

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
MEETING AGENDA
of
May 24, 2017
8:00 a.m.

SummaHealth Medina Medical Center
3780 Medina Rd
Medina, OH 44256

I. WELCOME

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

II. APPROVAL OF MINUTES

- A. **Motion** to approve the 3/22/2017 WDB meeting minutes (*attachment 1*) (*Chair*)

III. REPORTS

- A. Executive Committee Report (*Chair*)

- i. Meeting held 5/3/2017

1. Summary of 5/3/2017 meeting:

- a. First meeting to include Chairs of all WDB committees as stipulated under WDB Bylaws
- b. Continued discussion on WDB member Committee engagement
- c. In lieu of a finance meeting, approved an invoice for the reimbursement of Fiscal Agent service
- d. Reviewed Summit WDB appointments' attendance at Regular meetings to recommend reappointment to the WDB by the COG for terms 7/1/2017 - 6/30/2019
- e. Reviewed purpose of the Memorandum of Understanding (MOU) with Area 2 One-Stop Partners – resulted in a Motion for staff to initiate MOU negotiations on behalf of WDB
 - i. MOU assistance provided by Sharon Parry, ODJFS consultant
- f. Reviewed purpose of a Procurement of OhioMeansJobs Centers (OMJCs) One-Stop Operators (OSOs) under WIOA; discussion of RFP Timeline – resulted in a Motion for staff to initiate RFP process on behalf of the WDB

- B. Finance Committee & WIOA Fiscal Agent Report (*Chair*)

- i. 4/27/2017 and 5/22/2017 meetings cancelled (*reason invoice was approved at 5/3/17 Exec. Comm.*)
- ii. WIOA Fiscal Agent Report (*Terri Burns, CFO, CSDJFS*)
 1. Area 2 Financials as of 4/30/2016 by Area and County (*attachment 2a*)
 - a. *For reference only:* Area 2 Fiscals as of 3/31/2017 by Area and County (*attachment 2b*)

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

- i. Meeting held on 5/12/2017

1. Summary of 5/12/2017 meeting:

- a. Reviewed WIOA Career Services SFY 2017 Q3 & YTD data for Education Data Systems, Inc. (EDSI), Medina, and United Labor Agency (ULA), Summit (*attachment 3*)
 - i. EDSI & ULA came to the meeting for Q & A with the Committee to assist in the contract renewal decisions/recommendations for SFY 2018
 - ii. Committee charged COG staff to invite EDSI & ULA to present brief report cards on how they think they are doing and plans for improvement to the full WDB 5/24/17 meeting
 - ii. Committee recommendation to the full WDB to vote on entering into new contracts for period of 7/1/2017 thru 9/30/2018 (15 months) for providers of WIOA Career Services for Adult and Dislocated Workers operating at respective OMJCs

(See Reference Item 1)

- a. Motion Recommend Service Providers for WIOA Career Services Contracts
 - i. EDSI at OMJ Medina County (Chair motion)
 - ii. ULA at OMJ Summit County (Chair motion)

IV. OLD/UNFINISHED BUSINESS

- A. WIOA Compliance Update: Area 2 Governance Structure (*Deborah Matz, Law Director, County of Summit*)
 - i. At 5/11/2017 meeting, the SAMWA COG approved the following Resolutions (available for download at www.summitomj.org/ohioworkforcearea2/samwa-cog/):
 - **2017-12** – Approval of amendments to the SAMWA COG Personnel Policies and Procedures
 - **2017-13** – Approval to “pick up” statutorily required SAMWA COG employee contributions to the Ohio Public Employees Retirement System (OPERS)
 - **2017-14** – Adoption of a Plan to offer SAMWA COG employees Ohio Public Employees Deferred Compensation, if SAMWA COG employees choose to participate
 - **2017-15** – Authorization to amend the COG’s Organizational Documents after outside legal review
- B. Regional Planning update
 - i. The Northeast Ohio Workforce (NOW) Regional and Local plans were submitted to Ohio Department of Job and Family Services (ODJFS) on 4/21/2017 (**attachment 4**)
- C. One-Stop Centers Memorandum of Understanding (MOU) update
 - i. Following a discussion with ODJFS’ Office of Workforce Development (OWD), Area 2 issued a revised plan regarding the negotiation of the MOU to all One-Stop Partners (**attachment 5**)
- D. Notice: on the results of ODJFS’ Comprehensive Review of Area 2 WIOA Programs (**attachment 6**)
 - i. Review began and report made to WDB 9/14/2017

V. NEW BUSINESS

- A. Discussion of ODJFS mandated WDB approval, via Resolution, of CCMEP for an additional two (2) years
 - i. Motion to adopt **Summit/Medina WDB Resolution #2017-01** (*roll call vote*)
- B. Notice: ODJFS Review of Area 2 Fiscals begins June 2017 (*Burns*)

VI. GOOD OF THE ORDER & ANNOUNCEMENTS

- A. Invitation to attend presentation given by Rochelle Daniels, General Counsel for CareerSource Broward in Florida, on 6/15/2017 in Columbus, OH (**attachment 7**)
- B. Notice: Role of the U.S. Conference of Mayors – Advocacy Update (*Ralph Sinistro, Center Manager, OMJSC*)
- C. Notice: on existing E-Calendar WDB events (*Daniel Grantham, Operations Coordinator, SAMWA COG*)
- D. Notice: Possible rescheduling of 7/19/2017 WDB meeting
- E. Review of WDB Roster for accuracy (**attachment 8**)

VII. MEETING ADJOURNMENT