# Quarterly Narrative Progress Report

**Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grants**

**Project Name:** Ohio Technical Skills Innovation Network (Ohio TechNet)

**Grant Number:** TC-26435-14-60-A-39

**Award Year:** 2014

**Report Quarter Ending:** 06/30/2015

**Date of Submission:** 08/14/2015

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**A. Quarterly Summary for Grant Activities**

Ohio TechNet (OTN) is an 11-school Advanced Manufacturing consortium with 5 programs: welding, CNC/Machining, industrial maintenance, digital fabrication/industrial automation, occupational safety. Schools include Columbus State (CSCC), Cincinnati State (CSTCC), Cuyahoga (CCC), Eastern Gateway (EGCC), Lakeland (LCC), Lorain (LCCC), Owens (OCC), Rhodes (RSC), Sinclair (SCC), Stark (SSC), Zane (ZSC). Q3 proved to be exceptionally productive for OTN. The consortium hired additional staff; hosted Assistant Secretary of Labor for OSHA, Dr. David Michaels, at LCCC for Workers’ Memorial Day; submitted Evaluation Plan to DOLETA; submitted Q2 reports to DOLETA; convened two dynamic in-person partner meetings: Ohio’s TAACCCT Round 4 grantees meeting in Columbus at Ohio Board of Regents (OBOR) and OTN Work Teams meeting at Zane; convened weekly partner conference calls; developed fiscal policies; updated OTN handbook; hosted informative webinars for OTN partners, providing technical assistance; launched OTN Work Teams aligned to deliverables; expanded use of SharePoint for use by OTN partners; attended TAACCCT Fiscal Training in Chicago; attended TAACCCT Round 4 convening in Washington D.C.; researched monitoring policies and procedures; submitted budget modifications to DOL, including equipment and renovation modifications; developed participant data forms and data templates; developed scopes of work for project management contractors to assist in delivery of work plan; collaborated with The Manufacturing Institute to plan July seminar at LCCC, providing further technical assistance to the consortium; strategically engaged with state and national leaders:
collaborated with Community College Workforce Consortium (CCWC) in planning the CCWC Annual Meeting as the first step in launching the Presidents’ Council, a key component of the OTN grant; assisted OBOR in reaching out to employers for the inaugural gathering of Manufacturing CEO’s to launch an Ohio Manufacturing Careers Council (OMCC), another key grant deliverable. OTN partners hired staff; developed technical certificates and core courses; launched programs; applied for M-List designation; developed data collection policies; recruited participants; engaged with employers to serve on advisory committees; collaborated with national, state and local agencies; procured equipment; initiated renovations; planned manufacturing events; attended training events; investigated nationally accredited training programs.

B. Status Update on Leveraged Resources

Provide an update on the organizations that contributed the resources:
The following organizations provided leveraged resources this quarter: Cincinnati State Technical Community College, Cuyahoga Community College, Lakeland Community College, Lorain County Community College, Owens Community College, Rhodes State College, Sinclair Community College, Stark State Community College, Zane State College, Ohio Means Jobs, and Ohio Department of Job and Family Services.

Provide an update on the ways in which the resources were used during the current quarter:
RSC: Steering Committee ($1,440), construction management researched renovation specifications for Chem Lab for Food Science Technology ($200); Ohio Department of Job and Family Services and Ohio Means Jobs provided in-kind seminar ($80); SCC: Co-Project Directors, Tony Ponder and Jeff Miller ($2,880). ZSC: Hosted OTN team meetings at no cost to the grant ($986). OTN partners: the difference between schools' approved indirect cost rate and DOL administrative cost cap ($54,937).

Comments:
N/A

During this quarter, did you receive any additional leveraged resources beyond what is listed in your statement of work?
No

C. Status Update on Employer(s) Involvement

Discuss how the required employer(s) has been involved during the current phase of the project.
OTN partners invited CEOs to launch Ohio Manufacturing Careers Council (OMCC): CSTCC: Howden American Fan; CSCC: Honda North America; CCC: Allow Bellow & Precision Welding; EGCC: Brilex; LCC: Lincoln Electric; LCCC: A.J. Rose; Bendix; General Plug & Manufacturing; Nordson Corp; T.A.P.E; NN Inc; RSC: DTR Industries; SCC: Enginetics Aerospace; Staub
Manufacturing Solutions; SSC: M.K. Morse Co; ZSC: Island Aseptics. Employers also helped define career pathways, design curriculum, and identify needs.

Outline specific roles and contributions of the employer(s) during this quarter.

Identify any challenges encountered/resolved in the development and management of the employer involvement. Consortium members reported the following challenges: CSTCC: change of location for welding program caused one employer to reconsider level of involvement; SCC: Securing industry commitments will be a priority in Q4 to assist in program recruitment. SSC: employers report a need for skilled labor.

Discuss new employers and commitments that may have been added to support the project.

Comments:
CSTCC: Partners for a Competitive Workforce consulted for employer engagement. EGCC and OCC: Employers share employment opportunities/interview candidates. LCC: Boilermakers, Ironworkers Local 17, and Pipefitters Local 120 participated in advisory capacity to review curriculum. SCC: employer engagement plan created and additional commitments will be pursued in Q4; RSC: planned July curriculum review event with West Central Ohio Manufacturing Consortium. LCCC: Subject matter experts have been engaged to launch industry advisory council for the Safety Education Component. Employers partner on accelerated welding training program with LCCC: McGinnis; Emerson; Engines Inc; Superior Marine Inc.

Have you had any consultation or advisory meetings with business or employer partners during this quarter?
Yes

Were there any direct hires of program of study completers by employer partners during this quarter?
No

Were internships or other work-based learning opportunities posted during this quarter?
Yes

Did you acquire any additional employer partners during this quarter?
Yes
D. Timeline for Grant Activities and Deliverables

General Comments:
OTN invited Ohio’s TAACCCT Round 4 Advanced Manufacturing grantees to convene at OBOR in April to discuss transformational change. LCCC hosted Assistant Secretary of Labor for OSHA, Dr. David Michaels, for Workers’ Memorial Day on April 28th. Work Teams 1, 2, and 3 launched in June 2015. Team 1 will create mechanisms for statewide collaboration, Team 2 will transform program design, and Team 3 will expand best practices to redesign student intake, success, and placement. OTN engaged with state and national leaders in planning the launch of OTN’s Presidents’ Council at a September CCWC event at Clark State and worked with the governor’s office and OBOR to plan the inaugural gathering of Ohio Manufacturing Careers Council (OMCC). OTN continued to meet with local WIB partner about data management and previewed OTN’s special office in the state’s workforce case management system; evaluation plan was submitted to DOL; initial data plan was developed and shared with partners during June webinar; data sharing agreements were drafted. Select consortium members have had initial discussion with local ABLE providers to prepare students for Math in Welding and engaged faculty to complete enhanced math curriculum for Machinery Maintenance; worked with State of Ohio Apprenticeship Council to research pre-apprenticeship and apprenticeship-sponsoring opportunities; engaged employers to become involved on planning committees, advisory committees, work groups, and focus groups; started researching tools to complement the classroom delivery offering a hybrid model; drafted Request for Information to gather information on potential providers and efficacy of programs while leveraging institutional resources from previous TAACCCT Rounds to replicate successful learning models. OTN partners hired staff, developed technical certificates and core courses, launched programs, procured equipment. OTN’s 11 partner schools are on track to obtain M-List designation by 9/30/15.

How many programs are you planning to offer?
5

As of this quarter, how many programs have you launched to date?
3
Activity ID: 1
Status: Ongoing
Activity Type: Activity
Project Goal: 1.1 General Program Management
Narrative: Align activities with existing sector initiatives to share best practices
Expected Start: 10/01/2014
Expected End: 09/30/2018
Actual Start: 10/01/2014
Actual End:
Notes: 03/20/2015: Activity 1.1; Align activities with existing sector initiatives to share best practices
05/07/2015: Started recruitment for Project Manager and Program Developer; contracted with Program Evaluator; hired Resource Development Specialist.
08/14/2015: Work Teams were launched to support program management. Project management team is hired and oriented to Ohio TechNet / TAACCCT including OTN project manager, program developer, senior research project manager, and resource development specialist.

Activity ID: 2
Status: Ongoing
Activity Type: Activity
Project Goal: 2.1 Accelerated Remediation
Narrative: Contextualized and accelerated remediation through collaboration
Expected Start: 06/01/2015
Expected End: 09/30/2017
Actual Start: 03/02/2015
Actual End:
Notes: 03/20/2015: Activity 2.1; Collaboration with Adult Basic Education, Industry, workfore and Ohio Completion Agenga
05/07/2015: Started procurement process for PLA contractor.
08/13/2015: Select consortium members have had initial discussion with a local ABLE provider about developing a Bridge Class to help prepare students for Math in Welding and engaged faculty to complete enhanced math curriculum for Machinery Maintenance.

Activity ID: 3
Status: Ongoing
Activity Type: Activity
Project Goal: 2.2 Enhanced Collaboration
Narrative: Collaboration among career technical, community colleges, registered apprenticeship and 4 yr univ.
Expected Start: 10/01/2015
Expected End: 09/30/2017
Actual Start: 10/02/2014
Actual End:

Activity ID: 4
Status: Ongoing
Activity Type: Activity
Project Goal: 2.3 Strengthen Employr Roles
Narrative: Strengthen employer roles as design and delivery partners
Expected Start: 07/01/2015
Expected End: 09/30/2017
Actual Start: 01/05/2015
Actual End:

Notes: 08/14/2015: Team 2 is researching and developing employer engagement tools. OTN is also collaborating with LIFT and OBOR to launch Ohio Manufacturing Careers Council and engaging employers in planning committees, advisory committees, work groups, focus groups.

Activity ID: 5
Status: Ongoing
Activity Type: Activity
Project Goal: 2.4 Online Learning
Narrative: Integrate new & replicate successful models of online tech-enabled competency based learning.
Expected Start: 10/01/2015
Expected End: 09/30/2017
Actual Start: 06/16/2015
Actual End:

Notes: 08/13/2015: Researched hybrid models; drafted Request for Information to gather information on potential providers and efficacy of programs; participated in nat’l conference on Competency Based Education hosted by previous TAACCCT grantees.

Activity ID: 6
Status: Ongoing
Activity Type: Activity
Project Goal: 2.5 Serving Veterans
Narrative: Adopt consistent approach to serving veterans
Expected Start: 06/01/2015
Expected End: 09/30/2017
Actual Start: 06/16/2015
Actual End:

Notes: 08/13/2015: Planned July seminar with The Manufacturing Institute focused on Get Skills to Work. LCCC organized Boots to Business workshop with SBDC, postponed due to low enrollment. Will work with veteran service agencies to revise outreach and reschedule.
Activity ID:  7
Status:  Ongoing
Activity Type:  Activity
Project Goal:  2.6 Safety Education
Narrative:  Expand degree options and credit-bearing education and training for safety professionals
Expected Start:  02/28/2015
Expected End:  09/30/2017
Actual Start:  02/28/2015
Actual End:
Notes:  05/07/2015: Preliminary discussion regarding scope of work for safety contractor.
08/14/2015: LCCC hosted the Assistant Secretary of Labor for OSHA and industry partners for Workers’ Memorial Day. OTN contracted subject matter experts to support project management related to deliverables for the safety education and training component.

Activity ID:  8
Status:  Ongoing
Activity Type:  Activity
Project Goal:  3.1 Systems Integration
Narrative:  Replicate successful models of community college/workforce systems integration
Expected Start:  01/01/2015
Expected End:  09/30/2015
Actual Start:  01/01/2015
Actual End:
Notes:  05/07/2015: Engaged local WIB as a partner and held preliminary conversations about using Ohio's state-level case management system.
08/13/2015: Met with local WIB partner to discuss data management and previewed OTN’s special office in Ohio’s Workforce Case Management System (OWCMS). Crosswalked data fields in the Participant Intake Form to fields in the OWCMS.

Activity ID:  9
Status:  Ongoing
Activity Type:  Activity
Project Goal:  3.2 Completion Agenda
Narrative:  Align activities to Ohio's completion and student success agenda
Expected Start:  06/30/2015
Expected End:  09/30/2017
Actual Start:  06/16/2015
Actual End:
Notes:  08/14/2015: Work Team 3 was launched. Its goal to expand best practices that redesign student intake, success, and placement support the alignment of activities to Ohio’s completion agenda.
Activity ID: 10
Status: Ongoing
Activity Type: Activity
Project Goal: 3.3 Self Employment
Narrative: Expand training for entrepreneurship focus on professional/technical services for adv mfg
Expected Start: 10/01/2014
Expected End: 09/30/2017
Actual Start: 01/01/2015
Actual End:
Notes: 05/14/2015: Spring Boots to Business program scheduled with SBDC team at Lorain County Community College.
08/13/2015: LCCC serves dislocated workers through DOLETA supported self-employment training initiative; will design strategies for sharing lessons learned. OTN collaborating to plan regional entrepreneurship event for Fall focused on diverse talent.
Deliverable ID:  1  
Status: Ongoing  
Deliverable Type: Deliverable  
Project Goal: 1 Finalize evaluation plan  
Narrative: Finalize evaluation plan with appropriate IRB approval  
Expected Start: 10/01/2014  
Expected End: 09/30/2017  
Actual Start: 01/01/2015  
Actual End: 
Notes: 05/07/2015: Contracted with program evaluator and initiated development of delivery plan.  
08/14/2015: The evaluation team of New Growth Group, working with the Ohio State University's OERC, the OTN project team, college partners, and the OH Dept of Jobs and Family Services, prepared the evaluation plan, which LCCC submitted to DOL on 5-15-15.

Deliverable ID:  2  
Status: Ongoing  
Deliverable Type: Deliverable  
Project Goal: 2 Data Management System  
Narrative: Common Data Management Systems in place  
Expected Start: 10/01/2014  
Expected End: 09/30/2017  
Actual Start: 10/06/2014  
Actual End: 
Notes: 05/07/2015: Engaged local WIB as a partner and held preliminary conversations regarding use of Ohio's case management system.  
08/13/2015: Met with local WIB partner to discuss data management and previewed OTN’s special office in Ohio Workforce Case Management System (OWCMS); crosswalked data fields in the Participant Intake Form to fields in the OWCMS; drafted data sharing agreements. 

Deliverable ID:  3  
Status: Ongoing  
Deliverable Type: Deliverable  
Project Goal: 3 Website launch  
Narrative: Ohio Tech Net website launch  
Expected Start: 10/01/2014  
Expected End: 09/30/2017  
Actual Start: 10/01/2014  
Actual End: 
Notes: 05/07/2015: Expanding use of SharePoint as a collaborative tool for consortium. Preliminary conversations regarding integrating this with public website.  
08/14/2015: Communications plan was drafted. Website is a priority for Q4 and Q5. 

Deliverable ID:  4
Status: Ongoing
Deliverable Type: Deliverable
Project Goal: 4 Benchmark report
Narrative: Benchmark report
Expected Start: 10/01/2014
Expected End: 09/30/2017
Actual Start: 01/01/2015
Actual End:
Notes: 05/07/2015: Conversations with Employer Engagement Specialist in support of CCWC meeting with college presidents in September 2015.
08/13/2015: Report in development.

Deliverable ID: 5
Status: Ongoing
Deliverable Type: Deliverable
Project Goal: 5 Inventory of Strategies
Narrative: Annual inventory of strategies adopted/replicated at partner colleges.
Expected Start: 06/30/2015
Expected End: 09/30/2017
Actual Start: 06/16/2015
Actual End:
Notes: 08/14/2015: Work Team 2 launched. Annual inventory of strategies is in development. OTN is collaborating with LIFT (lightweight materials NNMI) to pilot Manufacturing Readiness Program at several partner schools.

Deliverable ID: 6
Status: Ongoing
Deliverable Type: Deliverable
Project Goal: 6 Toolkits
Narrative: Toolkits created or linked via Ohio TechNet site.
Expected Start: 06/30/2015
Expected End: 09/30/2017
Actual Start: 06/16/2015
Actual End:
Notes: 08/13/2015: Work Teams 1, 2, and 3 were launched, which will develop toolkits relevant to team goals.

Deliverable ID: 7
Status: Ongoing
Deliverable Type: Deliverable
Project Goal: 7 AMCP web page
Narrative: Advanced Manufacturing Career Pathways web page updated in partnership with OMJ/Ed/Ind/Wkfc partners
Expected Start: 09/01/2015
Expected End: 09/30/2017
Actual Start: 06/15/2015
Actual End:
Notes: 08/14/2015: Partnership with state of Ohio and LIFT to launch Ohio Manufacturing Careers Council, led by manufacturing CEO's, will drive development of website.

Deliverable ID: 8
Status: Ongoing
Deliverable Type: Deliverable
Project Goal: 8 State wide templates
Narrative: Templates and mats to support consistency in outreach, career advising, and employer engagement
Expected Start: 07/01/2015
Expected End: 09/30/2017
Actual Start: 06/16/2015
Actual End:
Notes: 08/13/2015: Work Team 3 was launched, which will support the adoption of consistency in outreach, career advising, and employer engagement by developing templates. CSTCC is ready to share the PTEC model and its tools and resources.

Deliverable ID: 9
Status: Ongoing
Deliverable Type: Deliverable
Project Goal: 9 Comparative Analysis
Narrative: System to enable analysis of tools/approaches by partners in completion, outcomes, employer satisfactn.
Expected Start: 10/01/2015
Expected End: 09/30/2017
Actual Start: 06/16/2015
Actual End:
Notes: 08/13/2015: Work Team 3 will create toolkits for employer engagement in intake, success, and placement.

Deliverable ID: 10
Status: Ongoing
Deliverable Type: Deliverable
Project Goal: 10 Get Skills to Work
Narrative: Expanded adoption of Get Skills to Work and statewide tools for outreach/marketing
Expected Start: 06/01/2015
Expected End: 09/30/2017
Actual Start: 06/16/2015
Actual End:
Notes: 08/13/2015: Work Team 2 will develop tools for outreach materials for Get Skills to Work and Boots to Business. Planned July seminar with Brent Weil from The Manufacturing Institute with a focus on Get Skills to Work.

Deliverable ID: 11  
Status: Ongoing  
Deliverable Type: Deliverable  
Project Goal: 11 Safety enrollment system  
Narrative: Dual enrollment system between OSH Training Institute coursework and community colleges established  
Expected Start: 02/28/2015  
Expected End: 09/30/2015  
Actual Start: 02/15/2015  
Actual End:  
Notes: 05/07/2015: Preliminary discussions regarding scope of work for safety contractor.  
08/14/2015: OTN contracted with subject matter experts to support project management related to deliverables for the safety education and training component, including engagement of industry partners for a statewide advisory council related to this component.

Deliverable ID: 12  
Status: Ongoing  
Deliverable Type: Deliverable  
Project Goal: 12 Safety Degree Pathway  
Narrative: Articulated degree pathway and a professional certificate program  
Expected Start: 02/28/2015  
Expected End: 09/30/2017  
Actual Start: 02/28/2015  
Actual End:  
Notes: 08/14/2015: Work Team 1, working with a statewide industry council comprised of subject matter experts, will assist in developing a Safety Degree Pathway.

Deliverable ID: 13  
Status: Ongoing  
Deliverable Type: Deliverable  
Project Goal: 13 Participant Outcomes  
Narrative: Agreements in place with state and regional workforce leaders for coordinated tracking and reporting  
Expected Start: 10/01/2014  
Expected End: 09/30/2017  
Actual Start: 01/01/2015  
Actual End:  
Notes: 03/20/2015: using Ohio's Workforce Case Management System  
08/14/2015: OTN benefits from an extremely collaborative relationship that exists with our local
WIB and state agencies. Our local WIB partner spearheads OTN's use of state systems for data management. This is critical to transformational change.

**Deliverable ID:** 14  
**Status:** Ongoing  
**Deliverable Type:** Deliverable  
**Project Goal:** 14 Best Practices Repository  
**Narrative:** Repository of Ohio best practices and technical assistance  
**Expected Start:** 06/30/2015  
**Expected End:** 09/30/2017  
**Actual Start:** 06/16/2015  
**Actual End:** 09/30/2017  
**Notes:** 08/13/2015: Work Teams will research best-practices relevant to team goals. During successful June Collaboration Meeting with consortium partners, resource sharing took place. Partners volunteered to develop repository.

**Deliverable ID:** 15  
**Status:** Ongoing  
**Deliverable Type:** Deliverable  
**Project Goal:** 15 Replicate Boots-to-Biz  
**Narrative:** Replicate Boots to Business SBDC program  
**Expected Start:** 10/01/2015  
**Expected End:** 09/30/2017  
**Actual Start:** 01/05/2015  
**Actual End:** 09/30/2017  
**Notes:** 08/14/2015: Work Team 2 will develop tools for outreach for Boots to Business. A spring Boots to Business workshop organized by LCCC with the SBDC was postponed due to low enrollment. LCCC is working to revise outreach strategies with veteran agencies.

**Deliverable ID:** 16  
**Status:** Ongoing  
**Deliverable Type:** Deliverable  
**Project Goal:** 16 Maker Movement White Paper  
**Narrative:** White paper on Maker Movement initiative and implications for TAA/veterans pursuing self employment.  
**Expected Start:** 10/01/2015  
**Expected End:** 09/30/2017  
**Actual Start:** 06/16/2015  
**Actual End:** 09/30/2017  
**Notes:** 08/13/2015: Work Team 3 was launched and will support this deliverable. This team is charged to create a Maker Movement white paper. LCCC launched plan to host Ohio Makes conference in October 2015.
E. Status of Progress and Implementation Measures

No strategies recorded
F. Key Issues and Technical Assistance Needs

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| Equipment and Renovations                  | SSC: Obtaining appropriate approvals for costly renovations may delay program launch.  
                                                CSC: process for equipment approval took longer than anticipated due to unexpected delays and has pushed program launch date back.  
                                                CSTCC: Determined that change in venue for Welding Bootcamp is required. Currently assessing options.  
                                                LCC: recruiting instructors for day classes is challenging; 7 high school students enrolled, unable to be reported as participants due to age – LCC will follow these students as they proceed. SCC and EGCC: growing the student pipeline will be a challenge, EGCC has identified possible solutions. |
| Recruitment                                | SCC: has continuously heard that Veteran Job Training Benefits are inflexible and new guidelines would help to ensure more service to our veteran population. We encourage new guidelines from the VA to allow veterans to utilize benefits for TAACCCT programs and industry certifications.                                                                                                        |
| Veteran Job Training Benefits               |                                                                                                                                                                                                                                                                                                                                            |

G. Best Practices, Promising New Strategies and Success Stories

Best Practices and Promising New Strategies

1 Program Development
To launch programs in a timely manner, several OTN schools utilize non-credit programs prior to the delivery of approved credit coursework. Other best practices: SSC: transforming traditional manufacturing courses to web-based competency courses. SCC: implementing employer engagement strategies developed in a prior TAACCCT round; accelerated competency based model will increase enrollment. LCC: developed welding pathways as a tool for both participants and counselors. RSC: expanded use of PLA.

Success Stories

1 Employer Engagement
Lakeland launched TAACCCT programs; prepared to install equipment; excelled in employer engagement: developing Welding Pathway with area employers; engaged employers for curriculum review; partnered with Component Repair Technologies and Steris; planned site visits to multiple
employers; planned employer panel to discuss workforce needs, opportunities, and recruitment. Lakeland registered with WeldLink; was listed on AWS site as a resource; created professional development for instructors.

2 Program Launch/Curriculum
Rhodes developed technical certificates and core courses by leveraging faculty members and industry for validation of content; developed Tool and Die and Welding Coursework; Welding Bootcamp launched; planned to expand PLA to boost retention; worked with State of Ohio Apprenticeship Council to explore programs; completed TAA outreach through local ODJFS Ohio Work Incentive Programs; determined integration of NCRC process; submitted revised equipment and renovation requests; hired Navigator.

H. Additional Outcome Information
Transformational change continues in Ohio! OTN’s work with the governor’s office, OBOR, ODJFS, Ohio Means Jobs, NNMI entities such as LIFT and America Makes, The Manufacturing Institute, CCWC, DOL and other stakeholders is key to transforming Advanced Manufacturing in our state. Capitalizing on momentum from the U.S. Secretary of Labor’s visit to LCCC in November 2014, OTN welcomed the Assistant Secretary of Labor to LCCC in April 2015. OTN has prioritized maximizing DOL existing investment in Ohio. In addition to working closely with our 11 partner schools, OTN continues to engage with Ohio’s other TAACCCT Round 4 grantees, Clark State and Northwest State Community College.