

**AMENDMENT TO MEMORANDUM OF UNDERSTANDING
BETWEEN
THE OHIO DEPARTMENT OF HIGHER EDUCATION
AND
VANTAGE CAREER CENTER**

This Amendment (“Amendment”) to the Memorandum of Understanding (“MOU”) is entered into by and between the Ohio Department of Higher Education (“ODHE”), whose powers and duties are specified in Ohio Revised Code §3333.04 and whose principal place of business is at 25 South Front Street, Columbus, Ohio 43215 and Vantage Career Center (“VCC”), with a place of business located at 818 North Franklin Street, Van Wert, Ohio 45891.

The original Memorandum of Understanding, executed September 10, 2024, is hereby amended as follows:

IN ARTICLE I: SCOPE OF SERVICES, REPLACE:

“VCC agrees to use the funds to provide services to local employers in accordance with their Organizational Goals detailed in their submitted application, attached hereto as Attachment A, and their Program Workbook, attached hereto as Attachment B. Attachment A and Attachment B are incorporated into this MOU by this reference and are approved by ODHE except to the extent modified herein.”

WITH:

“VCC agrees to use the funds to provide services to local employers in accordance with their Organizational Goals detailed in their submitted application, attached hereto as Attachment A, and their Program Workbook, attached hereto as Attachment B.

Additionally, VCC will use Supplemental Funding to provide services to local employers in accordance with their Organizational Goals detailed in their submitted Application for Supplemental Funding, attached hereto as Attachment C, and the approved Program Workbook, attached hereto as Attachment D.

Attachments A, B, C, and D are incorporated into this MOU by this reference and are approved by ODHE except to the extent modified herein.”

IN ARTICLE III: COMPENSATION, REPLACE:

- “1) ODHE agrees to pay VCC compensation, upon execution of this MOU, an amount not to exceed fifty thousand and 00/100 dollars (\$50,000.00) for services performed in accordance with Article I: Scope of Services and Attachments A and B of this MOU.
- 2) It is mutually agreed and understood that the total amount to be paid by ODHE to VCC under this MOU shall in no event exceed fifty thousand and 00/100 dollars (\$50,000.00) for compensation unless VCC receives prior written approval from ODHE, and when required, approval of the Controlling Board.
- 3) If the Funds are not spent in full by June 30, 2025, VCC shall submit a request to ODHE for a no-cost extension (“NCE”) to this MOU. To acquire the NCE Request form, please contact vmccoy@highered.ohio.gov. The completed NCE Request form should be submitted to vmccoy@highered.ohio.gov by the date provided with the NCE Request form.”

WITH:

- “1) ODHE agrees to pay VCC compensation, upon execution of the MOU, an amount not to exceed fifty thousand and 00/100 dollars (\$50,000.00) for services performed in accordance with Article I: Scope of Services and Attachments A and B of this MOU.
- 2) ODHE agrees to distribute Supplemental Funding to VCC, in one installment, upon execution of this Amendment, an amount not to exceed twenty-seven thousand four hundred forty-four and 92/100 dollars (\$27,444.92) for uses in accordance with Article I: Scope of Services and Attachments C and D.
- 3) It is mutually agreed and understood that the total amount to be paid by ODHE to VCC under this MOU shall in no event exceed seventy-seven thousand four hundred forty-four and 92/100 dollars (\$77,444.92) for compensation unless VCC receives prior written approval from ODHE, and when required, approval of the Controlling Board.
- 4) If the Funds are not spent in full by June 30, 2025, VCC shall submit a request to ODHE for a no-cost extension (“NCE”) to this MOU. To acquire the NCE Request form, please contact vmccoy@highered.ohio.gov. The completed NCE Request form should be submitted to vmccoy@highered.ohio.gov by the date provided with the NCE Request form.”

ADD ATTACHMENT C AND ATTACHMENT D, ATTACHED HERETO.

This Amendment begins on the date upon which all parties have executed this Amendment.

Any terms and conditions of the original Memorandum of Understanding not modified or changed by this Amendment shall remain in full force and effect. Both Parties agree to abide by all of the terms and conditions of the Memorandum of Understanding and this Amendment.

VANTAGE CAREER CENTER

By: _____

Date: _____

Title: _____

THE OHIO DEPARTMENT OF HIGHER EDUCATION

By: _____

Date: _____

Title: Chancellor _____

Attachment C



818 N Franklin Street
Van Wert, OH 45891
PHONE: (419)238-5411
FAX: (419)238-4058
www.vantagecareercenter.com

Dec. 2, 2024

Ohio Department of Higher Education
CTX, Higher Ed. Ohio
25 South Front Street
Columbus, OH 43215

To Whom it May Concern:

Please accept the attached Supplemental RFP documentation for the Center for Training Excellence Program.

Vantage Career Center is located in Northwest Ohio and offers a variety of certification options for residents of the surrounding counties and beyond. We have served many area businesses with Customized Trainings and always have future trainings scheduled, keeping our instructors and staff very busy. We thoroughly enjoy the partnerships we have built while customizing training programs to assist local employers with their needs during this challenging time. We hear time and time again how our services to train and upskill employees have decreased turnover drastically. We are excited to continue and expand this service in the coming years. The CTX Grant has been an immeasurable contribution to our community. Vantage Career Center would like to request the full amount of \$27,444.92.

Primary contact: Angie Fahy, Director, Adult Education
Vantage Career Center
818 N. Franklin Street
Van Wert, OH 45891
419-238-5411 Ext. 2114
fahy.a@vantagecareercenter.com

Fiscal contact: Denise Mooney, Treasurer, Vantage Career Center
818 N. Franklin Street
Van Wert, OH 45891
419-238-5411 Ext. 2150
mooney.d@vantagecareercenter.com

Legal contact: Rick Turner, Superintendent
818 N. Franklin Street
Van Wert, OH 45891
419-238-5411 Ext. 2102

EXECUTIVE SUMMARY

Situated on the outskirts of Van Wert, Ohio, Vantage Career Center benefits from its proximity to one of the nation's largest wind turbine farms. The local job market is primarily focused on healthcare, manufacturing, agriculture, and service industries. Serving residents of Van Wert, Paulding, Putnam, and Mercer counties, Vantage plays a pivotal role in addressing workforce needs across the region. According to the 2022 population estimates by the Census Bureau, Van Wert County boasts a population of 28,769, Paulding County 18,757, Putnam County 34,334, Mercer County 42,348, and Defiance County 38,387. For a comprehensive overview of the top job opportunities in the area, please refer to the Regional Needs section of this Request for Proposals (RFP).

Vantage Career Center is dedicated to providing postsecondary technical training to individuals and businesses in the surrounding area. Our state-of-the-art facilities are exceptionally equipped to meet the dynamic demands of the evolving job market. With experienced instructors deeply rooted in their respective fields, we prioritize student success and the impartation of skills crucial for adapting to new technologies and challenges. Our institution has fostered robust partnerships with local Economic Development Offices, Chamber of Commerce, and Ohio Means Jobs offices. These alliances are pivotal in establishing connections and nurturing relationships with area businesses, ensuring mutual growth and prosperity.

Since the launch of the Center for Training Excellence Program, Vantage Career Center has been at the forefront of delivering tailored classes for numerous local facilities. Our overarching objective is to consistently address the unique needs of every individual or organization seeking our assistance. Whether through our own training programs or by facilitating referrals to other career centers, we are committed to ensuring that each request is met with a viable solution.

Vantage Career Center is dedicated to meticulously tracking the progress of every student enrolled in our program, ensuring full compliance with all reporting obligations. With the support of these funds, VCC aims to extend its outreach to local businesses and forge meaningful partnerships. Additionally, we plan to invest in staff development through additional training initiatives and potentially acquire new equipment to enrich our training offerings. This strategic allocation of resources will enable us to further enhance our services and better serve the needs of our community and its businesses.

Attachment C

Goals

Vantage Career Center is incredibly fortunate to boast a team of dedicated staff, particularly within our Customized Training Program. As we set our sights on the year ahead, one of our primary objectives is to recruit additional instructors, thereby expanding our reach and impact within the community. The demand for training is substantial, and the addition of instructors would not only unlock new opportunities for Vantage but also significantly benefit local businesses and industries.

Furthermore, our second goal for the year is to enhance our Robotics Training program. We've been diligently upskilling our instructors and actively pursuing contracts with area businesses, responding to numerous inquiries about this specialized training. During the 23-24 academic year, we have been fortunate enough to send our Robotics instructor to two different trainings which allows VCC to certify students in Robotics training. We have worked with local companies providing basic Robotics customized training and during the 24/25 academic year, we are working to provide additional training and provide certification to those same companies.

Additionally, these funds will enable us to procure on-site training sessions at our local partner establishments. Ultimately, our overarching objective remains steadfast: to craft customized training solutions that precisely meet the needs of our customers, aligning with In-Demand Jobs and essential OSHA requirements. Our comprehensive training offerings span a diverse range of topics, including but not limited to: Electrical training at various levels, Forklift operation, Skid Steer and Scissors Lift operation, Aerial Lift training tailored to each location's needs, STNA refresher training for local nursing homes, CDL training conducted at manufacturing sites, EMT training, Welding instruction, Confined Space awareness, Mobile Equipment Training, custom Lockout-Tagout/Risk Assessment programs for manufacturers, Skilled Trades Assessment Development, and specialized BLS/CPR courses designed for local educators.

Business Consultative Services (BCS) holds significant importance for our Customized Training Staff, and we have made it a point to document and enter this information in the HEI Data System. We've already seized numerous opportunities to provide consultative services to local businesses, and we are eager to further cultivate these partnerships. By documenting and monitoring our BCS activities, we aim to enhance our support for businesses in the region and ensure the delivery of tailored solutions that meet their evolving needs.

Attachment C

Regional Needs

The primary focus of many local businesses and industries is to secure dependable, skilled employees whom they can train and enhance as necessary. In our region, there is a notable emphasis on customized classes designed to upskill employees in Industrial Maintenance and electrical fields. Additionally, we are committed to providing essential OSHA training tailored to the specific requirements of area manufacturers. In the past year we have seen an increase in Robotics training needs. Vantage Career Center was fortunate to acquire Fanuc Robotic equipment through the Super Rapids Grant to enhance our Robotics training which has been requested by local businesses..

For comprehensive regional needs data, we refer to information sourced from the Ohio Means Job website. This data serves as a valuable resource for understanding the current landscape and aligning our training offerings with the evolving demands of the local job market.

Ohio's Top Jobs List

Electricians - 54 Jobs within a 50 mile radius of Van Wert, OH

Top Jobs

[Click Bars to view Job Summary](#)

[Learn about what makes a top job](#)

[Download PDF](#)

Title	Median Salary					Growth					Employment			Openings			
	\$0K	\$20K	\$40K	\$60K	0	50	100	150	200	2500K	10K	20K	30K	0	1,000	2,000	3,000
Electricians				\$60K					216				25,572				2,947

Truck Drivers - 533 jobs within a 50 mile radius of Van Wert, OH

Top Jobs

[Click Bars to view Job Summary](#)

[Learn about what makes a top job](#)

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Title	Median Salary				Growth					Employment					Openings				
	\$0K	\$20K	\$40K	\$60K	0	100	200	300	400	500	0K	20K	40K	60K	80K	100K	0	4,000	8,000
Heavy and Tractor-Trailer Truck Drivers				\$50K						480						78,801			9,311

EMT - 21 jobs found in 100 mile radius of Van Wert, OH

Top Jobs

[Click Bars to view Job Summary](#)

[Learn about what makes a top job](#)

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Title	Median Salary					Growth					Employment					Openings				
	\$0K	\$10K	\$20K	\$30K	\$40K	0	5	10	15	20	0K	2K	4K	6K	8K	10K	0	200	400	600
Emergency Medical Technicians and Paramedics					\$39K					21						8,774				597

Welding - 78 jobs found in a 75 mile radius of Van Wert, OH

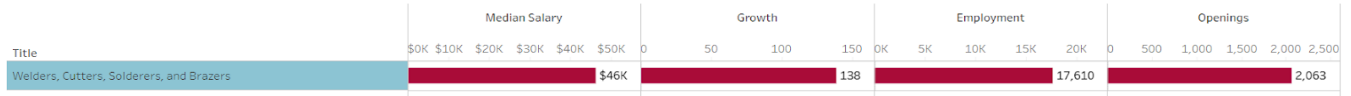
Attachment C

Top Jobs

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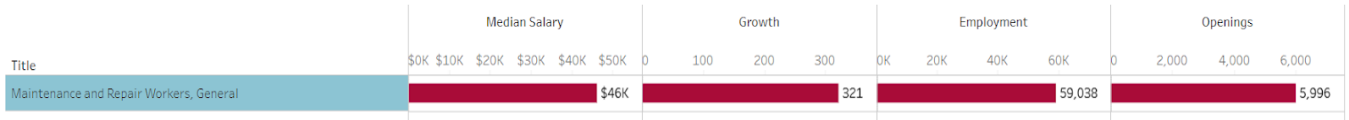
Maintenance & Repair Technician 313 jobs found in a 50 mile radius of Van Wert, OH

Top Jobs

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Moving forward we have no way of knowing what requests we will receive. The graphs above are based upon the classes we have customized over the past year.

Budget

Budget Item	CTX Funds	Match Funds	Narrative
Salaries	\$25,444.95	\$25,444.92	Salaries for Staff – Please see list below
Benefits	\$2000	\$2000	Benefits for Staff – Please see list below
Purchased Services			Marketing, Internet/cell phone for coordinators, membership fees, training costs for staff
Supplies			Copies, equipment needs, software, textbooks etc.
Total	\$27,444.92	\$27,444.92	

Name	Title/Position	CTX Responsibilities	Allocation of Salary & Benefits
Angie Fahy	Director	Meet with Prospective Clients, Marketing, Reporting, RFP creation and submission, purchase/obtain quotes on equipment. Work with the HS staff to coordinate classroom/lab space. Assist all CTX staff as needed.	15%
Kendra Sentelik	Office Coordinator	Data Entry in HEI, prepare certificates of completion, prepare and mail invoices, process payments, assist coordinator and instructors as needed. Assist in ordering supplies/books as needed.	10%
Maria Diltz	Enrollment Coordinator	Assist in Enrollment Process, Arranging Meetings with Prospective Clients, Marketing	10%
Add'l Cust Training Instructor Salaries			100%

The list above may not be all inclusive based upon the training requests we receive in the future. These Individuals are the heart and soul of the Customized Training Program at Vantage Career Center and are Most likely to be required to teach in the coming year.

Attachment C

Marketing Plan

Vantage Career Center will utilize various marketing tools to promote Customized Training Opportunities including but not limited to:

- Social Media Platforms
 - Facebook - <https://www.facebook.com/vantagecc/>
 - Twitter
- Email to current students
- Radio - <https://woofboom.com/>
- Community Engagement
 - County Fairs, Parades, Festivals
 - Area Chamber of Commerce
 - <https://www.vanwertchamber.com/>
 - <https://pauldingchamber.com/>
 - <https://www.delphoschamber.com/>
 - Local Economic Development Agencies
 - <https://vanwerted.com/>
 - <https://pced.net/>
 - <https://mercercountyconnect.com/>
 - <https://putnamcountyohio.gov/economic-development/>
 - <http://www.auglaize.us/>
 - Face to face meetings with business & Industry
- Postcards - mailings to local businesses/industry, current and former students
- Flyers - dropped off at local businesses, chambers, available in classrooms and labs and in the adult education office.
- Presentations
- Website Promotions
 - <https://www.vantagecareercenter.com/CustomTrainBusilnd.aspx>
 - <https://youtu.be/ZQSoWEsuOKg?list=TLGGjZxtHov21cExNTA4MjAyMw>
- Adult Education Course Brochure
 - <https://www.vantagecareercenter.com/MenuItem/2021%202022%20course%20brochure.pdf>

Attachment C

- **Those who lead the charge with Marketing at Vantage Career Center:**
 - Miriam Owens – Communications Coordinator
 - Maria Diltz – Enrollment Coordinator
 - Angie Fahy – Director, Adult Education
 - Marty Katterheinrich – Customized Training Coordinator
 - Hartzel Bryant – CDL Program Coordinator
 - Fire & EMT Program Coordinator
 - ALL OTC staff play a part in marketing our programs

Attachment D

FY2025 CTX Supplemental Proposal

Institution Name	Vantage Career Center
Mailing Address	818 N Franklin Street Van Wert OH 45891
Physical Address of Adult Education Facility	818 N Franklin Street Van Wert OH 45891

Superintendent	Rick Turner
Email Address	turner.r@vantagecareercenter.com
Phone Number	419-238-5411

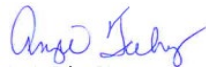
CTX Program Primary Contact Person	Angie Fahy
Title	Director, Adult Education
Email Address	fahy.a@vantagecareercenter.com
Phone Number	419-238-5411

Project Director	Angie Fahy
Title	Director, Adult Education
Email Address	fahy.a@vantagecareercenter.com
Phone Number	419-238-5411

Legal Contact (Person who has authority to sign award agreement)	Rick Turner
Title	Superintendent
Email Address	turner.r@vantagecareercenter.com
Phone Number	419-238-5411

This program provides services until June 30, 2025.

Program Snapshot:	
Anticipated targeted industry sector(s):	Manufacturing
Counties served:	Van Wert, Paulding, Putnam, Mercer

Certification by Authorized Official:	
To the best of my knowledge and belief, the information contained in this application is true and correct. The document has been duly authorized to comply with the required assurances.	
Name:	Angie Fahy
Title:	Director, Adult Education
Signature:	
Date:	12/2/2024

Attachment D

CTX Goals and Budget

Goal	Ohio Department of Higher Education CTX Funds	Institutional Matching Funds	Total	Explanation of any purchases
Salaries	\$20,000.00	\$20,000.00	\$40,000.00	
Benefits	\$7,444.92	\$7,444.92	\$14,889.84	
Purchased Services	\$0.00	\$0.00	\$0.00	
Supplies	\$0.00	\$0.00	\$0.00	
	\$0.00	\$0.00	\$0.00	
	\$0.00	\$0.00	\$0.00	
TOTAL	\$27,444.92	\$27,444.92	\$54,889.84	

Describe institutional matching funds reflected above:

Goal	Activities related to <u>matching</u> funds
Continue providing customized training to area businesses.	We have partnerships with several area businesses and will continue to provide customized training to their employees. We attend local community Business Advisory Council Meetings, Chamber of Commerce Meeting and events, and utilize various forms of marketing. We plan to continue this route as it has been very successful for us.
Implement Business Consultative Services	Business Consultative Services (BCS) is a high priority for the Customized Training Staff. We truly do this on a daily basis, but we did not make the connection between our day to day activities and tracking what we do as BCS. Tracking these services will be a high priority for the customized training staff moving forward. We have already had several opportunities to provide local businesses consultative services and look forward to building on these partnerships.
Provide Training to our Staff	The supplemental award will guarantee additional training for our staff. We have already discussed which classes would be most beneficial to our staff and students.
Purchase additional Equipment	These funds will allow us to purchase much needed mobile training equipment we can transport to our local partners for on-site training needs.

Attachment D

CTX Goals and Activities

Goal	Description of activities (Anticipated or already planned):
Continue providing customized training to area businesses.	We have partnerships with several area businesses and will continue to provide customized training to their employees. We attend local community Business Advisory Council Meetings, Chamber of Commerce Meeting and events, and utilize various forms of marketing. We plan to continue this route as it has been very successful for us.
Implement Business Consultative Services	Business Consultative Services (BCS) is a high priority for the Customized Training Staff. We truly do this on a daily basis, but we did not make the connection between our day to day activities and tracking what we do as BCS. Tracking these services will be a high priority for the customized training staff moving forward. We have already had several opportunities to provide local businesses consultative services and look forward to building on these partnerships.
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