



# Policy Committee Minutes

October 7, 2009

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## Call to order

- ❖ Jan Wasson, Chair

## Agenda Items

- ❖ Approve Board Resolution #10-07-2009-03: Policy Committee minutes from the 08/05/09 meeting.

*Motion to approve minutes: John Bridenbaugh*

*Second: Kathy Oliver*

*All approved; motion passed.*

- ❖ **P7-303: Procurement**

The procurement template from ODJFS did not apply to WIA, so no changes were made to P7-303 since the last meeting. There was discussion regarding requirements for bidders' conferences. The wording will be changed to say a bidders' conference will be held "*when possible*" or "*if necessary*". The use of one-stop staff as raters was also discussed. Smaller counties might not have enough knowledgeable people to rate without using the staff. The policy will be worded to "*when possible*".

**Action Item: This policy will go out for comment.**

- ❖ **P7-502: Individual Training Accounts (ITA), revised**

This has been out for public comment. It was recommended to change the language around duration of the program. Clarification of exceptions to the length of the ITA was made. This allows more flexibility.

*Motion to add revised P7-502 to the consent agenda: Carol Owens*

*Second: Kathy Oliver*

*All approved; motion passed.*

- ❖ **P7-509 – Suitability for WIA Services**

This draft policy was reviewed at the August meeting, with recommended language changes. A recommendation was made to bold the word "and" in the first paragraph of the Action section.

There was discussion about calling customers 'unsuitable'. It was stated that monitors and auditors look for the words 'suitability' and 'unsuitability'. 'Unsuitable' is a legally defined word and should not pose a problem being used in the policy. The policy is not intended for customers to read. Another suggestion is to use 'WIA readiness'.

**Action Item: This policy will go out for public comment.**

❖ **P7-600: Youth Barrier Criteria**

This was just revised. Action item #11 was changed to add, 'including long term public assistance'. What is 'long term'? It is hard to set a time limit. It could be determined case-by-case, provided this is not the only barrier. The state has a 36-month lifetime for receiving cash assistance. Consensus is to leave the policy as it is, for sub-grantees to define if they choose to use this barrier.

❖ **P7-701: Glossary of terms**

At the last meeting, the committee recommended the addition of 'public official' to glossary. This is ready for public comment.

*Motion to adjourn: Carol Owens*

*Second: Kent Kahn*

*All approved; motion passed.*