

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD  
PERFORMANCE COMMITTEE MINUTES  
OF  
MONDAY, SEPTEMBER 21, 2020**

Summit and Medina Workforce Area Council of Governments (SAMWA COG)

Via Microsoft Teams

Link: [Join Microsoft Teams Meeting](#)

---

**Committee Members Present:** Sharlene Chesnes; Robert DeJournett; Jessica Heid, Chair; Martin Helms; Michelle Moran; Joan Pritchett

---

**Guests/WDB Members Present:** Jeff Bissell, WDB Chair

---

**SAMWA COG Staff Present:** Grace Glaubman, Policy, Procurement, and Performance Administrator; Tammy Kaser, Operations Coordinator; Christine Marshall, Executive Director

---

**I. CALL TO ORDER**

- a. Heid called the meeting to order at 3:01 PM. Those on the video call announced themselves.

**II. APPROVAL OF MINUTES**

- a. Heid requested a motion to approve the committee's 8/3/2020 meeting minutes. Chesnes made the motion, which Pritchett seconded. With no objections or abstentions, the motion carried and the minutes were approved.

**III. REPORTS**

- a. Glaubman reviewed the SFY 2020 State of Ohio UNADJUSTED Q4 WIOA Performance Report
  - i. Area 2 met or exceeded all measures with the exception of CCMEP Youth credential attainment, which was anticipated based on live reports and consistent underperformance on this measure in Summit County.
  - ii. The Adult credential attainment rate in Medina was lowered by a data entry error by the previous career services provider that inflated the denominator for that measure; this is being addressed with the State.
- b. Glaubman reviewed the SFY 2020 State of Ohio UNADJUSTED Q4 CCMEP Performance Report
  - i. This report includes all CCMEP youth, including TANF and dual-enrolled WIOA/TANF, and for this population as well, Area 2 met or exceeded all measures except credential attainment.
  - ii. The Summit County Youth credential attainment rate is comparable to the statewide rate, and a lower standard for Area 2 has been submitted to the State ahead of 2020 performance standard negotiations.
- c. Glaubman delivered Adult/Dislocated Worker Provider Performance Reports for SFY 2021, July - August
  - i. In Summit County, 110 jobseekers have been placed so far this fiscal/program year; 15% of placements were in Healthcare, 14% in Manufacturing, 18% in Professional and Business Services; the YTD average wage for placements is \$16.48; 22 Individual Training Accounts have been written; 3 On-the-Job Training Plans have been written; the average starting wage for OJT trainees is \$14.64 per hour (we expect that to rise as more plans are written over the year); there have been 40 job orders and 2 virtual recruitments.
  - ii. In Medina County, 35 jobseekers have been placed so far; the YTD average wage is \$24.49

per hour; 17% of placements were in Healthcare, 17% in Manufacturing, 17% in Professional and Business Services, 14% in Retail; 6 ITA's have been written; no OJT Plans have been written so far this fiscal/program year, though 2 that ended in May have both been retained by the OJT employer.

#### IV. OLD BUSINESS

- a. Glaubman discussed with the Committee the upcoming WIOA Performance Workgroup meeting for SFY 2021/2022 WIOA and CCMEP performance negotiations. In early August, the State of Ohio issued proposed performance standards to the Areas; the Areas responded with a counterproposal for their Area's performance standards based on data analysis of historical and predicted program performance. The next step in the performance negotiation process is a phone call on September 24, 2020 with representatives of the State, Area 2, and both lead agencies. The State proposed slight increases in standards for Adult career services across a number of measures based on past performance that exceeded the standards. The State proposed lowering the Youth credential attainment standard by 5%. Area 2 is counter-proposing a lower standard for the Youth measurable skills gain metric, which has been trending down in part due to difficulty in tracking skills gains for out-of-school youth. In addition to negotiating standards, the State also adjusts final performance measures using a linear regression model that accounts for actual economic and demographic impacts during the program year.
- b. Recent updates to local policy approved by the State:
  - i. OJT policy—increased maximum reimbursement of training costs from \$7,000.00 to \$10,000.00 to attract more employers and higher-paying positions; the reimbursement schedule implemented in October 2019 remains in place.
  - ii. ITA policy—increased maximum reimbursement and increased maximum training period length for training that leads to a “critical job” as per State of Ohio guidelines, or a job related to the county-specific Opioid emergency recovery grant communities (EMT, mental health, healthcare, etc.); added Industry-Recognized Apprenticeship Program (IRAP) definition.
  - iii. A new Transitional Jobs service that fosters soft skills and work history for clients with barriers to employment and a history of inconsistent and/or low-wage employment.
  - iv. Added two new ways to categorize a client as Unlikely to Return to Previous Occupation, (which helps qualify them as a Dislocated Worker): (1) dislocated by COVID, and (2) previous occupation wage below average for that occupation in the client's home zip code as provided in O\*NET.
- c. United Labor Agency WIOA Adult/Dislocated Career Services FFY 2021 renewal agreement
  - i. Director Marshall referred the Committee to the Provider Reports for ULA's performance as a basis for recommending renewal of their contract.
  - ii. Heid called for a Motion to recommend to the Workforce Development Board the renewal of the Career Services contract with United Labor Agency, the second of two renewals available. Bissell made the motion which Chesnes seconded. With no objections or abstentions, the motion carried.

#### V. NEW BUSINESS

- a. Glaubman reviewed for the Committee the Continuous Improvement Plan (CIP) for Jobs for Ohio's Graduates (JOG) which resulted from the PY2017 and PY2018 ODJFS program monitoring by ODJFS. For PY2018, the State had required Area 2 to submit two CIPs to outline implementation steps in order to address issues with documenting youth work experience and youth grievance rights, and in turn, at the suggestion of the Performance Committee, Area 2 asked JOG to submit a CIP outlining their plan to do the same. A large percentage of the files with discovered errors in both years' monitoring belonged to youth whose files were being

maintained by JOG. What JOG submitted to the Area was nearly identical to what the Area had submitted to the State. They will be asked to resubmit the CIP and give more specific action items for improving case file documentation in order to avoid repeated errors prior to monitoring.

**VI. GOOD OF THE ORDER**

- a. The committee was reminded of the upcoming virtual WDB Regular meeting at 8:00 AM on Thursday, September 24.

**VII. ADJOURNMENT**

- a. Heid requested a motion to adjourn the meeting. Helms made the motion, which DeJournett seconded. With no objections or abstentions, the motion carried, and the meeting was adjourned at 4:22 PM.

*Prepared by*

*Tammy Kaser*

*Operations Coordinator, SAMWA COG*