

Job Center Committee
PY25 Quarterly Job Center Committee Meeting
December 5, 2025 @ 9:00 a.m.
Zoom Format

Meeting Minutes

Present:

Absent:

Name	Organization	Name	Organization
Steve Rippeth	Buckeye Career Center-ACTE & Aspire	Marianna DiGiacomo	Stark Library
Cody Horner (Alternate)	Canton City Schools -ACTE	Michelle Ramsell	Tuscarawas Public Library
Chuck Byrd	Workforce Initiative Association	Stephen Carson	ODJFS
Joe Lopez	Job Corps	Derek Saylor	Canton City Schools - Aspire
Chad Conrad (Alternate)	Kent State University-Tusc.		
Janelle Snedden	Opportunities for Ohioans with Disabilities		
Joanna James	Project REBUILD		
Rodney Reasonover	Stark County Community Action Agency		
Danelle Lightner	Stark County JFS		
Danielle Zampelli-Wegner (Alternate)	Stark State College		
Wendy Azzardi	Tuscarawas County JFS		
STWDB Staff & Other			
JoAnn Breedlove	STWDB		
Rebecca Harris	STWDB		
Aleisha Stout	STWDB		
Chuck Byrd	Fiscal Agent		
Chuck Byrd	Job Center Operator		
Guest			
Scott Minnie (Alternate)	Project REBUILD		
Megan McCoury	Canton City Schools -ACTE		

CALL TO ORDER/PARTNER ROLL CALL Steve Rippeth, Chair
Rebecca Harris conducted the roll call.

APPROVAL OF PREVIOUS MEETING MINUTES (Attachment)Steve Rippeth, Chair

MOTION: James moved to accept the meeting minutes dated June 6, 2025. Reasonover seconded. Motion carried unanimously.

MOU Updates..... JoAnn Breedlove, STWDB & Chuck Byrd, Fiscal Agent

PY 2025-2026 MOU Update (Attachment).....JoAnn Breedlove, STWDB & Chuck Byrd, Fiscal Agent
Breedlove provided an overview of the current and prospective partners included in the OhioMeansJobs Center Memorandum of Understanding (MOU). She first clarified the status of Job Corps, noting that although there had been concern earlier in the year about potential loss of funding and participation, Job Corps remains an active partner in the OhioMeansJobs Stark County MOU. Job Corps participated in the MOU negotiations, is a signatory on the current two-year MOU and continues to operate its employment and training site in Cincinnati, which is the entity tied to this area’s MOU. No changes are being made to Job Corps’ role in the agreement.

Breedlove outlined the addition of Pathway Home 6 as a new partner to the MOU. Pathway Home 6 is a U.S. Department of Labor reentry employment opportunities grant secured by Midwest Urban Strategies, with the local Workforce Development Board serving as a subrecipient. The program will serve 125 individuals with pre- and post-release services through the Stark Regional Community Correction Center, focusing on people returning to Stark and Tuscarawas counties. Because the board’s budget for this grant included Pathway Home 6 as a shared-cost partner for both the Stark and Tuscarawas OhioMeansJobs Centers, an amendment to the existing MOU will formally add Pathway Home 6 as a partner. This amendment will be retroactive to July 1, 2025, cover the current two-year MOU period, with updates to the additional partner list, service matrix, workflow, and budget attachments. Estimated funding is approximately \$10,000–\$11,000 in PY25 and slightly higher in 2026 with PH6 included as a new partner for both Stark and Tuscarawas. All funding for Pathway Home 6 has been received; the amendment will be finalized once the appropriate signatories (local elected officials, board chair, board director, and the new partner) have signed.

Breedlove introduced the GRIT Initiative (Growing Rural Independence Together) as a future partner contingent on pending state funding. GRIT is a state general revenue–funded initiative, originally overseen by the Ohio Department of Development’s Governor’s Office of Appalachia and transitioning to the Ohio Department of Job and Family Services. The biennium budget includes \$10 million per fiscal year for GRIT, with the goal of serving students and adults to improve employment outcomes in Appalachian communities, often through braided funding that combines WIOA and other local resources. Workforce Development Board Area 1 (serving Adams, Pike, Scioto, and Brown counties) acts as the fiscal agent and managing entity for GRIT across Appalachia and interested local entities apply directly to Area 1.

Locally, the Workforce Initiative Association, already a partner named in the MOU, has applied for and received approval for GRIT project funding in partnership with Workforce Development Board Area 1. However, the state has not yet executed the sub-grant agreement or opened the purchase order required for funds to flow. Because of this, the GRIT-related MOU amendment is prepared but remains in a “pending” status. Once the funding is officially received, GRIT will be added as an additional partner in the Tuscarawas County OhioMeansJobs partnership, and the MOU will be amended to include GRIT in the partner list, service matrix, workflow, and budget documents, with an effective date retroactive to July 1 of the current two-year MOU period.

To illustrate the financial impact of these partner changes, Byrd presented a budget summary showing that the total anticipated expenditures and overall MOU budgets remain unchanged, and that the effect is limited to the shared-cost (even-split) portion of the budget. The addition of Pathway Home 6 slightly reduces each existing partner’s shared cost in both Stark and Tuscarawas Counties, by roughly \$400–\$500 per partner. Once GRIT funding is in place and the amendment is executed, partner shares are projected to decrease further by an additional few hundred dollars each. Occupancy costs are not impacted by these new partner additions. Byrd emphasized that the conservative approach to GRIT waiting until funds are actually received before adjusting the budget ensures that partner cost shares will only decrease as new funding partners are added and will not need to be increased later if anticipated funding is delayed or does not materialize.

MOU Budget vs. Actual Quarterly Reconciliation (Attachment)..... Chuck Byrd, Fiscal Agent
Byrd presented the first quarter (through September 2025) financial reconciliation for Stark and Tuscarawas Counties, noting that Stark County expenditures are on target at approximately 25.7% of the annual budget with no adjustments needed. In Tuscarawas County, overall costs are running higher than the 25% benchmark due to continued payment at the higher pre-renovation lease rate while construction has taken longer than anticipated; however, Workforce Initiative Association, as lease holder, is absorbing the resulting occupancy variance so that other partners are not adversely affected. Only Ohio Department of Job & Family Services (ODJFS) and Opportunities for Ohioans with Disabilities (OOD) are reflected on the Tuscarawas occupancy, with OOD’s share fully absorbed by WIA and ODJFS charged under Tuscarawas for simplicity, even though its staff person is temporarily located in Stark County. Byrd emphasized that total budgeted expenditures have not changed, that the same approach will be used for the second quarter while renovation wraps up, and that future additions of new funding partners (e.g., Pathway Home 6 and GRIT once funded) will reduce partners shared-cost contributions without impacting occupancy charges.

New Business

Job Center CertificationJoAnn Breedlove, STWDB
Breedlove reported that the Workforce Development Board successfully completed the required Job Center Certification process for the OhioMeansJobs centers, which must occur every three years. The Job Center Operator, Workforce Initiative Association staff, led the preparation and presentation of materials, coordinated in-person tours of both the Stark and Tuscarawas facilities, and supported a board member review team in conducting the on-site assessment in late October 2025. Recommendations from this review were then taken to the full Workforce Development Board, which formally approved certification at its November 5, 2025 meeting. Breedlove noted that the process is extensive but highly valuable, providing both staff and board members particularly those less involved in day-to-day operations with a deeper understanding of available services, center operations, and compliance requirements. The centers are now certified for the next three years.

STWDB Workforce Trends Dashboard Update.....Aleisha Stout, STWDB
Stout provided a brief update on the newly launched Workforce Trends Dashboard, describing it as a high-level, “hyper-current, hyper-local” data tool designed to support partners’ planning and decision-making. The dashboard allows users to view workforce and labor market information for Stark County, Tuscarawas County, and the combined area, including insights into the local talent pool and employer demand, as well as areas of alignment between the two. She noted that information about

the dashboard has been shared via email, *The Source*, and Linked-In, and encouraged partners to explore the tool for additional context and data to inform their programs and services.

Reminder for Partner Holiday Events on 12/10/25.....JoAnn Breedlove, STWDB
Breedlove reminded the committee about the upcoming board-sponsored holiday events at the OhioMeansJobs centers on Wednesday, December 10th. A breakfast will be held at the Stark center and a luncheon at the Tuscarawas center. She noted that invitations have been sent to partners and their staff and asked anyone who has not yet responded to Rebecca Harris calendar invites to do so promptly, as final counts must be provided to the caterer. Breedlove encouraged partners to attend, even if only briefly, to enjoy food and fellowship with fellow partners and staff.

Old Business

Committee Goals-Next Steps (Attachment)..... Aleisha Stout, STWDB
Stout provided a detailed update on the committee's goals and metrics, emphasizing the intent to maximize the value of the OhioMeansJobs partnership beyond basic compliance. She reminded the group that over the past six months, feedback had been gathered from partners to identify shared priorities, and that a template of proposed metrics was reviewed at the previous meeting. For this meeting, the template was populated with 2025 metrics (back to July 2025) where data exists, with the understanding that some of these measures and goals did not exist earlier in the year and are therefore just now beginning to be tracked.

The **first** priority is digital promotion of partners. Stout explained that staff from the Board, the Job Center Operator, and a shared marketing resource are working together to increase partner page traffic and visibility of partner services. The goal is to digitally feature each partner four times per year. A tracking mechanism is now in place to monitor when and how each partner is highlighted. She stressed that this is the first time the group is seeing current-year data against these goals, so it is expected that many measures will appear "not yet on track" as activity ramps up. To support this work, Stout outlined several foundational "supporting activities," such as ensuring the correct logos and links are on file, confirming there is space in newsletters and digital channels, and identifying the appropriate marketing contact for each partner. After the meeting, each voting partner will receive a follow-up email containing a short (18-question) link. Stout requested that partners route this to their marketing staff so that communication and content requests can flow directly between marketing professionals on both sides. For social media, partners will be asked to provide posts or ready-to-share content rather than expecting OMJ staff to author messages on their behalf.

The **second** priority is to strengthen partner referrals. Stout noted that partners consistently cited increased referrals and pipeline growth (students, participants, clients) as one of the most valuable potential benefits of the MOU partnership. To support that, new metrics and mechanisms are being created. The group will track referrals originating from the Job Center Operator/front door separately from partner-to-partner referrals (e.g., Buckeye to Stark State, WIA to Project REBUILD). In addition to volume, they will monitor conversion rates whether referred individuals actually receive services to focus on the quality, not just the number, of referrals. The referral system will be supported through AGS Prime, and each partner should have a designated referral contact with an active account. Stout shared that AGS Prime "catch-up" trainings will be offered in December by Amy Miller, giving partners an

opportunity to (re)learn how to send, receive, and act on referrals within the system. She also noted that unduplicated traffic by location (in-person and virtual) will continue to be tracked, helping the group decide whether to lean more heavily on in-person or digital strategies as patterns emerge. Finally, she described an upcoming inventory of physical materials at both Stark and Tuscarawas locations to ensure all partners are properly represented at the front of the house, with gaps communicated back so partners can supply updated brochures and materials.

The **third** priority is professional development for staff across partner organizations. Stout acknowledged that training can be challenging due to cost, but reported that creative, lower-cost solutions are being pursued. New metrics are being implemented for this area as well, including the number of professional development opportunities offered and partner participation levels. She pointed out that one training was offered in November 2025 to all 18 partners, but only one partner attended, and encouraged members who were unaware of this session to connect with her to address possible communication or scheduling issues. As part of the follow-up process, two surveys will be distributed: one to senior leadership and one to frontline staff or frontline managers, to identify high-value training topics and formats. This input will be used to build a more responsive professional development calendar hosted through the centers. Stout concluded by noting that the 2024 metrics have been included in the materials for reference, allowing partners to see trends and better understand how the 2025 goals were shaped.

Tuscarawas County Office Update..... Chuck Byrd, Fiscal Agent
Byrd provided an update on the Tuscarawas County OhioMeansJobs office renovation, reporting that the project is nearing completion. He stated that all carpet has been installed, most painting is finished, and contractors are now completing trim, touch-ups, and remaining bathroom work. The major delay encountered was related to unexpected sewer line locations, which required cutting concrete and additional investigation due to the age of the building and lack of original drawings. Those issues have been resolved, plumbing and fixtures are in place, and remaining tasks include installing bathroom partitions and other finish work. Byrd indicated that the contractor is expected to complete the substantial work by the end of December, with only minor punch list items possibly extending beyond that, and that staff should be able to begin moving furniture back in and resuming operations in the renovated space in early 2026. He noted that staff have been patient and adaptable throughout the process and that the renovated space will be very similar to the previous layout but improved and ready for use in the new year.

Open Discussion..... Committee Members

Pro Football Hall of Fame Residency Program event

Byrd announced that the Stark OhioMeansJobs Center will host a Pro Football Hall of Fame Residency Program event on Thursday, December 11th, beginning at 9:00 a.m. He shared that Drew Pearson, former Dallas Cowboys player and Hall of Famer, will be on site as the designated resident enshrinee for the day. The event will include remarks by Mr. Pearson, a Q&A session with attendees (including visiting students), and opportunities for facility tours and information about OMJ services. Byrd noted that this opportunity came together quickly in cooperation with the Hall of Fame and the center’s marketing staff, and he invited all partners to attend.

MOTION: James moved to adjourn. Bigler seconded. Motion carried unanimously.

NEXT MEETING: – PY25 Quarterly Job Center Committee Meeting – **March 6, 2026**, at 9:00 a.m. via Zoom