

Licking County Business and Community Advisory Council (BCAC) Joint Statement
with the
Licking County Educational Service Center (LCESC) Governing Board
February 24, 2022

As stated in the guidance documents produced by the Ohio Department of Education (ODE) in response to Ohio Revised Code (ORC) Section 3313.174 in 1995 (renumbered to 3313.82 in 2009) where such guidance reads:

Business advisory council responsibilities under 3313.82 include advising and providing recommendations on:

- *the delineation of employment skills and the development of curriculum to instill these skills;*
- *changes in the economy and in the job market, and the types of employment in which future jobs are most likely to be available;*
- *suggestions for developing a working relationship among businesses, labor organizations and educational personnel.*

And as further stated in the guidance document from ODE in response to the recent updates to the Ohio Revised Code (ORC) in the recently enacted House Bill 49 and now in ORC Section 3313.821, additional requirements for business advisory councils include the following:

- *Each business advisory council must establish a plan on how the business advisory council will advise the board on the requirements listed in ORC Section 3313.82.*
- *Each business advisory council must file the plan with the Department of Education. Coordination will occur through the OH:ID portal.*
- *Each business advisory council must meet at least quarterly.*
- *Each business advisory council and its school board of education must publish a joint statement, no later than the first day of March of each school year, describing how the school district or ESC and its business advisory council has fulfilled their responsibilities.*

The Licking County Business and Community Advisory Council (BCAC) and the Licking County Educational Service Center (LCESC) jointly publish the following statement on the BCAC's progress and activities for FY21:

Licking County BCAC and ESC Governing Board Joint Statement

Progress on Meeting Requirements and Responsibilities for Business Advisory Councils:

You will see below that we are addressing the three responsibilities listed above through work on our goals. We incorporated employment skills and curriculum into goals two, three, and four. Economy changes and job market are addressed through goals three and four. Finally, we are addressing business and education relationships by maintaining the strong relationships that have existed in Licking County for many years in goals one, two, and four. Further, we are incorporating a suggestion from the guidance document into goal three concerning the OhioMeansJobs-Readiness Seal.

The LCESC Governing Board formally appointed members, including a representative from the Board, to the Licking County BCAC in their September, regular meeting. The Licking County BCAC will meet March 8, 2022, May 10, 2022, September 13, 2022, November 8, 2022, January 10, 2023, March 14, 2023, and May 9, 2023. This Joint Statement, in its entirety, will be submitted for approval in February at the Governing Board meeting of the Licking County ESC.

In August of 2021, the Licking County BCAC submitted a plan that was subsequently approved by the LCESC Governing Board and the Boards of the eight school districts aligned with the LCESC. In that plan were the following goals:

- **#1 Create a Business/Industry Directory**
- **#2 Maintain and grow the existing relationships among business, labor, and education personnel in the Licking County community.**
- **#3 Use the Career Pathways Tool Kit Resources**
- **#4 Maintain and Grow Sub Committee's work within BCAC**

Progress on Goal #1, Creating a Business/Industry Directory:

Progress on this goal is ongoing. Growing the business/industry partner's involvement in the BCAC is ongoing.

Progress on Goal #2, Maintain and Grow Relationships:

Current business/industry partners are sharing BCAC events/activities with their circle of contacts. The Licking County Chamber of Commerce continues to send communications to Chamber members on the BCAC's behalf.

Progress on Goal #3, Use Career Pathways Tool Kit Resources

With the assistance of Grow Licking County, a collaborative effort was launched with funding partners including Facebook, Licking County Ohio Means Jobs, C-TEC, COTC, The Licking County Foundation, and the LCESC Business and Community Advisory Council. \$40,000 was gathered and invested to hire the Thomas P. Miller Company to facilitate and conduct the Needs Assessment. The results of this effort can be found at: <https://lickingcountyworks.com/skillsgap> . The Project Prepare subcommittee of the BCAC is using the tools when they present to Licking County Seniors. Licking County Counselors are aware of the resources. Licking County Job and Family Services are also using the resources with their clients. The OhioMeansJobs-Readiness Seal is a formal designation students can earn on their high school diplomas and transcripts indicating they have the personal strengths, strong work ethic, and professional experience that businesses need. To earn the OhioMeansJobs-Readiness Seal, motivated high school students must demonstrate certain professional skills required for success in the workplace. Students work with at least three experienced and trusted mentors who validate the demonstration of these skills in school, work or the community. Using Ohio Means Jobs K12 also supports this goal.

Progress on Goal #4, Maintain and Grow Sub Committees within BCAC

Sub Committees are formed and continue to grow as membership in the BCAC grows. Monthly subcommittee work is reported out at the BCAC bi-monthly meetings.

In closing, the LCESC Governing Board and the Licking County BCAC are maintaining and continuing a historically productive relationship that has benefited children and the business community for years. Our plan is to maintain and grow this relationship through the coming years to help Licking County and its residents thrive.

Description of current activities to be added before publishing:

Project Prepare (supporting the Four Career Pathways)

Sponsored and run by C-TEC of Licking County and supported by the Licking County BCAC and the Licking County Chamber of Commerce, this program provides Licking County students in the 11th grade exposure to career opportunities in Licking County and the surrounding area with the four career pathways determined from the Needs Assessment. Students travel to area businesses and companies gaining knowledge about the type of career opportunities available at each site. The Career Pathways Toolkits support this career exploration opportunity.

The Works "Stem Over Lunch"

Once a year, The Works conducts STEM Over Lunch where educators and business leaders are invited to hear a presentation concerning STEM topics related to area businesses and potential careers for our children. The event includes discussions and collaboration between and among all participants as we work to create opportunities for the youth in Licking County and the surrounding area.

Junior Achievement (Our Region)

Each year Licking County businesses are asked to support the Junior Achievement Program provided to students in the fourth grade. Students are exposed to the free enterprise system through a five-day lesson cycle.

Educators in the Workplace

Sponsored by school districts and businesses, teachers can participate in a summer learning experience where they are immersed into a Licking County business for a period of time. Teachers will reflect their time at the business/industry, and will complete two assignments that support student engagement. Teachers receive a stipend, contact hours, and an opportunity to earn college credit for their participation.

Project Search

This program provides intensive transition services for senior students with special needs. Students are placed in a job site and provided mentoring and instructional support during the year-long program.

Ohio Means Jobs Mobile Crew

The Mobile Work Crew focuses on giving young adults hands-on paid experience learning about and working in in-demand career fields. The program targets graduating seniors who are undecided regarding post-secondary plans. Participants travel to a variety of work sites, experience in-demand career fields and earn industry-recognized credentials while earning an income. Mobile crews are created and placed with a team leader who is responsible for transporting the team to and from job sites and training. The work sites are hand-selected based on their ability to provide a well-rounded view and hands-on experience of what it's like working in a specific industry. Short-term training is provided by local training providers. Supportive services are also provided to participants to assist with breaking down employment barriers. Soft skills and job readiness activities are imbedded into the curriculum. The goal is to highlight career paths that individuals may not know existed and encourage in-demand occupations, while providing support, guidance and direction.

Coughlin You Made a Difference Awards

This awards program has been sponsored by the Coughlin Automotive Group for over twenty years. One teacher from each of the eleven public school districts as well as Newark Catholic and the Licking County ESC is honored for their impact in the field of education. Each honoree receives a monetary award from Coughlin Automotive to use as they wish. A reception with music provided by one of the school districts and hors d'oeuvres served by the C-TEC culinary class is followed by the annual awards ceremony.

Transcendia Excellence in Education Awards

Transcendia is a Licking County Company that has borne several names in the past, but has maintained their commitment to honor a teacher from each school district in Licking County with a beautiful glass apple and cash to be used in their classrooms. Recipients are recognized during their respective district's opening day events and again at a ceremony held at the Licking County Educational Service Center in September.

Education and Workforce Summit (Periodic Event)

This event occurs in early August. It is a ten-year collaboration of the education and business communities in Licking County. Funds from the Licking County Business and Community Advisory Committee are used to secure a prominent, keynote speaker. Breakout sessions include local business and education leaders presenting on topics that link the business and education communities. We have about two hundred school and business leaders attend this event.

Park National Bank Senior Academic Awards

Each year, the Park National Bank awards two senior students from each school district in Licking County a cash award for their academic accomplishments throughout their high school career. The students are honored at a breakfast held at the Doubletree by Hilton in downtown Newark in the spring.

Meeting Minutes attached on the subsequent pages of this document:

BCAC Meeting

September 8, 2020 at 8:30 a.m.

Remote via ZOOM

Facilitator: Dale Lewellen, LCESC Superintendent

Attendees: Beth Bronkar, Meghan Federer, Jason Hankinson, Kim Hosler, Alyssa Johnston, Nathan Keirns, Dave Lewis, Vicki Maple, Ellen Nixon, Scott Schmidt, Joe Shannon, Penny Sitler, Trevor Thomas and guest – Aaron Finley

Welcome: Dale Lewellen

Minutes: Table approving minutes from our May 2020 meeting until November.

Guest: Aaron Finley from Thomas P. Miller & Associates gave an update on the Needs Assessment being paid for by the BCAC, Grow Licking County, JFS-Ohio Means Jobs, C-TEC, Facebook, the Licking County Foundation and COTC.

The project has been underway for about six weeks and has been broken down into three (3) major components.

- **Phase I, Employer Survey** – This phase is beginning to wrap up and has gathered information regarding the skills that employers find most valuable as well as though skills that are most difficult to find. Details regarding soft skills vs. academic/test-based skills are being analyzed and well as current employee trends as seen in the field.
- **Phase II, Labor Market Information** – This phase analyzes the existing labor market in Licking County. Data is utilized to determine strong industries that exist at the moment and those industries that are upcoming, showing good potential for growth. It pinpoints technological skills needed for successful growth. Included in this phase is information pulled from pre-COVID data and current data in an effort to predict what the post-COVID market might look like in Licking County.
- **Phase III, Input Sessions** – Focus groups will be utilized across the county and will include local area employers, employees, school district (K-12) administrators and area teachers. These groups will have input on current needs, areas of success and how to move forward with a coherent plan for our county.

Goals: 2020-21 Goals have been narrowed this year to four (4) and are included in the BCAC Written Plan as follows:

1. **Implementation Strategies** – The deadline of March 1, 2021 might be hard to achieve in light of COVID-19. We will arrange guests from local school districts to speak at future BCAC meetings to discuss the current soft skills being taught in their buildings.
2. **Maintain and grow the existing relationships among business, labor, and education personnel in the Licking County community** – It was agreed upon but business leaders and school administrator to move toward having the Workforce a Summit every 2-3 years. We will revisit holding the event for 2022. Other areas of program support remain strong.
3. **Present Needs Assessment results to guide BCAC goals for FY22 – FY25 by March 1, 2021** – This has been a big joint investment and perhaps holding a larger scaled unveiling of the results should be explored.
4. **Develop action plan in response to the Needs Assessment findings and recommendations** – Each of the project partners will prepare an action plan based on the findings in the needs assessment. The assessment should be ready to present in late January/early February.

Program Updates:

Educators in the Workplace – Beth Bronkar

- One 7th grade teacher from Heritage middle school participated this year and did her internship with Licking Memorial Hospital. Other local businesses were unable to host a teacher this year due to COVID concerns and restrictions. The teacher felt she gained insightful knowledge and prepares to implement her findings in her homerooms and study halls.

Junior Achievement (JA) – Beth Bronkar

- A video was shared showing how JA is responding to needs amidst the pandemic. The program has expanded to allow for not only classroom instruction, but also online instruction. They now also offer a self-guided option utilizing their workbooks and handouts.
- Beth has a large number of workbooks and handouts. Please contact her if you are interested in utilizing the program in your classrooms.

Workforce Summit

- Tabled until FY22

STEM over Lunch – Meghan Federer

- The event has been postponed until 2021.
- If any educator has ideas to share in how The Works can aide in online instruction, please reach out to them and they do their best to collaborate and assist.

PNB Academic Breakfast and the Coughlin You Made a Difference Reception

- Both businesses are interested in supporting the sponsored awards again this year but may have to make adjustments.
- The Coughlin You Made a Difference Reception was the last major event held for the county schools before the pandemic shut down of the schools.

Annual Report Breakfast – Dale

- Unable to hold due to COVID.
- Possibly plan a virtual “breakfast” on Zoom to unveil the results for the Needs Assessment. Stay tuned!

Vote: BCAC Written Plan for FY21

- Vicki Maple made a motion to approve the plan as presented.
- Nathan Keirns seconded the motion.
- All in favor to approve the plan as presented.

Final Note: Balance was estimated for this meeting at \$22,000.00 and not verified with the Treasurer’s office prior to the meeting.

**Meeting Adjourned – Next meeting scheduled for November 10, 2020 at 8:30 a.m.
Dale will send a Zoom invitation will follow at a later date!**

BCAC Meeting

March 9, 2021 at 8:30 a.m.

Remote via ZOOM

Facilitator: Dale Lewellen, LCESC Superintendent

Attendees: Beth Bronkar, Laura Cunningham, Meghan Federer, Angela Finck, Aaron Finley, Amy Gantt, Kevin Hansell, Grace Heffeman, Kristy Hoskinson, Vicki Maple, Carl Mayer, Ellen Nixon, Joe Shannon, Michelle Washington

Welcome: Dale Lewellen – Followed by attendee introductions.

Minutes: Approval of minutes was waived. To view the TPMA Needs Assessment Presentation, go to <https://lickingcountyworks.com/skillsgap>

Presentation:

Dale gave an overview of TPMA and their involvement in the Needs Assessment/Skills Gap Analysis. Many area businesses were involved in funding this project including BCAC, Grow Licking County, JFS-Ohio Means Jobs, C-TEC, Facebook, the Licking County Foundation and COTC.

Grace Heffeman discussed Phase II of the research which will focus on Identifying and Implementing the needs of the community.

Aaron Finley explained that the research is specifically being targeted to Licking County and our needs. Currently Licking County has four strong growth industries:

- Business Service
- Transportation and Warehouse
- Healthcare and Social Assistance
- Advanced Manufacturing

Within each industry, they are identifying terminal occupations. Once fully recognized, the information will be used to:

- Identify skills for each occupation
- Create job rankings
- Develop career pathways

TPMA is currently validating their findings. They want to ensure the data matches real-life development in Licking County. This is important in deciding what skills and education will be needed to be a viable candidate for employment in our community. Suggestions were given in regards to expanding a company's pool of applicants by developing minimum verses maximum requirements.

Focus groups will continue to be utilized. The groups will include local area employers, employees, school district (K-12) administrators and area teachers.

Program Updates:

Educators in the Workplace – Beth Bronkar

- Great way for teachers to understand the skills needed for employability.
- Updated forms can be found on the LCESC website.

- She would like to grow the area business partners and bring more of them into the program.

Junior Achievement (JA) – Beth Bronkar

- Licking County reaches out to 4th graders to teach them entrepreneurial skills.
- 70 students are participating virtually this school year.

STEM over Lunch – Meghan Federer

- The event will take place in October 2021 and will be combined with the Stem Teacher of the Year Award. The exact date is pending.

Coughlin You Made a Difference Reception

- Coughlin awarded a monetary award to one nominated teacher from each of the county’s public school districts, C-TEC, Newark Catholic and the Licking County ESC.
- Due to the pandemic, the in-person reception was not held.

Park National Bank Senior Academic Award

- The bank has pledged continues support of the award which spotlights two high academic seniors from each of the public school districts, C-TEC and Newark Catholic.
- We are currently exploring whether an in-person breakfast can be held this year.

Annual Report Breakfast – Dale

- Unable to hold due to COVID.
- Possibly plan a virtual “breakfast” on Zoom to unveil the results for the Needs Assessment. Stay tuned!

Meeting Adjourned – Next meeting scheduled for May 11, 2021

Dale will send a Zoom invitation will follow at a later date!

BCAC Meeting
May 11, 2021 at 8:30 a.m.
Remote via ZOOM

Facilitator: Dale Lewellen, LCESC Superintendent

Attendees: Beth Bronkar, Laura Cunningham, Tami Dunlap, Amy Gantt, Meghan Federer, Alyssa Johnston, Carl Mayer, Ellen Nixon, Scott Schmidt, Joe Shannon, Suzanne Sacchetti

Welcome: Dale Lewellen – Followed by attendee introductions.

Minutes: Approval of minutes was waived. The previous meeting is available on tape for anyone who wishes to review it.

Presentation:

Dale announced that Beth Bronkar would be taking over as the BCAC Facilitator for the 2021-22 school year. In addition, Tri-Valley Local School District will be joining our BCAC.

A quick overview of the groups legal requirements was given. In addition to a minimum of four meetings per year, we are required to submit an annual written report by September 30th to the Ohio Department of Education. The plan should outline the previous year's goals and include a summary of activities from the previous year.

Beth mentioned that our Needs Assessment was coming along. Currently, they are working on creating visualizations around the pathways needed to advance skills needed by students to best meet the needs of the four industries which currently have strong growth in Licking County. Those industries are:

- Business Service
- Transportation and Warehouse
- Healthcare and Social Assistance
- Advanced Manufacturing

Posed was the question, “How can we use this information in schools?” After brain-storming, the following ideas were shared:

- Professional Development activities for teaching staff & counselors;
- Create a presentation for Project Prepare;
- Hold after school programs (Amy Gantt volunteered to host);
- Pull the information into Junior Achievement giving student real life situations while teaching them about financial literacy;
- Hold a virtual career fair and utilize what we have learned.

Program Updates:

Educators in the Workplace – Beth Bronkar

There are currently four (4) teachers signed up for FY21 and hope to grow the program next year. The pandemic has created barriers. Many businesses are unable to host due to social distancing protocols. The program needs business volunteers. Amy Gantt is willing assist by utilizing the Licking County Library.

Junior Achievement (JA) – Beth Bronkar & Carl Mayer

- Licking County reaches out to 4th graders to teach them entrepreneurial skills.

- During the pandemic, teachers served as the program facilitators but traditionally, business volunteers pair up with a teacher.
- Carl Mayer would be willing to train volunteer facilitators from the business community and explained the program could be taught to meet the needs of the volunteer and teacher assigned.
- The program is available from Kindergarten through college level. Currently Licking County only participates in the 4th grade program but expansion to 8th graders has been discussed and Carl is willing to help promote the expansion.

STEM over Lunch – Meghan Federer

- The event will take place in October 2021. The exact date is still pending.

Coughlin You Made a Difference Reception

- Coughlin awarded a monetary award to one nominated teacher from each of the county’s public school districts, C-TEC, Newark Catholic and the Licking County ESC.
- Due to the pandemic, the in-person reception was not held.

Park National Bank Senior Academic Award

- The bank has pledged support of the award which spotlights two high academic seniors from each of the public school districts, C-TEC and Newark Catholic.

Closing Comments –Beth Bronkar

- Smaller sub-committee meetings are needed between regular meetings
 - Junior Achievement – Carl Mayer, Amy Gantt (Dale will check with Rotary members)
 - Educators in the Workplace – Ellen Nixon

Meeting Adjourned

2021-22 Meetings will take place at 8:00 a.m. at the Roosevelt Administration Building with a Zoom option on the following dates:

September 14, 2021
November 9, 2021
January 11, 2022
March 8, 2022
May 10, 2022