

SUMMIT/MEDINA AREA 2 WORKFORCE DEVELOPMENT BOARD
MEETING AGENDA
of
JULY 13, 2016
8:00 a.m.

OhioMeansJobs | Summit County Center
1040 East Tallmadge Avenue Akron, Ohio 44310

- I. Welcome
 - a. Introduction of members, staff, and guests (*Vice Chair, Tony Esposito*)

- II. Appointments
 - a. Motion for the position of Board Chair as recently vacated by the resignation of Jon Miller (*attachment 1*) to be filled by Anthony Esposito, currently serving as Vice Chair for a two-year term. (*Vice Chair*)

 - b. Motion to nominate and vote for a current Summit County business member of the board for the office of Vice Chair for a two-year term. (*Chair*)

- III. Approval of Minutes (*attachment 2*)
 - a. Motion to approve May 11, 2015 minutes (*Chair*)

- IV. Reports
 - a. Executive Committee Report (*Chair*)
 - i. Meetings held on May 24, June 13, and July 6, 2016
 - 1. Notice: On 5/24/16, secured WDB Chair signature on the Comprehensive Case Management and Employment Program plans (CCMEP) for lead agencies *Summit County Department of Job and Family Services* (SCDJFS) and *Medina County Department of Job and Family Services* (MCDJFS) as required by the State of Ohio for submission
 - 2. Notices: On 6/13/2016, approved Medina County Board of Commissioners Resolution No. 16-0410 (*attachment 3*) changing their County [Workforce] Agency s Organizational Structure from Medina County Workforce Development to the MCDJFS; and Secured WDB Chair signature on a Letter of Intent whereby the Area 2 WDB agrees to participate in CCMEP allowing the use of WIOA youth funds as requested by the State of Ohio (*attachment4*);
 - 3. Notices: On 7/6/2016, approved the WDB Performance Committee recommendation for the Area 2 WDB and Medina County Commissioners to enter into a contract for the period of July 1, 2016 through June 30, 2017 with Jobs for Ohio s Graduates (JOG) in an amount not to exceed \$250,000.00. This program will serve Medina County youth ages 14 to 21 who are enrolled in-school (ISY) and Medina County youth ages 16 to 24 identified as out-of-school. Further, this contract will be amended to be by and between the WDB and JOG when the formation of a Council of Governments (COG) is official for Workforce Area 2; and agreed to a termination of Board Consultant John Chamberlin s services for WIOA implementation. Letter sent June 20, 2016.

- b. Financial Agent Report (*Terri Burns, Chief Financial Officer, SCDJFS*)
 - i. 2015-2016 Balance Report (*attachment 5*)
 - ii. Allocation Projection for 2016-17 & Allocation Comparison (*attachment 6a & 6b*)
 - iii. Notice: Area 2 Subgrant Agreement with State of Ohio Submitted on June 21, 2016 providing for 2016-17 allocations

- c. Performance Committee Report (*Sharlene Chesnes, Performance Committee Chair*)
 - i. Meetings held on May 27 and July 1, 2016
 - 1. Summary of the 5/27/2016 meeting:
 - a. finalized composition of an ad hoc One Stop Certification Subcommittee for its review of Summit County OMJC on 6/13/16; and
 - b. created an ad hoc Review Subcommittee to evaluate the proposal submitted for delivery of WIOA youth services in Medina County. Certification and evaluation process guided by Carol Wargo, Workforce Consultant.
 - c. Ms. Wargo explained the purpose of the federal performance measures for services provided to adults, dislocated workers and youth in the public workforce system.
 - 2. Summary of the 7/1/2016 meeting:
 - a. Committee reviewed their analysis of the JOG proposal for delivery of WIOA youth services in Medina County and agreed to recommend to the Executive Committee the award of a contract.
 - b. Ms. Wargo reviewed the status and the next steps in the Certification process of the One-Stop Center including the need for a formal board ratification (*attachment 7*)

V. Old/Unfinished business

- a. WIOA compliance: Area 2 Governance Structure provide an update concerning the formation of a Council of Governments (COG) (*Deborah Matz, Law Director, Summit County Executive s Office and Mike Lyons, Medina County Prosecutor*)

- b. Ad-Hoc Staff Hiring Committee - will email dates/times for a meeting to the volunteer members as determined at the January 13, 2016 WDB meeting, in order to review available budget, job description and develop the hiring process. (*Chair*)
 - i. Committee members: The Board Chair and Vice Chair, Malcolm Costa (Summit County), and Bethany Dentler (Medina County).
 - 1. For the record, the following *former* board members have expressed an interest in the hiring process: *Diana Clarke, Stephen Milkovich and Jon Miller*.

- c. Regional Planning update (*Jason Haas, Business Services Manager, Summit County JFS staff & Sharlene Chesnes, WDB Board member*)
 - i. Outcome of the June 1, 2016 Workforce Summit
 - ii. Outcome of the Regional Planning Consultants interview of Chief Elected Official, Adam Friedrich, Media County Commissioner

- d. Comprehensive Case Management Employment Program (CCMEP) update (*Christine Marshall, Deputy Director, Workforce Development, Summit County JFS*)

- e. Update from: *Carol Wargo*, Workforce Consultant, *on loan to the board from the state in order* to keep WIOA implementation underway while Area governance structure is determined
 - i. Procurement of service delivery for Medina youth services - completed
 - ii. Negotiate Area Performance Measures middle of August
 - iii. One-Stop Center Certification paperwork submitted June 30 - completed

VI. New business

- a. State of Ohio has requested a formal resolution indicating Area 2's intent to adopt CCMEP and passed by full board membership. This is due to the State by 9/30/2016 (**attachment 8**). (*Marshall*)
- b. Request for the creation of the Board Finance Committee and a board budget subcommittee. (*Chair*)
- c. Motion to ratify the certification of OhioMeansJobs Summit County Area 2's One-Stop Center, in accordance with WIOA standards based upon the recommendation given by Performance Committee Chair, Chesnes and Consultant Wargo.

VII. Good of the order/Announcements

- a. Review of board rosters for accuracy (**attachment 9**)
- b. A sincere thank you from the Area 2 staff and the WDB Executive Committee to the Performance Committee members for their work on the proposal review team and certification process many hours outside of meetings were spent in these two very important board responsibilities. Also, a sincere thank you for the specific and adept guidance of these two processes provided by Carol Wargo.

VIII. Meeting adjournment

Schedule of 2016 Summit/Medina WD Board Meetings – *Mark your calendars!*

- September 14, 2016 (location TBD)
- November 9, 2016 (location TBD)

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AGENDA ADDENDUM

V. Old/Unfinished business

- f. Notice: The “Tech Hire” proposal to the US. Department of Labor (discussed at the 1/13/2016 WDB meeting), as submitted by Summit County acting as the fiscal agent on behalf of Summit Workforce Solutions (SWS) (a non-profit organization and owner of the building known as the OhioMeansJobs Summit County Center), was not selected for funding. *(Marshall)*