

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD**  
**REGULAR MEETING**  
**THURSDAY, SEPTEMBER 24, 2020**  
**8:00 AM**

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Via Microsoft Teams  
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- I. CALL TO ORDER**
  
  - II. INTRODUCTION**
    - a. Welcome: WDB members, WDB staff, and guests.
    - b. Introduction: New WDB member, Pattie Dempsey, Opportunities for Ohioans with Disabilities
      - i. Tammy Kaser will take WDB members roll call to record attendance.
        - 1. All non-members attending the meeting are asked to email [Tammy.Kaser@workforcearea2.org](mailto:Tammy.Kaser@workforcearea2.org) to be recorded in the minutes as present
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- III. APPROVE MINUTES OF PREVIOUS MEETING**
  - a. Discussion of minutes from the 5/27/20 WDB Regular meeting (**attachment 1**)
    - i. Motion to approve the WDB's 5/27/20 meeting minutes
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- IV. REPORTS**
  - a. Executive Committee Report
    - i. Summary of the 6/24/20 and 8/12/20 meetings (Bissell)
  
  - b. Finance Committee Report
    - i. Summary of the 9/17/20 meeting (Derrig)
      - 1. Fiscal Reports (Montgomery or Jalbert)
        - a. Financial status and budgeted expenditures
          - i. Area 2 Financials as of 8/31/20 (**attachment 2**)
          - ii. SFY 2020 Operating budget: Program & Administrative expenditures through June 30, with updates through 8/31/20 (**attachment 3**)
          - iii. SFY 2021 Program & Administrative Budget Expenditures as of 8/31/20 (**attachment 4**)
  
  - c. One-Stop Operations Committee Report (Pritchett)
    - i. No meetings since the 5/27/2020 WDB meeting. Next meeting scheduled for 10/19/20.
  
  - d. Performance Committee Report
    - i. Summary of the 8/3/2020 and 9/21/2020 meetings (Heid)
      - 1. Performance Reports (Glaubman)
        - a. State Performance Reports
          - i. SFY 2020/PY 2019 State of Ohio UNADJUSTED Q4 WIOA Performance Report (**attachment 5**)
        - b. Local Area Performance Reports
          - i. Career Services performance data for Medina & Summit SFY 2020 (**attachment 6 a & b**)

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- ii. SFY 2020 Area On-The-Job Training (OJT) Contracts Report  
*(attachment 7)*
  - iii. SFY 2020 Area Individual Training Accounts (ITA) Report  
*(attachment 8)*
  - iv. Career Services performance data for Medina & Summit SFY 2021  
*(attachment 9 a & b)*
2. Policy updates (Glaubman)
3. Federal Fiscal Year Workforce Innovation & Opportunity Act (WIOA) Career Services Contract award (October 1, 2020 to September 30, 2021) (Bissell)
  - a. Motion to recommend to the SAMWA COG Board a second and final renewal agreement with United Labor Agency (ULA) for an amount not to exceed \$480,645.00 in Medina and \$1,294,315.00 in Summit for a grand total of \$1,774,960.00 to provide services to adults, dislocated workers and business through both OhioMeansJobs centers.

**V. UNFINISHED BUSINESS**

- a. Reminder: WDB member vacancy/Summit County appointment
- b. Status: ODJFS Program Year 2018 (7/1/18 to 6/30/19) Comprehensive WIOA Monitoring (Glaubman)
- c. Update: Service delivery procedures during COVID-19 closures, plans for reopening OMJ centers
- d. Status: ODJFS funding issued April 15, 2020 for Improvements of Customer Experience at the OhioMeansJobs Center (\$110,595.00) (Kaser)

**VI. NEW BUSINESS**

- a. WDB member vacancy/Medina County appointment, due to retirement of Nellie Rodman
- b. ODJFS commenced the WIOA two-year Performance Negotiations with all Ohio Local Workforce Area Boards for PY 2020 & 2021 (Glaubman) *(attachment 10)*
- c. Auditor of State commenced their Financial Audit of Area 2 for the year ending December 31, 2019 *(attachment 11)*
- d. Area 2 entered into a contract in August with EYEMG for website redesign services in an amount not to exceed \$30,000.00 (Glaubman)
- e. Area 2 entered into a contract in August with Premier Virtual for access to virtual recruitment software in an amount not to exceed \$13,500.00
- f. Area 2 is the recipient of a State grant from ODJFS for Workforce Development Business Services Resources in the amount of \$300,000.00 *(attachment 12)*
- g. Area 2 is the recipient of U.S. Dept. of Labor National Dislocated Worker Grant to assist in recovery efforts due to COVID-19 from ODJFS awarding \$757,849.00 *(attachment 13)*
- h. ODJFS is the recipient of the U.S. Dept. of Labor *Pathways Home Grant* and estimate it will contribute \$48,000.00 over four years to the Summit County OMJ Partner MOU budget *(attachment 14)*
- i. Area 2 has partnered with GoogleIT and Coursera (an online learning platform) to take part in their Workforce Recovery Initiative for unemployed/underemployed (Glaubman)

**VII. GOOD OF THE ORDER/ANNOUNCEMENTS**

- a. SAMWA COG Board held its second meeting of 2020 via Zoom on 6/25/20, passing seven Resolutions, posted on the [Summitomj.org website](http://Summitomj.org)
- b. September 2020 has been declared by Congress as "National Workforce Development Month"

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- c. Ohio's August 2020 Unemployment Rates (*attachment 15*)
- d. Letters of Support/MOU from the Workforce Board/Area 2 for the following organizations:
  - i. June 26, 2020: The Ridge Project for support of their proposal to the U.S. Department of Health & Human Services (HHS), Office of Family Assistance, for funding the *Family, Relationship & Marriage Education Works* grant (FRAMEWorks) requiring participants to participate in WIOA Career Services programs
  - ii. September 1, 2020: Akron Metropolitan Housing Authority (AMHA) for their application to the U.S. Department of Housing and Urban Development (HUD), for funding through the *Choice Neighborhoods* grant to support a comprehensive transformation plan for the Summit Lake neighborhood, with the commitment for Area 2 WDB Staff to participate on the required Task Force if funded.
  - iii. September 15, 2020: Stark State College for their proposal to the U.S. Department of Labor (DOL) to be considered for funding through the *Strengthening Community Colleges* grant with a requirement to collaborate with employers and the local public workforce system to meet demands for a skilled workforce with this proposal focusing six in-demand careers.
- e. WDB/COG Staff moved offices to Suite 209 on August 6, 2020 with the COG Board entered into a lease with Summit County to recover the cost of tenant improvements (carpet)
- f. WDB Roster as of 9/1/2020 look for an email from Kaser
- g. Next WDB meeting to be held 11/19/20, 8:00 AM, virtual

**VIII. ADJOURNMENT**

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