

**HURON COUNTY  
WORKFORCE INVESTMENT ACT  
BOARD MEETING**

September 22, 2010

- Approval of Minutes (Handout)
- Approval of Financial Report (Handout)
- TANF Summer Youth Employment Program
- Workforce Report (Handout)
- PY 2009 3<sup>rd</sup> quarter Performance Report (Handout)

WIA Board Meeting – September 22, 2010

Present: Gary Bauer, Larry Silcox, Mike Adelman, Teresa Alt, Colene Horning, Jerry Shoemaker, Sue Lesch, Bob Talcott, , Charlotte Wagner, Harry Brady, Bob Utter, John Clark, Eric Ebinger, Sandy Meinen, Trista Piccola, Chris Robertson

Excused: Shawn Tappel, Duane Woods, Donna Slack, Viki Kaszonyi, Ellen Heinz, Becky Fair, Larry Corn, Kitty Smith, Janet Cok, Rob Wilkerson, Dirk Hiler, Alex Beres, Amy Leibold, Ricky Branham

The meeting was called to order by Bob Talcott.

Bob Talcott questioned if there were any additions or corrections to the minutes from the last meeting. There were none. Jerry Shoemaker made a motion to approve the minutes. Eric Ebinger seconded the motion. The motion to approve the minutes passed unanimously.

Bob Talcott requested the Financial Report. Teresa Alt provided the financial report as follows:

Allocations for July 1, 2010 - June 30, 2011

	<u>CarryForward</u>	<u>PY 2010</u>	<u>FY 2011</u>	<u>Totals</u>
Adult Program	142,919.79	39,296.70	187,099.20	369,315.69
Adult Admin	12,141.41	2,238.56	14,292.43	28,672.40
Dislocated Program	241,260.80	74,564.10	198,015.30	513,840.20
Dislocated Admin	18,433.12	4,247.59	15,126.30	37,807.01
Youth Program	119,775.05	246,026.70		365,801.75
Youth Admin	--	14,015.06		14,015.06

Teresa stated there has not been a lot of changes on the Financial Report this month. She stated this will most likely be the trend unless another stimulus is offered.

Teresa stated she did receive clarification from Area 7 regarding Carry Forward funds. The Agency does not need to wait to balance with Area 7 before using the funds. Teresa stated this will be used before PY 2010 and FY2011 funds.

The Agency will be a bit conservative with funds as the next Biennium State Budget will be very challenging. Teresa stated there is a push toward modernization and possible virtual call centers. There will be opportunities and the Agency needs to be prepared.

Teresa stated a WIA staff member resigned last week. She stated the Agency will not replace the position and other staff can absorb the duties without a break in services to the community.

Bob Talcott stated some counties did not spend their money by the June 30<sup>th</sup> deadline and did not report it until August. He stated he will attend a meeting next month and keep the WIA Board informed.

Teresa stated one bill has been received so far for the One Stop Enhancement for tables. She stated there will be more next month.

Sue Lesch questioned what the CVG-NEG funds can be used for. Teresa stated for supportive services.

Bob Talcott requested a motion to accept the Financial Report. Sue Lesch made a motion to accept the Financial Report. Colene Horning seconded the motion. The motion to accept the Financial Report passed unanimously.

Trista Piccola reported on the TANF Summer Youth Employment Program. She stated 190 referrals were received. Of the 190, 139 youth turned in PRC Applications. 97 were approved for the program. The Agency was able to place 93 youth. Trista stated 60 completed the entire program from beginning to end. There were various reasons why some of the youth were unable to complete the program such as football practice or leaving for college. Two were direct hires. One was hired full time at R.J. Beck.

Trista stated a customer service survey was sent to the youth that attended the program for feedback on improving the program. She stated Jean Miller and Karmen Ross are visiting all the employers that were involved with the program. The employers had a positive experience with the program and would like to continue involvement. Trista stated she would like to credit the EHOVE staff and Jean Miller for managing the program. She stated all the funds were spent amounting to \$294,000.

Bob Talcott requested the Workforce Report. Trista stated she will give a quarterly traffic report next month for comparison of the previous months. She stated she has been having meetings with the WIA and Jobs staff regarding work experience. She stated they are assessing customer's job readiness to determine how to get them to the next step of employment. The staff are also assessing soft skills such as being on time and dressing properly. Trista stated they have made plans with 29 individuals. Next step will be follow up to see if they gained employment.

Trista read a thank you letter from a young woman that worked with a WIA staff member. She received an Associates Degree in Applied Science through the WIA Program and was hired in a permanent position at Suretec. She was very grateful for the assistance she received.

Chris Robertson gave the Traffic Report. Chris stated the numbers are a little down from last month, however traditionally will increase in October, November and December. He stated the Willard Southern Connection is averaging 35 visits a day. Chris stated computer access and job postings are popular reasons for visits.

Chris reported on the 3<sup>rd</sup> quarter Performance Report. He stated over the last two years the Agency exceeded in almost every category. He stated numbers can change regularly over a course of a year. He stated the Agency is not always getting credit if the staff can not get the average earnings for the Adult and Dislocated. Sue Lesch stated she was surprised by the wages. They are under minimum wage.

Chris stated the Agency's Performance Evaluation is failing in Youth Literacy and Numeracy. Chris explained that a test is given when they enter the program as the goal is to increase literacy and numeracy skills. There is a second test given at the end of the program.

If youth leave the program prior to the second test, it counts as a failure, but the youth may have improved his/her skills. It is important to drill down this report to look at each individual to identify ways for the program to improve.

Sandy Meinen stated there are problems with the reporting issues also. She stated only the fourth quarter counts. Some youth may not have been reported into the Scoti system yet. She stated they need to make sure all information is entered by the 4<sup>th</sup> quarter and is correct.

Teresa stated the numbers are a year old with no real time feed back. The Agency will continue to pull reports down to be more specific with information in order to address areas needing improvement in a timely manner.

A discussion was held regarding unemployment numbers, the average weekly benefit rates are going down without stimulus funds. Teresa stated there is a slight increase in cash assistance, food assistance and PRC. The foreclose rate is still very high.

Being no further business Bob Talcott requested a motion for adjournment. Sue Lesch made a motion to adjourn the meeting. Jerry Shoemaker seconded the motion. The motion to adjourn passed.

Respectfully submitted  
Connie Ott