

JEFFERSON/FRANKLIN CONSORTIUM  
WORKFORCE DEVELOPMENT BOARD (WDB) MEETING  
October 29, 2020

Jefferson/Franklin Consortium Workforce Development Board held a videoconference meeting October 29, 2020 at 1:30 p.m. with members attending virtually.

Attendance was taken and a quorum was present. The following WDB members were in attendance: Todd Tracy, Jeff Carnal, Beth Dauber, David Crump, Joel Doepker, Debbie Durham, Emma Fox, Andrew Held, Nicole Hillemeier, Valerie Moore, Scott Pagel, Jill Quaid, Jeanie Ray, Julie Scannell, Chris Vansickle, Alice Whalen, Jennifer Wooldridge, and Russ Kuttenkuler. Interested parties included: Jane Kost, Mirza Bijedic, Vickey Bonney, Sal Maniaci, Bryan Herrick, Dan Oliver, Hillary Wagner, Lora Warner, Trish Davids, Barb Wheatley, Mary Brown, Michael Ravenscraft and Maggie Peetz.

The meeting was called to order by David Crump, WDB Vice-Chairman.

Motion was made by Debbie Durham, seconded by Valerie Moore, to approve the minutes of the September 9, 2020 WDB meeting (Agenda Item II.) Motion carried.

Workforce Service Reports (Agenda Items III. a-h) were presented as follows:

- a. Workforce Development Programs - Valerie Moore
- b. Job Center Surveys
- c. Arnold and Washington Job Centers- Valerie Moore
- d. Adult, Dislocated Worker, and Youth Program– Trish Davids, MERSGoodwill
- e. Employer Business Services – Dan Oliver
- f. Employment Transition Team (ETT) and Business Services – Vickey Bonney
- g. Workforce and Apprenticeship Update- Bryan Herrick
- h. Cares Act and Recovery Response – Michael Ravenscraft

Michael Ravenscraft gave the Monitoring and Oversight reports (Agenda Items IV. a-e):

- a. Program Year 2020 (PY20) 1st Qtr. Office of Workforce Development Program Monitoring
- b. PY19 (7/1/19-6/30/20) Annual Report
- c. PY19 (7/1/19-6/30/20) Annual Monitoring Report
- d. Negotiated Performance Rates for PY20-PY21 (7/1/20-6/30/22)
- e. PY20 1st Qtr. Performance (7/1/20-9/30/20)

David Crump discussed the Conflict of Interest Disclosure Statement and recommended WDB members to review and sign. (Agenda Item V.)

Michael Ravenscraft discussed Program Year 2020 (July 1, 2020-June 30, 2021) Jefferson/Franklin Service Providers for TANF/FNS/SkillUp/Job League Programs. A motion was made by Nicole Hillemeier, seconded by Beth Dauber, to give WDB approval first option to extend contract with the Program Year 2020 Jefferson/Franklin Consortium Service Provider and approve contract/dollar amounts as presented. (attached Agenda Item VI.) Motion carried. Abstentions were Jeff Carnal, and Emma Fox.

Michael Ravenscraft discussed the Local Plan and Policy updates including the Basic Skills Assessments, WDB member change, Transitional Jobs Policy, Substate Monitoring Policy and removal of affiliate site wording from Plan. A motion was made by Chris Vansickle and seconded by Jennifer Wooldridge to

approve policies, make OWD recommended changes if needed and submit local Plan modification. (Agenda Item VII) Motion carried.

Michael Ravenscraft discussed the Arnold Job Center and Washington Job Center One-Stop Certifications and presented with approved Certification letters to the Board. (Agenda Item VIII a-b)

Michael Ravenscraft discussed the Funding Update and Procurement Policy including Nonfederal, Privat funds to support local workforce needs. A motion made by Andrew Held, seconded by Russ Kuttenkuler to approve updated procurement policy in accordance with United States Office of Management and Budget policy as outlines in 2 CFR 200. (Agenda Item IX. a) Motion carried.

Michael Ravenscraft discussed adding two members to the Youth Committee. A motion was made by Jeff Cartnal, seconded by Nicole Hillemeier, to add Lora Warner and Beth Dauber to the Youth Committee. (Agenda Item X.) Motion carried.

Bryan Herrick discussed Job Centers of the Future. (Agenda Item XI)

Michael Ravenscraft discussed Jefferson/Franklin Consortium Equal Opportunity including October being National Disability Awareness Month and the annual Staffing Analysis of OJTP and it's subcontractors. (Agenda Item XII. a-b)

Workforce and Economic Development reports were presented as follows:

- East Central College – Joel Doepker
- Jefferson College – Chris DeGeare/Lora Warner
- Adult Basic Education and Literacy –Alice Whalen/Julie Johns
- Vocation Rehabilitation – Beth Dauber
- Economic Development- Todd Tracey

Civilian Labor Force Data was reviewed by David Crump (attached Agenda Item XV.).

The next WDB meeting will be held January 28, 2021, at 1:30 p.m.