

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
REGULAR MEETING AGENDA
OF
SEPTEMBER 26, 2018
8:00 AM

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

PRESENTATION

Michelle Collins, Vice President, ConxusNEO

I. WELCOME

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

II. APPROVAL OF MINUTES

- A. Motion to approve the 6/27/2018 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. Announcement of the WDB Chair's appointment of Mark Derrig as Finance Committee Chair

- ii. Summary of 9/13/2018 Finance Committee Meeting (*WDB Chair*)

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

1. Reports as of 8/31/2018

- a. Area Financials (*attachment 2a*)

- b. YTD Expenditures:

- Workforce Innovation & Opportunity Act (WIOA) Program Budget (*attachment 2b*)
- WIOA Administration Budget (*attachment 2c*)

- iv. Motion to recommend to the SAMWA COG Board the reallocation of \$8,060.78 total balance of Year 2 WIOA Administration Funds to Year 1 WIOA Program Funds prior to the Year 2 liquidation date of 9/30/2018.

- v. Motion to recommend the appropriation of a total of \$300,000.00 in State Fiscal Year (SFY) 2019 WIOA and Administration Program funds to the Calendar Year (CY) 2018 budget period beginning 7/1/2018 and ending 12/31/2018:

1. \$100,000.00 to Summit County WIOA Youth Program line item for Purchased Services
2. \$100,000.00 to SAMWA COG WIOA Administration line item for Contract Services
3. \$100,000.00 to SAMWA COG WIOA Administration line item for Operations

- a. Notice: The Auditor of the State of Ohio completed the financial audit for the Fiscal Year ended 12/31/2017. An exit conference is scheduled for 10/02/2018 at 2:00 pm.

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

- i. Announcement of the WDB Chair's appointment of Jessica Heid as Performance Committee Chair

- ii. Summary of 7/30/2018, 8/31/2018 and 9/24/2018 Performance Committee Meetings

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C. Performance Committee Report *(continued)*

- iii. Motion to recommend to the SAMWA COG a Federal Fiscal Year (FFY) 2019 (effective 10/1/2018 to 9/30/2019) contract for Medina and Summit County WIOA Career Services for Adults and Dislocated Workers (A&DW) and Medina County One-Stop Operator services to the United Labor Agency (ULA), with funding awarded as follows:
 1. Summit County Career Services – award not to exceed \$1,072,132 in WIOA A&DW Funds
 2. Medina County Career Services – award not to exceed \$396,023 in WIOA A&DW Funds
 3. Medina County One-Stop Operator – award not to exceed \$25,000 in Memorandum of Understand (MOU) Partner contributions
 - a. First transition meeting with ULA held 9/17/2018 for the delivery of Medina County WIOA Career Services
- iv. Performance Reports
 1. Performance Reports *(attachment 3)*
- v. Presentation of the findings report from the WIOA Program and Fiscal Monitoring review of Program Year (PY) 2017 contract client files, per the requirement under WIOA that the WDB is responsible for regular oversight of A&DW, Youth Services/Programs *(Sharon Parry, Real WorkForce Solutions)*

IV. OLD/UNFINISHED BUSINESS

- A. Update: Status of Area 2 Policy development *(Grace Fry, Policy, Procurement & Performance Admin.)*
- B. Notice of the reception of Ohio Dept. of Job & Family Services (ODJFS) on final PY 2016 Monitoring Summaries:
 - i. Area Wide – PY 2016 WIOA/CCMEP fiscal monitoring *(attachment 4a)*
 - ii. Summit County only - PY 2016 WIOA Youth program monitoring *(attachment 4b)*

V. NEW BUSINESS

- A. SAMWA COG Business
 - i. Anticipated Legislative Items for 9/26/2018 *(attachment 5)*
- B. OhioMeansJobs System Recertification Phase 2 will begin Fall 2018 for completion by 6/30/2019 *(attachment 6)*
- C. Notice of Summit and Medina County's designation as Local Workforce Area 2 by the State of Ohio on 8/1/2018, for the period of 2 years *(attachment 7)*
- D. Notice on the commencement of the ODJFS WDB recertification process which must be completed no later than 11/30/2018 *(attachment 8)*
- E. Notice sent by ODJFS on 8/31/2018 regarding the commencement of Area 2 Performance Negotiations for PYs 2018 and 2019 *(attachment 9)*
- F. Notice on ODJFS' Area-wide Program Monitoring of PY 2017 WIOA A&DW and Youth programs

VI. GOOD OF THE ORDER & ANNOUNCEMENTS

- A. Committee Roster *(attachment 10)*
- B. WDB Roster will be e-mailed to WDB members following this meeting

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.