MID-OHIO REGIONAL
MORPC
PLANNING COMMISSION

111 Liberty St., Suite 111
Columbus, Ohio 43215
www.morpc.org

NOTICE OF A MEETING
WORKFORCE TRACKING WORKING GROUP
MID-OHIO REGIONAL PLANNING COMMISSION

HYBRID MEETING

October 25, 2024, 3:00 pm – 4:00 pm

PURPOSE

Share and discuss strawman standards for select job quality dimensions.

DESIRED OUTCOMES

- Group members have basic familiarity with the draft standards proposed by other group members and the research that motivated those standards.

AGENDA

1. **Welcome & Introductions** [2 minutes]

2. **RfA Workforce Fellowship update** [5 min]
   - The fellowship's initial phase focuses on job quality education.
   - The second phase will focus on implementation and may be more beneficial.
   - Enrollment begins on October 30, with a likely deadline in November.
   - The Working Group will decide soon whether to participate in the next phase.
3. **Discuss strategies for making progress between meetings** [10 min]
   - Concerns were raised about slow progress due to the current monthly meeting schedule.
   - A committee member suggested meeting more frequently (e.g., biweekly) or implementing structured check-ins.
   - Options discussed included:
     - Mid-month progress updates via email to keep momentum.
     - Assigning a project manager-type role to track outstanding tasks.
     - Setting a three-week deadline for deliverables before meetings.
   - Consensus was reached to try a structured check-in system, with task reminders and summary emails distributed before meetings.
4. **Present strawman standards for select job quality dimensions** [38 minutes]
   a. Earnings (Kier)

William Murdock, AICP
Executive Director

Chris Amorose Groomes
Chair

Michelle Crandall
Vice Chair

Ben Kessler
Secretary

- Four proposed standards:
  - Competitive wages – Compared within the industry.
  - Living wages – Based on the MIT living wage calculator for Franklin County.
  - Predictable and stable income – Addressing income volatility, especially in part-time/seasonal industries.
  - Fair distribution of earnings – Examining earnings disparities within industries.
- Discussion:
  - The first two (competitive & living wages) are easily measurable with existing data.
  - The last two (stability & distribution) may be more challenging to quantify.

b. Schedules (Bob)
- Proposed standards:
  - Predictable scheduling – Employees should receive schedules at least two weeks in advance.
  - Advance notice for schedule changes – Employers should notify employees in a timely manner.
  - Compensation for schedule changes – Bonuses or incentives for late schedule changes.
  - Employee input into scheduling – Allowing flexibility where possible.
- Discussion:
  - A committee member suggested considering schedule flexibility for caregivers.
  - More research is needed on how other organizations track and define scheduling fairness.

c. Benefits (Jay)
- Proposed standards:
  - Total benefits as percentage of compensation – Employers should contribute at least 20–30%.
  - Paid leave – Measuring both entitlement and actual usage to assess work culture.
  - Retirement benefits – Employer contributions around 4–5% of salary.
  - Healthcare benefits – Offering comprehensive healthcare options.
  - Education & professional development – Providing monetary or structural support.
- Discussion:
  - A committee member raised the question of defining a standard for minimum leave days.
  - The importance of tracking benefit utilization was emphasized.

d. Safety and Security (Adam)
- Proposed standards:
  - Commitment to a culture of safety – Policies and values promoting safety.
  - Safety & security management system – A documented and auditable process.
  - Regular safety training – Ensuring employees are informed of risks.
  - Incident tracking – Maintaining a database of safety incidents.

- Employment security metrics – Tracking tenure, terminations, and job classifications.
- Leave policies – Ensuring job security for temporary catastrophes.
- Anti-discrimination and harassment policies – Having enforceable policies in place.
- Transparent reporting mechanisms – Employees can raise concerns safely.
  - Discussion:
    - A committee member suggested including cybersecurity training as part of security standards.
    - A suggestion was made to track company accident rates against industry averages.
  e. Learning and Development (Bill)
  - Proposed standards (initial draft):
    - Career development for employees – Internal opportunities for upskilling.
    - Active recruitment efforts – Encouraging hiring from underrepresented groups.
  - Discussion:
    - Bill mentioned incorporating elements from Jay's professional development standard.
    - Additional research will be done before finalizing this standard.

5. **Review next actions and assign to members** [5 min]
   - Review & Comment on Proposed Standards
     - Group members to provide feedback directly in the document.
     - All edits and comments are due within three weeks.
   - Implementation of Mid-Month Check-Ins
     - A structured process will be tested, including:
       - Three-week deliverable deadlines.
       - A project summary email a week before the next meeting.
   - Adam to Share Information on Sustainable 2050 Model
     - Members to review it for potential adaptation into a workforce recognition program.

6. **Adjourn**

Please notify Adam Porr at 614-233-4216 or aporr@morpc.org to confirm your attendance for this meeting or if you require special assistance.

Next Workforce Tracking Working Group Meeting
November 21, 2024 10:00-11:00

Mid-Ohio Regional Planning Commission
Hybrid Meeting

Workforce Tracking Working Group

October 25, 2024

Members Present
Bob Gitter, Ohio Wesleyan University
Jay Knox, One Columbus
Bill LaFayette, Regionomics
Kier Scott, Aspyr Workforce Innovation

Staff Present
Dave Dixon
Adam Porr
Padmini Roy-Dixon