

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
PERFORMANCE COMMITTEE MEETING
OF
MONDAY, AUGUST 3, 2020**

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

Link: **Microsoft Teams Meeting**

Committee Members Present:	Sharlene Chesnes; Jessica Heid, Chair; Joan Pritchett;
Committee Members Absent:	Robert DeJournett; Martin Helms; Michelle Moran; Nellie Rodman
Guests/WDB Members Present:	Anthony Esposito, WDB Vice 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. For Heid, who joined the meeting later, Chesnes called the meeting to order at 3:09 PM. Those on the video call announced themselves.

II. APPROVAL OF MINUTES

- a. Chesnes requested a motion to approve the committee's 5/11/2020 meeting minutes. Esposito 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 Q3 WIOA Performance Report (July 1, 2019—March 31, 2020)
 - i. So far for SFY 2020, Area 2 is meeting or exceeding all measures with the exception of Adult and Youth credential attainment, which is due in part to the typical timing of credential receipt later in the program year (May and June).
- b. Glaubman reviewed the SFY 2020 Office of Workforce Development Estimated Performance Report for Area 2's WIOA Adult Credential Attainment measure.
 - i. Medina County's denominator is unusually high for the Adult credential attainment measure as some clients were included by mistake who did not receive occupational skills training through WIOA. Removing those clients from the denominator gives the Area a rate that exceeds standards, in keeping with the long-term trend. Glaubman is working with the State to make the necessary corrections to the erroneously included cases.
- c. Glaubman reviewed the SFY 2020 Office of Workforce Development Estimated Performance Report for Area 2's CCMEP WIOA Youth Credential Attainment measure.
 - i. The Youth credential attainment rate is mainly affected by persistent issues in Summit County with follow-up and provider performance, but could also have been affected by interruptions in training due to COVID-19.
- d. Glaubman delivered Adult/Dislocated Worker Provider Performance Reports for SFY 2020, July – June
 - i. Total placements fell dramatically in Q4 due to COVID-19-related hiring, training, career services disruptions. It would be difficult to distinguish other factors unrelated to COVID-

- 19 that might have affected performance during Q4 of SFY 2020.
- ii. In Summit County, 909 jobseekers were placed; 1,100 attended a job center orientation; 191 were served who were on public assistance; the Average wage for all placements for the year was \$17.51/hour; the median wage was \$15.00/hour. The most placements were made in manufacturing, transportation/warehousing, professional/business services, and healthcare. 42 Individual Training Accounts were written with 30 completed successfully; 83% of ITA graduates are working, and of those, 84% are working in the field for which they trained; 32 On-the-Job Training plans were written, 23 have already been completed successfully; average ending wage for OJT trainees is \$26.74/hour (with an average starting wage of \$22.33). Since beginning to track 90-day retention, there have been 5 who completed an OJT more than 90 days before the end of the year, and all 5 were retained through 90 days.
 - iii. In Medina County, 309 jobseekers were placed; the median wage was \$14.00; the average wage was \$16.78; 270 attended a job center orientation (orientation was offered virtually after the COVID-19 shutdown); 37 served were on public assistance. The most placements were made in manufacturing, retail, transportation/warehousing, and healthcare. 8 ITAs were written with 2 graduated and one working in their field, and the others still in progress; 2 OJT plans were written with 3 completed successfully (including 1 written the previous year), at an end wage of \$21.81 per hour; one person completed an OJT as well as a 90-day retention window and they were retained through the end of the 90 days.
- e. Glaubman reviewed the monthly reports on Youth Provider Performance for Summit and Medina Counties, adding data for SFY 2020, Q4, April – June. As this standardized report was first implemented in January, data is available going back 6 months:
- i. In Summit County, 140 youth were placed in unsubsidized employment, 143 were placed in paid work experience, 0 were placed in unpaid work experience (no longer offered), 212 youth reported a measurable skills gain, 19 received a credential, and 4 moved on to college or other advanced training.
 - ii. In Medina County, 37 youth were placed in unsubsidized employment, 44 were placed in paid work experience, 0 were placed in unpaid work experience (no longer offered), 27 youth reported a measurable skills gain, 4 received a credential, and 0 moved on to college or other advanced training.
- f. Glaubman delivered One-Stop Operator Usage Reports for SFY 2020, July 2019 – June 2020, based on data from the State of Ohio’s County Financial Information System (CFIS) and Ohio Workforce Case Management System (OWCMS). The closing of the job centers’ physical locations in March, due to COVID-19, dramatically affected these numbers for Q4 and SFY 2020 overall.
- i. The Summit County OMJ Center received 12,324 visits by 4,687 individual clients; 453 visits were for an appointment with WIOA staff; 1,030 visits were to attend a 3-day ULA Career Workshop, 640 visits were for regular career workshops like resume writing and career exploration; 978 visits were to attend a job center orientation; 4,946 visits were by clients who came to use the Resource Room.
 - ii. The Medina County OMJ Center received 2,738 visits by 1,036 individual clients; 173 visits were for the purpose of seeking information about unemployment benefits; 395 visits were to attend a Career Workshop; 295 visits were by clients who came to use the Resource Room.

IV. OLD BUSINESS

- a. Glaubman provided an update on the allocation of Opioid Recovery Grant funds.
 - i. The Medina Children’s Services Case Aid temporary disaster relief worker has been working since last fall.

- ii. In Summit County, SCPH has hired 3 Peer Recovery Coaches that will be funded by the grant. There is a discussion on whether a fourth Coach will be hired as the Substance Abuse Network Coordinator position will no longer be recruited for.
- b. Glaubman updated the Committee on the status of ODJFS WIOA Program Monitoring for PY 2018/SFY 2019 (July 1, 2018 – June 30, 2019), which is now closed, and resulted in 2 significant observations in the Youth program review, requiring Continuous Improvement Plans (CIPs) to be submitted to the State: missing complaint procedure documents in youth files, and missing work experience documentation in youth files. Virtual training has been scheduled for youth provider staff covering the necessary documentation for youth files, and staff will be required to take a quiz to show they participated effectively in the training. Marshall noted these providers are entering the last available renewal of their contracts and next year a Request for Proposal will be released.

V. NEW BUSINESS

- a. Marshall informed the Committee of special grant funding for Area 2 totaling over \$1 Million, including Business Resource Network Funding and a COVID-19 Employment Recovery NDWG Grant.
- b. Glaubman informed the Committee of contract renewals for FFY 2020 (October 1, 2020 – September 30, 2021): the WIOA Adult/Dislocated Career Services Contract with United Labor Agency is the only Area 2 contract that runs on a Federal Fiscal Year. The contract was renewed once last year and is up for renewal again this October, which will be the second and last of two available renewals.

VI. GOOD OF THE ORDER

- a. Glaubman informed the committee of a WIOA Performance Workgroup virtual meeting with ODJFS on 8/4/2020 to discuss the process for negotiating performance standards for PY 2020-2021.
- b. The committee was reminded of upcoming meetings:
 - i. *Virtual* Performance Committee meeting at 3:00 PM on Monday, September 21
 - ii. *Virtual* WDB Regular meeting at 8:00 AM on Thursday, September 24

VII. ADJOURNMENT

- a. Chesnes requested a motion to adjourn the meeting. Pritchett made the motion, which Esposito seconded. With no objections or abstentions, the motion carried, and the meeting was adjourned at 4:13 PM.

Prepared by
Tammy Kaser
Operations Coordinator, SAMWA COG