocation has already been made available.

The next meeting of the One-Stop Committee was scheduled for Wednesday, September 15, 2010 at 10:00 am at Lake1Stop.

There being no further business, the meeting was adjourned at the call of the Chair at 11:15 AM.