Call to Order/Welcome/Introductions – Paul Knollman, Dean of Business at Monroe County Community College, and the facilitator of the School Districts, Colleges, and Universities Caucus, and called the meeting to order and welcomed everyone present. Roundtable introductions were made by those present.

TMACOG Members in attendance included:
- Bob Bailey – Principal, Senior Project Manager, DGL Consultants
- Sharon Belkofer – Board Member, Rossford Schools
- Ed Ewers – Superintendent, Penta Career Center
- Barry Kinsey – Director of Workforce Development, Monroe County Community College
- Paul Knollman – Dean of Business, Monroe County Community College
- Michael McDonald – Director of Human Relations, Owens Community College
- Diane Miller – Interim Chief of Staff/Assistant Vice President, Government Relations, The University of Toledo
- Pam Mohler – Director of Member Services, Association of General Contractors Northwest Ohio
- Debra Morris – Adult Education Supervisor, Penta Career Center
- Theresa Pollick – Public Information Officer, Northwestern Water and Sewer District
- Tim Smith – Board Member, Wood County Educational Service Center
- Margaret Traband – Sr. Director Community Engagement, The University of Toledo
- Bob Vasquez – Board Member, Toledo Board of Education

Non-Caucus member present included:
- Kerrie Carte – Planning & Development Coordinator, WSOS CAC, Inc.
- Lisa Sobecki – Representative of the 45th District, Ohio House of Representatives

TMACOG support personnel included:
- Sara Guiher – Water Quality Planner
- Mary Pat McCarthy – Marketing and Public Information Manager

Election of Representatives to the TMACOG Board of Trustees – The following people were elected to serve as caucus representatives on the TMACOG Board of Trustees.

**Trustees** elected to represent member school districts:
- Trustee: Bob Vasquez – Toledo Board of Education
- Alternate: Ed Ewers – Penta Career Center

**Trustees** elected to represent member colleges and universities include:
- Trustee: Paul Knollman – Monroe County Community College
- Alternate: Cindy Hurst – Lourdes University
- Mr. Knollman asked for a motion to approve the above trustee and alternates. ??, moved to approve, and ?? seconded.
Topics of Discussion – The Caucus discussed the following topics as potential areas of focus for project or product development, based on previous caucus sessions:

- **Develop an inventory of talent gap analysis data and possible resources.**
  - Attendees discussed several current or completed efforts to inventory talent gap data and identify resources. Organizations such as the Toledo Chamber, Regional Growth Partnership, Lucas County Workforce Development, Workforce Investment Network, and rural school districts all have complementary efforts that could be compiled.

- **Review/develop/analyze what might be called “Talent Asset Map” for the region. Who are and where are the available workers?**
  - Regional Growth Partnership is currently developing this map – the Schools caucus may be able to provide input during this process, and will certainly seek to utilize it when complete.

- **Describe career awareness options (education) and list high-demands skills which could impact the currently available workforce and future workforce – including a strong involvement and partnership with industry partners.**
  - Caucus members agreed that this should be their area of focus moving forward. Students and job seekers of all ages don’t seem to have knowledge of all of the career opportunities available in our region and the multiple paths that can lead to success in those careers. A working group will be formed, to include representatives of business, industry professionals, and legislators. The group will produce a product – a communication forum/materials that can serve as a decision-making tool for people from middle school (including parents) to adult learners. Success stories from others who have followed a variety of paths should be collected as part of this effort.

- **Organize and list the resources available to job seekers, which can turn them into employees.**
  - There was much discussion on the previous bullet point; the caucus briefly touched on this last topic to confirm that it would not be their area of focus.

- **Next Steps**
  - Mr. Knollman will communicate with caucus members to organize a working group around the chosen focus area.

**Other Business** – There was no other business discussed.

**Adjourn** – Mr. Knollman thanked everyone for attending the caucus and adjourned the meeting.