

**Summit/Medina Workforce Development Board**  
**OMJ Summit County – 1040 E. Tallmadge Avenue**  
**Akron OH 44310**  
**May 11, 2016**

**MEETING MINUTES**

Chief Local Elected Official present: Adam Friederick

Board Members present: Sharlene Chesnes, Malcolm Costa, Anthony Esposito, Robert DeJournett, Bethany Dentler, Mark Derrig, Jessica Heid, James Lake, Rick McIntosh, Jonathan Miller, William Moore, Michelle Moran

Board Members Absent: Amy Davin, Brian Malloy, Michael Might, David Prentice, Joan Pritchett, Phil Ratcliff

Staff present: William Hanigan, Susan Kukucka, Christine Marshall

Visitors present: Jason Haas, Simonne Hinkson-Wright, Terri Burns, Mark Dzurec, Justin Stark, Carol Wargo, Pat Divoky, Sharon Parry, Deb Matz, Mike Lyons

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Chair Jonny Miller called the meeting to order at 8:05 a.m. with a welcome and introductions, with special recognition given to Adam Friedrick, Medina County Commissioner.

A motion was made by Bethany Dentler to approve the March 9<sup>th</sup> meeting minutes as presented. Mark Derrig seconded, and the motion passed with no objections or abstentions.

Reports

Executive Committee Report (Board Chair Miller)

- Committee met on April 6<sup>th</sup> and May 4<sup>th</sup>.
- Approved release of Medina County bid packet.
- Approved Area 2 policy for Veterans and spouses.
- Deadline on Youth RFP is May 31<sup>st</sup>.

Fiscal Agent Report (Terri Burns)

- Reviewed one page financial report which covers  $\frac{3}{4}$  of the program year.
- Just under \$1.4 million (or 17%) available.
- Reviewed allocation projection for new year.
  - Took 4.6% reduction from the Feds.
  - Area reduction based on lower unemployment rate.
- ODJFS WIOA monitors were in last month looking at financials for current year.
  - Monitor is currently in progress.

Performance Committee

- Thanks to Sharlene Chesnes for taking Chair position.
- Committee made recommendations to approve the following:
  - Adult/Dislocated Worker Contracts
    - Summit County – ULA

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- Medina County – EDSI
- Youth Programs
  - Urban League
  - Summit County JOG
  - Hattie Larlham
- Bethany Dentler moved to approve Medina County’s EDSI contract – Robert DeJournett seconded. The motion passed with no objections or abstentions.
- Mark Derrig moved to approve Summit County’s ULA contract – Michelle Moran seconded. The motion passed with no objections or abstentions.
- William Moore moved to approve Summit County’s Akron Urban League Contract. Jessica Heid seconded. The motion passed with no objections or abstentions.
- Bethany Dentler moved to approve Summit County’s contract with Jobs for Ohio’s Graduates (JOG). Michelle Moran seconded. The motion passed with no objections or abstentions.
- Mark Derrig moved to approve Summit County’s contract with Hattie Larlham. Jessica Heid seconded. The motion passed with no objections or abstentions.

Old and Unfinished Business

- Area 2 Governance Structure – Deborah Matz, Law Director, Summit County Executive’s Office and Mike Lyons, Medina County Prosecutor.
  - Ms. Matz and Mr. Lyons decided on the Council of Governance (COG) structure for our area.
  - Need to develop Intergovernmental Agreement and Local Governance Agreement.
  - Look to have agreements in place by the end of May.
- Discussion of Board structure.
  - Performance of the one stop operations.
  - Procurement of providers of services.
  - Local plan – submit to the State indicating how required services will be provided.
  - Assign clear responsibility to CLEOs to oversee the decision-making and financial obligations of the Workforce Development Board.
    - Needs staff that is independent of operational component to avoid conflict of interest.
  - No deadline for governance structure.
  - Ad hoc committee is in place until COG is finalized – will then move forward.
  - Summit County will set up payroll system for COG.
  - Fiscal responsibility is with Summit County.
  - Summit County is willing to attach COG to Public Employees Retirement System and insurance.
  - Payroll cannot run through Summit County structure.
  - Meeting scheduled for May 24<sup>th</sup> to re-purpose the budget.
  - Performance measures for Director will be through the job description.
  - Bylaws will have to be rewritten.

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- Board responsibilities:
  - Approve local plan
  - Hire Director
  - Procure one stop operator.
  - Negotiate performance measures with State of Ohio.
  - Oversee Workforce Development activities in Summit County.
- Regional Planning (Jason Haas & Sharlene Chesnes)
  - Consultants would like to interview officials, board members, and staff.
  - Labor Market information must be reviewed to determine local market needs.
  - June 1 – Workforce Development Forum in Cleveland.
    - Still need moderators
    - Need business partner participants
    - Sign up for Forum on link provided.
- Comprehensive Case Management Employment Program (CCMEP) – Christine Marshall
  - As of July 1, State expects areas to focus on 16 – 24 year olds.
  - Summit and Medina Counties determined that JFS shall be lead agency for CCMEP.
  - Plan needs to be submitted by May 31.
- Update from Carol Wargo and Sharon Parry.
  - Separation of roles between WDB and one stop operator.
  - State of Ohio maintains:
    - Procurement
    - Negotiation of performance measures
    - One stop certification
  - EDSI Contract has been released and is due May 31<sup>st</sup>.
  - Next task is to review rest of timeline.
  - Discussion of negotiation of performance measures
  - Need to create review team for One Stop Center certification.
    - Jessica Heid
    - Sharlene Chesnes

New Business

- Effective June 1, Chair Jonny Miller is taking a national recruiting role with Sikich and is moving to Chicago.
- Anthony Esposito will take over Board Chair responsibilities.
- Comprehensive financial review will begin May 23<sup>rd</sup>.
- Roster updates were requested.

Mark Derrig moved to adjourn. Robert DeJournett seconded. The meeting adjourned at 9:20 a.m.

Respectfully submitted,  
Barbara Alexander, Administrative Assistant  
Summit County Department of Job & Family Services