

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
REGULAR MEETING AGENDA
OF
NOVEMBER 28, 2018
8:00 AM

SummaHealth Medina Medical Center
3780 Medina Road
Medina, OH 44256

I. WELCOME

- A. Introduction of members, staff, and guests (*Jeff Bissell, WDB Chair*)

II. APPROVAL OF MINUTES

- A. Motion to approve the 9/26/2018 WDB meeting minutes (*attachment 1*) (*WDB Chair*)

III. REPORTS

- A. Executive Committee Report (*WDB Chair*)

- i. No meetings to report

- B. Finance Committee & Fiscal Agent Report (*Mark Derrig, Finance Committee Chair*)

- i. Summary of 11/7/2018 Finance Committee Meeting (*WDB Chair*)

- ii. Fiscal Agents Report (*Summit Co. Dept. of Finance and Budget, SC Dept. Job & Family Services*)

1. Reports as of 9/30/2018

- a. Area Financials (*attachments 2a & 2b*)
b. 2018-2019 Operating Budget (*attachment 2c*)
 - YTD Program Budget Expenditures (*attachment 2d*)
 - YTD Administration Budget Expenditures (*attachment 2e*)

- iii. Motion to recommend to the COG Board a Resolution to establish Calendar Year (CY) 2019 Appropriations to support Administrative & Program Budgets (*attachment 3*)

- iv. Notice: The Auditor of the State of Ohio (AOS) completed certification of the SAMWA COG's Fiscal Year End Date 12/31/2017 Single Audit (*attachment 4a*)

1. Two resulting actions from the AOS audit:

- a. Summit County Internal Audit Department required response to the AOS Management letter (*attachment 4b*)
b. Ohio Department of Job and Family Services (ODJFS) issued an official letter accepting the AOS Audit (*attachment 4c*)

- C. Performance Committee Report (*Jessica Heid, Performance Committee Chair*)

- i. Summary of 10/29/2018 Performance Committee Meeting

- ii. Performance Reports (*Grace Fry, Policy, Procurement & Performance Administrator*)

1. ODJFS final report PY 2017 Annual Performance Data (*attachment 5a*)
 - a. Comparison report of PY 2015, PY 2016 and PY 2017 (*attachment 5b*)
2. Monthly Performance Reports (*attachment 5c*)

- a. Draft of revised report template *(attachment 5d)*
3. Update: Area 2's negotiated Performance Measures accepted by the ODJFS *(attachments 6a & 6b)*

D. One-Stop Committee Report (*Joan Pritchett, One-Stop Committee Chair*)

- i. Summary of the 10/22/2018 and 11/26/2018 One-Stop Committee Meetings

IV. OLD/UNFINISHED BUSINESS

- A. Update: The Area 2 WDB WIOA Two Year Certification was submitted and accepted by ODJFS effective 11/19/2018 *(attachment 7)*
- B. Update: Memorandum of Understanding (MOU) with the Medina County District Library established and executed on 10/15/2018
- C. Update: Transition of the OhioMeansJobs Medina County center under the contract with United Labor Agency (ULA)

V. NEW BUSINESS

- A. SAMWA COG Business
 - i. Anticipated Legislative Items for 11/28/2018
- B. Notice: Amendment to the Summit County WIOA and TANF Comprehensive Case Management Employment Program (CCMEP) SFY 2019 Joint Agreement with Project Learn of Summit County
- C. Notice: ODJFS PY 17 & 18 WIOA Fiscal Monitoring review to commence 1/7/19 *(attachment 8)*

VI. GOOD OF THE ORDER & ANNOUNCEMENTS

- A. October 2018 Unemployment Rates *(attachment 9)*
- B. ODJFS launches a new website and mobile apps for Ohio Employment Projection and Job Outlooks *(attachments 10a & 10b)*
- C. WDB and Committee Roster as of 11/28/2018 *(attachment 11)*
- D. Recognition of Commissioner Adam Friedrich for eight years of service to Workforce Area 2

VII. ADJOURNMENT

Please Note:

A meeting of the SAMWA COG Board will start immediately following adjournment of the WDB meeting. WDB member attendance is welcomed, but not required.

Have a wonderful holiday season – see you in 2019!