

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
REGULAR MEETING AGENDA
OF
OCTOBER 13, 2017
8:00 AM

SummaHealth Medina Medical Center
3780 Medina Road
Medina, Ohio 44256

I. WELCOME

- A. Introduction of members, staff, and guests (*Tony Esposito, Chair*)

II. APPROVAL OF MINUTES

- A. Motion to approve the 8/9/2017 WDB meeting minutes (*attachment 1*) (*Chair*)

III. REPORTS

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

- i. No meetings in September or October 2017

- B. **Finance Committee & Fiscal Agent Report** (*Jeff Bissell, Finance Committee Chair*)

- i. Summary of 10/3/2017 Finance Committee meeting:

1. Approval of August meeting minutes
2. Reviewed:
 - a. Final 2016-17 Contract Spending (*attachment 2a*)
 - b. 2016-17 Financial Reports as of 8/31/2017
 - c. 2017-18 Contracts (*attachment 2b*)
3. Received notice on:
 - a. The SAMWA COG's adoption of a Subgrant Agreement with the Ohio Dept. of Job & Family Services (ODJFS) to receive an \$849,016.00 award of U.S. Dept. of Labor (DOL) Workforce Innovation Fund (WIF) grant
 - b. Status of ODJFS' Fiscal Monitoring Review of the WIOA PY 2016 Comprehensive Case Management Employment Program (CCMEP)

- ii. Fiscal Agent Report (*Terri Burns, CFO, County of Summit Dept. of Job & Family Services [CSDJFS]*)

1. 2016-17 Financials as of 8/31/2017 (*attachment 2c*)
2. PY 2017 & PY 2018 WIOA Budget Distribution (*attachment 2d*)
3. 2017-18 Area 2 Available Funding (*attachment 2e*)

- C. **Performance Committee Report** (*Robert DeJournett, Performance Committee Chair*)

- i. No Meetings in September or October
- ii. Area 2 Performance & OhioMeansJobs (OMJ) Center Reports
 1. WIOA Career Services
 - a. Medina County – Education Data Systems, Inc. (*attachment 3a*)
 - b. Summit County – United Labor Agency (*attachment 3b*)
 2. Foot Traffic Report
 - a. OMJ Medina County (OMJMC) center (*attachment 4a*)
 - b. OMJ Summit County County (OMJSC) center (*attachment 4b*)

IV. OLD/UNFINISHED BUSINESS

- A. **Area 2 Governance Structure** (*Christine Marshall, Executive Director, SAMWA COG*)
- i. At its 8/10/2017 meeting, the SAMWA COG approved the Resolutions 2017-27 thru 32 (download at www.summitomj.org/ohioworkforcearea2/samwa-cog/):
 - 2017-27 Appointment of Ms. Marquita Mitchell to the WDB
 - 2017-28 Execution of a Subgrant Agreement w/ODJFS for SFY 2018 & 19 allocations
 - 2017-29 Accepting assignment of Summit County WIOA CCMEP Youth SFY18 Contracts
 - 2017-30 Awarding CSDJFS a One-Stop Operator (OSO) contract to operate OMJSC
 - 2017-31 Awarding The WorkPlace a OSO contract to operate OMJMC
 - 2017-32 Authorizing WIOA Administration & Program Carryover Transfers
 - ii. At its 10/2/2017 meeting, the SAMWA COG approved the Resolutions 2017-33 & 34:
 - 2017-33 Execution of a Subgrant Agreement with ODJFS to receive DOL WIF grants
 - 2017-34 Authorizing a Subrecipient Agreement with CSDJFS to provide Wage Pathway services funded through a DOL WIF grant for the period of 8/21/2017 to 6/30/2019
- B. **One-Stop Centers Memorandum of Understanding (MOU) update** (*Marshall*)
- i. Report on MOU Partner Training Seminar, presented by Sharon Parry, Workforce Consultant, held 9/13/2017 and attended by the majority of Partners (*Parry's PowerPoint to be emailed*)
 - ii. Status of OMJMC's move to its new location on Medina Square
 - iii. OSO Contracts sent to CSDJFS & The WorkPlace; Workplace fully executed
- C. Report on 9/19/2017 meeting of Workforce Development Board Chairs with the Office of Workforce Transformation (*Chair*) [\(attachment 5\)](#)
- D. **Northeast Ohio Workforce Region (NOW)** (*Marshall*)
- i. Board Directors met 8/31/17 to divvy up implementation of the 12 strategies [\(attachment 6\)](#)
 - ii. Summit County Executive Shapiro's 9/29/17 press release [\(attachment 7\)](#)

V. NEW BUSINESS

- A. **WIF Grant for Wage Pathways Pilot Program** (*Marshall*)
- i. The DOL's award of a WIF grant to ODJFS. Area 2 shall receive \$849,016.00 of this WIF grant to pilot a Wage Pathways program in Summit County during the period of 8/21/2017 to 6/30/2019. The Wage Pathways Program will also be piloted in Cuyahoga, Ashtabula and Ottawa Counties [\(attachment 8\)](#)
- B. Future Library System MOU (*Marshall*)

VI. GOOD OF THE ORDER & ANNOUNCEMENTS

- A. WDB member, Dr. Daryl Revoldt resignation due to retirement from Stark State
- B. Christine Marshall elected to the Ohio Workforce Association's Board as the Trustee At-Large
- C. SAVE THE DATE – 11/8/17 Apprenticeship in Ohio for employers – ODJFS presentation
- D. Review of WDB Roster for accuracy [\(attachment 9\)](#)
- E. No WDB meeting in November – remove from calendar

VII. MEETING ADJOURNMENT