

	Meeting Topic: MFP Workforce Development Workgroup
	Date: Thursday March 8, 2007
	Time: 1:00-4:00
	Location: ODJFS Air Center 4020 E. Fifth Avenue Columbus, OH 43219 Room 152

<b>Purpose of Meeting:</b>	Ohio MFP Workforce Development Work Group Kick-Off  Attendees: Doug Bailey, Dom Frissora, Amy Gerowitz, Bibi Manev Christina Miller, Bob Pawlak, Karla Rinto, Heidi Savage, Terry Watts, Scott Layson Dave Zwyer, Jim Gorman
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## AGENDA ITEMS:

Time	Topic	Discussion Lead
10 minutes	Welcome-Introductions	Bibi Manev
10 minutes	Decision Making and Ongoing Meeting Structure	Scott Layson
30 minutes	Charter Review/Scope of Workgroup	Work Group Leads
10 minutes	Break	
50 minutes	Workplan Development	Work Group Leads
10 minutes	Break	
50 minutes	Workplan Development Continued (if needed)	Work Group Leads
10 minutes	Next steps-Action steps, agenda for next meeting	Scott Layson
<b>Adjourn</b>		



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## Meeting Notes:

This was the first meeting of the work group and the primary focus was orientation to the MFP initiative and specifically, the two goals of the Workforce Development Work Group: develop recommendations for provider issues and processes, participant job placement (including collaboration with Offices under the ODJFS Services to Employers organization), and use of existing or planned Buy In initiatives.

- Members were asked about the meeting location (Air Center) and if it is convenient for future meetings. There was general agreement the location is favorable.
- The group decided that a “charter” will be completed to define the general parameters and goals of the work group; this charter will likely be developed after the 2<sup>nd</sup> meeting once some preliminary decisions are made about how the group will approach the two goals.
- The team members also discussed that consensus would be the method by which decisions are made; if it is not possible to reach agreement this way and the decision has to be made by vote, then each organization – regardless of number of representatives on the team – would make one vote.
- Additionally, members will strive to provide evidence based data as much as possible when presenting possible solutions to issues or identifying sub goals of the work group.
- General purpose can be considered in terms of 1) more immediate and short term goals and 2) systemic change – something that results in jobs for individuals with disabilities and jobs for direct care professionals. Some of the members (including the co-leads) initially referred to direct care professionals as home health aides; this prompted a group discussion and subsequently a general understanding and agreement that this category of work is more appropriately referred to as “direct care” work. Team members also agreed that a secondary goal (just as important, but perhaps is addressed later in the process) is to make sure that our recommendations include processes to support recruitment and retention.
- Dead end jobs and low wages are two typical reasons given as to why turnover is high in the direct care work environment. Scott Layson provided an overview of the career lattice model; this is where individuals are trained in specialty areas and are able to add specialized certificates (stackable certificates) to their resumes/careers. It provides for a different kind of career growth – more of an expansion of skill sets so that individuals can progress in career and wage earning opportunities.



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- Once the general orientation of the work group was established and members were able to share their initial thoughts about the MFP initiative and the role of the Workforce Development work group, the bulk of the remaining discussion was about workplan development. In general, all members agree that the primary goals are very different and would involve separate tracks of research and development (workforce development geared towards providers vs. workforce development for individuals with disabilities). A significant amount of time was spent discussing the pros and cons of alternate approaches for reaching the goal of developing recommendations to be included in the MFP Operational Protocol. Most members believe that starting with the larger group and breaking out into two sub groups, one focused on employment for direct support workers and the other on employment for individuals with disabilities, would be an acceptable way to manage the tasks at hand and meet the established timelines for the Operation Protocol. There are members who have some concern with this process because of an interest in both initiatives. This issue remains unresolved and will continue during the meeting on March 22, 2007.
- Members also agreed the group should take advantage of other brainstorming efforts and/or research done by other entities relative to workforce development efforts. Also, if members are aware of any best practices or initiatives that the workforce development work group can build on, organizations/individuals representing those initiatives/practices can be invited to present to the group; or the group may consider going to visit the organization for a first hand experience.

Questions that were asked during the meeting and left for further discussion:

What is the level of recommendations? How far will we be drilling down?

What about implementation strategy? Should our work group also develop an implementation strategy as part of the recommendation process? How do we build “quality” into the process - up front? Will this workgroup continue after the Operation Protocol is submitted? What is the definition of “disabilities” here? It is rare that individuals have only one diagnosis.

**Other possible strategies suggested by group:**

N/A



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**Other discussion:**

Scott Layson discussed ODJFS Office of Workforce Development's efforts to apply for a Department of Labor grant: "High Growth Job Training Initiative Grants for the Long-Term Care Sector of the Health Care Industry". The grant requires support of several partners – one being a Long term care employer - and essentially a fully developed project for the application; the team agreed to provide general support for the application/proposal from the MFP perspective and consider how to connect the goals of the MFP initiative, however, it is not likely that the Workforce Development work group can develop a viable project in time for the application deadline.

**Next Meeting-March 22, 2007 Air Center**

Action Item	Person Responsible	Deadline
<p><b><u>Brainstorm assignment:</u></b> Each team member will send an e-mail to Bibi Manev <a href="mailto:manevb@odjfs.state.oh.us">manevb@odjfs.state.oh.us</a> addressing the following: For each of the goals, please send a list of the issues or obstacles facing either individuals or employers from your organization's perspective. We hope this will help us identify the gaps as a starting point for future work.</p>	<p>All</p>	<p>Wednesday, April 21, close of business.</p>