

Sandusky-Seneca One-Stop Partners meeting
November 18, 2003 2:00 PM

Present:

Cheryl Placko, Vanguard Sentinel	Tom Gerschutz, Vanguard Sentinel
Gina Warnke, WSOS	Shannen Reynolds, WSOS
Lisa Heyman, WSOS	Bert Gonzales, ROI
Pete Cardenas, ODJFS	Dennis Brown, ODJFS
Becky Bohn, Sandusky Co DJFS	Laura Warren, Sandusky Co DJFS
Ron Huss, ORSC-BVR	Dale Stearns, Terra Community College
Carol Owen, Sandusky Co DJFS	Kathy Oliver, Seneca Co DJFS
Lorean Daniels, WSOS	Debbie McGrath, Sandusky Co DJFS
Barb Chism, Vanguard Sentinel	Pauline Kuhn, Experience Works
Don Nalley, Sandusky Co MRDD	Suzanne Willacker, Seneca Co DJFS
Bonnie Nusser, Terra Community College	

Welcome/Introductions

Mr. Nalley welcomed everyone. Introductions were made by all those present.

Minutes were approved as written for the September 9, 2003 meeting.

Job Store/One Stop Operator reports:

Ms. Nusser distributed the Job Store traffic report, which included information for Sandusky and Seneca counties. Ms. Oliver added that Eric Welty, One-Stop Coordinator, has announced he is leaving and he will not be replaced at this time. Partners will continue to staff the One-Stop. Terra's contract has been modified to include a Terra staff member as a floater for partner contribution.

Work Group Updates:

Customer Services Committee

Ms. Nusser noted that the Business Services guide is on the Web-Site as a best practice. Everyone is reminded that the committee's next meeting is December 8, 2003 at 2:00 PM at the Sandusky County DJFS. All employers that responded to the survey have received a personal on site visit. As a result of the survey, a Conversational Spanish class has been added to Terra's curriculum. Employers had indicated a need for some basics in conjunction with individuals attending the English as a Second Language (ESL) classes.

Old Business:

Ms. Oliver commented on the One-Stop comprehensive selection process. The 7th Are Workforce Development board is meeting 12-3-03 and hopefully will approve the 5 county (Sandusky, Seneca Ottawa, Huron and Erie) plan submitted. A 5 county MOU must be completed. Meetings are set for 12-1 and 12-16-03 in Sandusky Co. and 1-6 and 1-20-04 in Ottawa Co. An Inter County Governmental will also need to be completed. At this time Sandusky Co. is named the hub. It was added that the 5 County Inter Governmental and MOU will need to be signed by all 15 county commissioners. The MOU is effective 7-1-04, but certification can't be completed until the MOU is signed. The goal is to have the MOU completed by 1-20-04 as the pre-certification visit is scheduled for 2-11-04.

Partner Desk Reference:

Ms. Nusser is in the process of compiling a Job Store partner desk reference. The Seneca One-Stop is currently using a partner services book. Partner website information is linked on the Northcoast Jobs website.

Referrals and Data entry:

Staffing of the Job Store and Seneca One-Stop is done by partners. The Sandusky County Job Store has a weekly schedule posted and the Seneca One-Stop sets a monthly calendar.

Video and Cross Informing:

Ms. Nusser states this is still in the developing process.

SCOTI update:

We are in the process of scheduling SCOTI LE (labor exchange) training for all partners who staff the Job Stores and the Seneca One-Stop. Everyone must sign a security agreement, receive policy and system training before they will have access to SCOTI LE. Ms. Oliver recommends keeping the Northcoast Jobs connection tracking system for at least another year, until we are certain that SCOTI will provide all the necessary WIA and LE data.

Agency Updates:

Mr. Cardenas stated that the Fremont ODJFS office is scheduled to close to the public on 11-28-03. Restructuring continues. At this time there will be 22 processing centers located throughout the state. The goal is to have no breaks in service to the customers. 2 ODJFS staff will work at the Fremont Job Store. When individuals call the Fremont ODJFS phone number, they will be directed to call the Bowling Green Office. The phone call may just be transferred automatically if possible. Individuals calling for employment will be directed to their Local Job Store/One-Stop. Letters are being sent to individuals and employers who are currently active in the SCOTI system. When OJN was converted to SCOTI, all active files were supposed to transfer. There was also an article in the Fremont News Messenger regarding the changes. Mr. Brown stated that he has used SCOTI self services as found it very user friendly. Mr. Brown added that the Tiffin ODJFS office was scheduled to close the end of January 2004, but that closing date has been delayed. At this time a new building is expected to be built in Tiffin. Ms. Owen distributed a Sandusky County WIA report.

New Business:

Mr. Nalley suggests that if anyone hears rumors or comments about plant closings or downsizing, to be sure to refer to Workforce Development staff to verify and confirm and also take necessary steps to assist as needed. Ms. Willacker advised that Gray Printing will be closing 11-26-03 and that Seneca County Rapid Response team has been in contact with the employer. Information sessions are planned 12-1 at 10:00 AM and 2:00 PM to be held at the Seneca County Department of Job and Family Services complex, conference room A and also a session will be held 12-2 at the UAW 533 Hall, Fostoria, at 10:30 AM. All partners should plan to attend if possible, or if unable to attend, please provide information for distribution. We are also waiting for confirmation from American Standard regarding a possible layoff.

Northcoast Jobs Connection Tracking Training:

Ms. Nusser distributed the preferred referral form to be used among the partners and the Job Store/One Stop. There is also an e-mail version available. Ms. Nusser then provided a power point presentation and handouts with instructions for using the Northcoast Jobs Tracking System.

Next meeting: January 20, 2004 at the Ottawa Co. DJFS since the MOU meeting is schedule there as well.