

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD**  
**REGULAR MEETING**  
**THURSDAY, NOVEMBER 21, 2019**  
**8:00 AM**

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Cleveland Clinic Akron General Wellness Center  
4125 Medina Road Akron, Ohio 44333

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- I. CALL TO ORDER**
- II. INTRODUCTION**
  - a. Welcome: WDB members, WDB staff, and guests
- III. APPROVE MINUTES OF PREVIOUS MEETING**
  - a. Discussion of minutes from the 9/26/19 WDB Regular meeting (*attachment 1*)
    - i. Motion to approve the WDB's 9/26/19 meeting minutes
- IV. REPORTS**
  - a. Executive Committee Report
    - i. Summary of the 11/6/19 meeting (Heid for Bissell)
  - b. Finance Committee Report
    - i. Summary of the 11/13/19 meeting (Derrig)
      - 1. Fiscal Reports (Montgomery)
        - a. Financial status and budgeted expenditures
          - i. SFY 2020 Area2 Financials as of 9/30/19 (*attachment 2*)
          - ii. SFY 2020 Operating budget: Program & Administrative expenditures as of 9/30/19 (*attachments 3*)
          - iii. Discussion of the annual Area 2 Workforce Budget Appropriation, totaling \$6,165,000 for CY 2020 and the recommendation for COG approval
            - 1. Motion to recommend to the SAMWA COG Board to adopt Calendar Year 2020 Area 2 Workforce Budget Appropriations utilizing available Workforce Innovation and Opportunity Act (WIOA) funds in a total amount of \$6,165,000 which is to be allocated as \$1,050,000 for Medina County workforce programs, \$3,750,000 for Summit County workforce programs and \$1,365,000 for Area 2 Administration. (Bissell)
  - c. One-Stop Operations Committee Report
    - i. Summary of the 11/4/19 meeting (Pritchett)
      - 1. Request for Proposal for the OhioMeansJobs |Summit County Operator contract
  - d. Performance Committee Report
    - i. Summary of the 10/28/19 meeting (Heid)
      - 1. Area Performance Reports (Fry-Glaubman)
        - a. Local (ULA) Career Services performance data for Medina & Summit (*attachments 4a-4d*)
        - b. New Report: Customer Satisfaction of the Orientation presentations at OhioMeansJobs Medina & Summit centers (*attachments 5*)
        - c. Individual Training Accounts Report SFY 2019 (*attachment 6*)

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**V. UNFINISHED BUSINESS**

- a. Reception of the Ohio Department of Job & Family Services' (ODJFS) Final Monitoring Summary Reports:
  - i. PY 17 WIOA Fiscal Monitoring: *(attachment 7)*
  - ii. PY 17 & Q1 PY 18 WIOA Comprehensive (i.e. "program") Monitoring:
    1. In Summit County, review of WIOA Adult/Dislocated Worker "Career Services" *(attachment 8a)*
    2. In Medina County, review of WIOA Youth services *(attachment 8b)*
- b. The Auditor of the State of Ohio (AOS) completed certification of the SAMWA COG's Fiscal Year End Date 12/31/2018 Single Audit *(attachment 9a)*
  - i. One resulting action from the AOS audit: Ohio Department of Job and Family Services (ODJFS) issued official letter accepting the AOS Audit *(attachment 9b)*
- c. WDB member Robert DeJournett vacancy: Maria Miller, System Director, Talent Acquisition, Summa Health
- d. OhioMeansJobs SFY 2020 & 2021 Partner MOU executed by ODJFS on 10/04/19 *(attachment 10)*

**VI. NEW BUSINESS**

- a. 2<sup>nd</sup> WDB member vacancy: Sharlonda Harvey resignation
- b. 2020 WDB Regular and Committee Meeting Schedule *(attachment 11)*
- c. Memorandum of Understanding (MOU) with the Barberton Public Library
- d. SAMWA COG Board held its fourth meeting 9/26/19, passing five Resolutions, all posted on the Summitomj.org website

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

- a. Civilian Labor Rates data *(attachment 12)*
- b. WDB Roster as of 11/19/19 *(attachment 13)*
- c. Next SAMWA COG Board meeting to be held 12/9/19, 8:00 AM, Cleveland Clinic Akron General Wellness Center
- d. Next WDB meeting to be held 1/30/20, 8:00 AM, Summa Health Medina Medical Center

**VIII. ADJOURNMENT**