

**One-Stop Operator Oversight (OSOO) Committee**  
**January 22, 2020**  
**Delphi Wabash and Erie Canal & Conference Center**  
**Meeting Minutes**

Members Present:	Randy Vernon-chair	Steve Snyder	Alicia Hanawalt
Staff Present:	Deb Waymire	Mellisa Leaming	Tina Overley-Hilt

**Welcome**

Randy Vernon volunteered to chair the OSOO since Michelle Simmons stepped down. Randy called the meeting to order at 10:55 AM and welcomed those in attendance. A quorum was present to approve the OSOO meeting minutes from November 20, 2019.

A motion was made to approve the OSOO meeting minutes from September 25, 2019 as presented.

**Motion:** Alicia Hanawalt

**Second:** Steve Snyder

**Action:** Unanimous approval

**New Business**

***Development and Review Strategies for PY 19 WDB Strategic Plan***

Deb Waymire presented the PY 19 WDB Goals, Objectives, and Strategies assigned to the OSOO Committee. Members read through the strategies for each goal and objective. Progress on each will be reported as to how the strategy is helping meet the goal. The committee determined the strategies presented would be effective in achieving the Board's goals.

***Service Provision Request for Proposal Timeline and Review Team***

The timeline was reviewed for the service provision proposal. Proposals are due May 6, 2020. Deb Waymire asked for volunteers from the OSOO Committee to serve on the proposal review team. Alicia Hanawalt and Steve Snyder agreed to serve. Randy Vernon agreed to represent the Youth Committee on the review team. The review team will be notified of the exact date. Alicia recommended asking a new Board member to serve on the team. Other possible members from the Board are Amy Wood and Elva James.

New OSOOC member, Alicia, asked about the committee's roles. Deb gave a brief overview and will send information to all members.

**Old Business**

***Opioid Grant***

The Opioid grant was a DWD grant opportunity that regions could participant and propose what each region would do. The timeline to write the grant was very short and DWD decided not pursue the Opioid Grant. Deb found a guide on how partners and agencies can work together to deal with substance abuse issues from the state of Ohio. The guide provided training for staff, correct terminology, and sequencing to understand the level of abuse and services appropriate to each level.

**Adjournment**

**Motion to adjourn:** Alicia Hanawalt

**Second:** Steve Snyder

**Action:** Unanimous approval

Meeting adjourned at 11:15 AM

Respectfully submitted,  
Tina Overley-Hilt  
Executive Assistant  
Region 4 Workforce Board