

Summit/Medina Workforce Development Board (WDB)

PERFORMANCE COMMITTEE

MEETING MINUTES

April 28, 2016

Panera – Montrose

Present: Robert DeJournett, Summa Health; Tony Esposito, The Will-Burt Company; Jessica Heid, Ameri-Cal Corporation; Jonny Miller, BCG/Sikich; Michelle Moran, Involta; Joan Pritchett, Flambeau; Sharlene Ramos Chesnes, InterChez

Staff Present: Christine Marshall, Terri Burns, and Barbra Alexander

- I. The meeting at 7:40 a.m. with a welcome and introductions – *Jon Miller, Chair of Summit/Medina WDB*
- II. Purpose of Committee – *Workforce Area Staff*
 - a. This committee will be charged with determining which contracted service providers are effective and which are not. This is in order to make contract recommendations to the full board.
 - b. This committee is vital in the board being able to make good financial decisions for programs.
 - c. Contracts and contract renewals will be reviewed.
 - i. All current contracts except one have renewals.
 1. Contract without renewal has resulted in a RFP being drafted to procure the Medina County youth service provider. This committee will need to review the proposals received and recommend a contract award to the full board.
 - d. The new WIOA laws will necessitate changes in the way we approach youth.
 - i. Twenty percent of allocation for the Area is held back for youth work experience
 - ii. 75% of all youth served across the Area must be “out-of-School” youth
 - iii. New state program for how youth are served in Ohio will begin on July 1, 2016. This committee may want a sub-committee formed concerning this new program and will meet with designated staff of the local Job and Family Services’ in Summit and Medina Counties.
 1. More to be discussed about this program when the plans have been submitted to the Ohio Department of Job and Family Services
 - e. Workforce Area Staff recommendation is that this group meet monthly to check the progress of provider services and system services.
- III. Committee Chair Selection and Appointment – *WDB Chair Miller*
 - a. Sharlene Chesnes of InterChez volunteered to Chair this Committee.
- IV. Three tasks for meeting – *Workforce Area Staff*
 - a. High-level overview of Federal and State Performance Measure System – *Workforce Area Staff*

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- i. This committee will need to understand the Federal performance system in order to fulfill one of the roles of the board – to negotiate local measures with the state.
 - ii. Workforce consultant, Carol Wargo will be invited to the committee’s next meeting to “train” members on the performance system
- b. Review 2016 contract provider performance/contract expenditures/numbers of job seekers and youth served
 - i. Discussion of procurement process.
 - ii. Discussion of Purchase of Services Agreement.
 - 1. In the future the Board will become own entity and do own procurement for youth and career services
 - iii. Discussion of contracted providers and the services they provide.
 - 1. Important to State that we stay with in-demand occupations. Committee requested a list of the in-demand sectors.
 - iv. Committee requested further information on what services are being provided by the contractors.
- c. Committee asked to vote for each contract to exercise renewal or terminate – vote did not occur
 - i. Committee Chair suggested the committee meet via conference call to decide on the contract renewals after additional requested information is provided by staff
 - ii. Committee’s decisions will be presented to the full Workforce Development Board at the May 11th, 2016 meeting.

The meeting adjourned at 9:15 a.m.

Respectful submitted,

Barbara Alexander, Administrative Assistant
Summit County Department of Job & Family Services