



MEETING MINUTES
Friday, April 17, 2020
9:15 AM

Zoom online meeting access:

<https://zoom.us/j/96578474806?pwd=WmdlSXNMZzNHcXhBWXdza3F3UWFUQT09>

Zoom dial in phone number: 1-253-215-8782

Meeting ID: 965 7847 4806

Password: 028572

Chief Elected Officials (CEOs)/COG Members Present:	Ilene Shapiro, Summit County Executive Colleen Swedyk, Medina County Commissioner
Summit & Medina Workforce Area Council of Governments (SAMWA COG) Staff Present:	Christine Marshall, Executive Director; Grace Fry-Glaubman, Policy, Procurement & Performance Administrator; Tammy Kaser, Operations Coordinator
Area 2 Fiscal Agent Staff Present:	Diane Miller-Dawson, Director, County of Summit Dept. of Finance & Budget Phil Montgomery, CFO, County of Summit Dept. of Job & Family Services Tom Jalbert, Fiscal Operations Manager, SCDJFS
Legal Counsel Present:	Deborah Matz, Law Director, County of Summit Dept. of Law, Insurance, & Risk Management
Workforce Development Board members present:	Tony Esposito, WDB Vice Chair

I. CALL TO ORDER

- a. Chair Shapiro called the meeting to order at 9:20 AM, via a video conferencing method as allowed for during the COVID-19 pandemic, suspending the rules for an in person meeting.

II. DETERMINATION OF 2020 SAMWA COG BOARD CHAIR

- a. Section 1. of the SAMWA COG By-Laws, entitled "SAMWA COG Board Governance and Functions", subsection 1.1 states that "the SAMWA COG Board consists of two members, one Medina County Commissioner chosen by the Board of Commissioners of Medina County, and the other the County Executive of Summit County. The chairmanship of the COG Board shall be determined at the first meeting of each calendar year by mutual agreement between the CEOs."
 - i. Commissioner Swedyk stated she was good with Executive Shapiro continuing in the role as Chair and then made **a motion** to extend Executive Shapiro's chairmanship of the SAMWA COG Board through 2020. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

III. INTRODUCTION

- a. Executive Shapiro welcomed everyone on the video conference call and asked for a roll call. Everyone on the call introduced themselves and were noted by Tammy Kaser in lieu of

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collecting a sign-in sheet.

IV. APPROVE MINUTES OF PREVIOUS MEETING

- a. Commissioner Swedyk made a motion to approve the SAMWA COG's 12/9/2019 meeting minutes. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried, and the 12/9/2019 minutes were approved.

V. REPORTS

- a. There were no reports to present.

VI. UNFINISHED BUSINESS

- a. There was no unfinished business to address.

VII. NEW BUSINESS

- a. **Resolution 2020-01** authorizing the Summit and Medina Workforce Area Council of Governments to accept and appropriate a special allocation from the Ohio Department of Job and Family Services for the purpose of receiving United States Department of Labor National Health Emergency Dislocated Worker Grant funds, awarded to provide disaster-relief jobs and employment services to Ohioans affected by widespread opioid use, addiction, and overdose, in Summit and Medina Counties, during the period commencing April 1, 2019 and ending March 31, 2021.
 - i. Executive Shapiro asked about the commencement date of the special allocation. Director Marshall referred the COG members to the timeline submitted to them in preparation for this meeting, which was previously shared with the members of the Area 2 Workforce Development Board at their January 30, 2020 meeting.
 1. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2020-01. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.
- b. **Resolution 2020-02** authorizing the Summit and Medina Workforce Area Council of Governments to enter into a contract with the Medina County Job and Family Services to support funding of temporary disaster-relief employment, through a United States Department of Labor National Health Emergency Dislocated Worker Grant awarded to the Ohio Department of Job and Family Services, in an estimated amount not to exceed \$52,277.12, for the period beginning 11/4/2019 and ending 3/31/2021.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2020-02. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.
- c. **Resolution 2020-03** authorizing the Summit and Medina Workforce Area Council of Governments to enter into a contract with Summit County Public Health to support funding of temporary disaster-relief employment, funded through a United States Department of Labor National Health Emergency Dislocated Worker Grant awarded to the Ohio Department of Job and Family Services, in an amount not to exceed \$267,335.93 for the period beginning on the date of hire of the first position filled and ending March 31, 2021.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2020-03. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.
- d. **Resolution 2020-04** authorizing the members of the Summit and Medina Workforce Area Council of Governments to approve a salary adjustment for all employees of the Summit and

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Medina Workforce Area Council of Governments employed for a full year on January 1, 2020, which permits a 2.5 percent increase in pay effective March 30, 2020, the eighth payroll period of calendar year 2020, and to approve a salary adjustment for employees of the Summit and Medina Workforce Area Council of Governments employed for less than a full year on January 1, 2020, which permits a 2.5 percent increase in pay effective as of the start of the pay period following their first anniversary date.

- i. Executive Shapiro confirmed with Director Marshall the increase has been reviewed. Director Marshall stated it was discussed with Brian Nelsen, Summit County Chief of Staff (former Fiscal Agent for Area 2) who requested the raises be held to the same afforded to the non-bargaining employees in Summit County. Ms. Matz confirmed her review of the Resolution and concurrence with Mr. Nelsen. Director Marshall cited last year it was requested by the COG members in consultation with Mr. Nelsen and Ms. Matz, that future COG staff raises were to be introduced for an April 1 commencement to align with the County's payroll system.
 1. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2020-04. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.
- e. **Resolution 2020-05** authorizing the Summit and Medina Workforce Area Council of Governments to enter into a five (5) year lease agreement with the County of Summit for the period of 4/1/2020 through 3/31/2025, to provide space for the operations of the SAMWA COG staff.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2020-05. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.
- f. **Resolution 2020-06** authorizing the Summit and Medina Workforce Area Council of Governments to enter into a Political Subdivision Participation Agreement with the County of Summit to provide County of Summit-sponsored health care programs for the Summit and Medina Workforce Area Council of Governments' employees.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2020-06. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

VIII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Commissioner Swedyk announced that Medina County Commissioners are in search for a director for Medina County Job and Family Services due to the resignation of current director Jeff Felton. She will update the SAMWA COG Board regarding the status of the search.
- b. Executive Shapiro asked for any updates from Director Marshall.
 - i. Director Marshall shared the following:
 1. The Summit and Medina OhioMeansJobs centers are continuing operations remotely with Career Services for job seekers offered virtually, including orientations, workshops, and ZOOM calls. Business services continues to share pertinent COVID-19 information and taking job posting requests. We were ahead of the State and some local community partners by launching on March 20, our HIRING NOW page on our two websites geared for job seekers to easily find Summit and Medina County employment opportunities. The website was shared with the Greater Akron Chamber who links to it for us and with the Ohio Department of Job and Family Services, Office of Workforce Development who liked the concept.

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2. Our Area is one of six out of the State's 20 asked to support a grant with a letter that ODJFS/OWD submitted to the US DOL for a special reentry project. The grant is called a Pathway Home and if funded will provide our OhioMeansJobs centers with an on-site case manager to work with the population returning to our Area seeking work who had started their Career Services at the OMJ center located in their prison. ODJFS intends to pay the Area the costs associated with being a partner in our MOU for the time the grant's case manager would be at the center.
3. In recent conversations with Mr. Nelsen as he was gathering information for creating a Summit County small business loan, he inquired how WIOA funds might assist. It was explained that at this time our funding has not had any adjustments for how it can be used for job seekers or businesses. Everything focuses on new hires vs. bringing a business back up to speed after a crisis. The emphasis is on the job seeker not the company and we are waiting to see if there will be more flexibility with the Rapid Response funding to help small businesses. Director Marshall researched if there was anything changing at DOL with funding flexibility and found a grant funding through the USDOL in the amount of \$100 million called Emergency Fund COVID-19 to assist employers, especially small businesses, affected by the pandemic. This grant was shared with ODJFS/OWT encouraging they apply and they replied they had not heard about this special grant opportunity. The state did decide to apply and hopefully it Ohio will be granted and our Area will receive something.
4. Updated the SAMWA COG Board members on the status of the procurement process for the Summit County One-Stop Center Operator. The current contract expires June 30, 2020. Area 2 has received two responses to a Request for Proposals, and the proposals are being evaluated by the One-Stop Operations Committee of the Workforce Development Board.
5. Shared that all Areas have received instructions from the State for how to access a list of the unemployment claimants in our footprint and we are working on a plan with our Career Services provider (ULA) for outreach to those included on the list.
 - ii. Executive Shapiro confirmed with Director Marshall that the 2020 Census is being heavily promoted on all outreach materials through the OhioMeansJobs centers. There is promotion on our websites and Facebook accounts.

IX. ADJOURNMENT

- a. Director Marshall briefly outlined a plan for the Chief Elected Officials to execute the resolutions adopted via the online meeting.
- b. Commissioner Swedyk made a motion to adjourn the meeting. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried, and the meeting was adjourned at 9:46 AM.

Prepared by:

Tammy Kaser

Operations Coordinator, SAMWA COG