

Cleveland/Cuyahoga County Workforce Development Board – Area 3  
 Friday, November 18, 2022, Meeting Minutes – **APPROVED**

Last Name	First Name	Agency	Last Name	First Name	Agency
<b>WDB Members</b>					
Belk	Cathy	Deaconess Foundation	Field	Ken	<i>PROXY for Jason Shank</i>
Brown	Marquez	AFSCME, Council 8	Shelnick	Kim	University Hospitals
Fekadu	Senayt	The Crispy Check	Smith	LaToya	Fifth Third Bank
Herdeg	Paul	Cuyahoga County	Thomas	Felton	Cleveland Public Library
Jankowski	Pam	Cuyahoga County Public Library	Mayor Thomas	Kim	City of Richmond Heights
Karp	Ethan	MAGNET, CCWDB Chair	Chief Trifiro	Holly	City of Cleveland, Mayor's Office
Merriman	David	UHHS	Vaughan III	James	Kleen-Tech
Moore	William	ODJFS			
<b>OhioMeansJobs/Cleveland-Cuyahoga County Staff</b>					
Benders	Rachel	OMJ CC	Kelley	Mary	OMJ CC
Brickner	Frank	OMJ CC	Matthews	Deshaun	OMJ CC
Carey	Lauren	OMJ CC	Gant	Sonya	OMJ CC
Carroll	Sheree	OMJ CC	Megenhardt	Dave	OMJ CC
Collins	Amanda	OMJ CC	Rose	Michelle	OMJ CC
<b>Guests</b>					
Higgins	Kiara	Dynamic Workforce Solutions			
Sotak	Karen	Dynamic Workforce Solutions			

**I. Call to Order & Welcome – Board Chair:**

- a. Called the meeting to order at 9:02 a.m.
- b. Introductions by those in attendance and their affiliation.
- c. Chair motioned to approve 8/19/22 minutes.
  1. James Vaughan suggested amending the minutes' date to reflect 8/19/22 and approval of the previous minutes to reflect 5/20/22.

**Motion to approve minutes from the August 19, 2022 meeting:**  
 Kim Shelnick – motioned first, and Dave Merriman seconded the motion – all in favor.  
**Motion Passed.**

**II. Mission Moment – Board Chair:**

- a. A brief recap on the Strategic Functions committee's ongoing work on the new Strategic Plan. Also, the contributions by Paul Herdeg and Dave Merriman to the work of this Board.

**III. Leadership Update – Michelle Rose:**

- a. Introduced the new Deputy Director Laura Chalker who is starting on December 5, 2022.

**IV. Scorecard and Report Card:**

- a. Quick recap and comments on the pre-reads previously provided to members:
  1. CCWDB 2019-2023 Strategic Plan Impact Report from Maher & Maher / AIR.
  2. Program Services Highlights and metrics for adults and young adults for the quarter ending 09/30/22. Feedback from Board:
    - There was an increase in supportive service payments
    - Would like to see the impact, numbers of people, and outcomes
    - More new unique visitors

- ITAs are high
- System of record challenges, issues implementing (ARIES)
- More connections with partners occurred
- Major initiatives and sector partnerships increased
- Would like to see a conversion increase
- Manufacturing had higher outcomes
- Refine separate sectors that are not doing well
- Would like to start seeing a quarterly report
- Would like to see more narrative
  - System level progress
  - Progress over time

**V. Business Services Transition with Dynamic Workforce Solutions – Michelle Rose:**

- a. Announced that the business services contract was awarded to Dynamic Workforce Solutions which will begin on January 1, 2023. They are in the process of finalizing the agreement and the next step is to present it to Council.
- b. Dynamic Workforce Solutions leadership introduced themselves with a brief overview of their work:
  1. Kiara Higgins is the Senior Director overseeing projects. Their work is recruiting, hiring, and engaging with the community.
  2. Karen Sotek is the Regional Director overseeing their operations in several states.

**VI. Board Membership and Commitment to Serve:**

- a. Reminded members of this Board and its committees for their commitment to attend or provide a proxy.
  1. Begin recruiting for new leadership as Board members and/or on other committee(s).
  2. Asking for recommendations from this Board for addition to the Board.

**VII. Committee Updates:**

- a. Strategic Functions – Cathy Belk announced two projects the committee is working on which will actively include DEI.
  1. Continuing discussion on structures and taking questions from the last Board Retreat to move forward with facilitating a workshop on December 9<sup>th</sup> for Board members. Ron Painter, the President of NAWB, will facilitate the workshop addressing those questions. He has assisted several boards through the transition to a different structure. He knows the pros and cons, and outcomes.
  2. Moving forward with the development of the plan by soliciting input from four stakeholder groups via focus group:

- 1) Partners;
  - 2) Jobseekers;
  - 3) Employers; and
  - 4) Community
- b. Governance Committee – Board Chair on behalf of the Governance Chair Jason Shank who was not able to attend today outlined governance updates.
1. Members to revisit and review the bylaws.
    - Will create a pledge form of commitment.
    - Other Governance items covered under number VI. of today’s minutes.
- c. Youth Committee – Mayor Thomas updated this Board on their efforts to re-engage disengaged youth. She will be attending a Mayors’ Groups meeting in December to discuss this further.
1. OMJ|CC Youth Manager provided a brief update on efforts:
    - Plans to recruit young adult attendance in meetings for the youth voice for input
    - Must be open to youth feedback
    - What are the best practices for the YRC?
    - What are other focus areas outside of the three sectors?
    - Next Youth Council Meeting 1/18/23
  2. Other comments/recommendations/resources:
    - Listen to non-traditional voices from jobseekers; a lot are interested in entrepreneurship since the pandemic or learning how to transition those skills into current jobs
    - “Generation Work” initiative – to build quality career pathways for young people of all backgrounds
    - “Literacy Cooperative” - allowing for children and adults in Greater Cleveland to reach their highest literacy potential for employment, self-sufficiency, and lifelong learning
    - DHHS communication team available for assistance
- d. Communications & Outreach Committee – The chair gave a brief update that the current consultant’s contract is ending but will not hire a new consultant. Looking to fulfill internally to work with partners and the community on recruiting and outreach.

**VIII. Our Board’s Role in This Economic Moment - Chair:**

- a. Asked members of the Board to share the climate of the labor market in their sector:
  1. Business Owners are struggling to get people back into the workforce, very slowly; lack of engagement and no shows

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2. Healthcare – high responses to jobs but a huge number of dropouts and no shows; additionally, jobseekers want remote work; can't always work remotely in healthcare or want more flexibility
3. County – Hybrid schedules have become in-demand
4. Labor market – takes too long to hire new staff (2-4 months)
5. Manufacturing
  - Need to increase wages
  - Need coaching and skills
  - Want flexible schedules
6. Cleveland Public Library – low transition from programming to jobs
  - Job seekers are struggling with literacy to obtain jobs
  - Jobseekers are entering the “gig economy”
7. Cuyahoga County Public Library has heavy attendance in their Entrepreneurial Program but the question is how to transition from programming to use those skills elsewhere; currently providing short-term work experience
  - Offering Administrative Assistant training to earn a Microsoft certificate
  - Need to manage the benefits cliff
8. Banking – people are getting jobs and being paid under the table; no long-term advancements or benefits, and it affects the state of the economy; the CCPL Program for Administrative Assistant training has helped
9. Local Government – Mayors are facing shortages in their city HR departments

**Follow-up:**

- Review Bylaws
- Board members workshop on Dec. 9<sup>th</sup>

**MEETING ADJOURNED** at 9:55 a.m. - Next CCWDB Meeting on Friday, February 17, 2023  
Recorded by Sheree Carroll