



MEETING MINUTES
THURSDAY, MAY 23, 2019

Cleveland Clinic Akron General Wellness Center, Crystal Point Room
4125 Medina Road, Akron, Ohio 44333

Chief Elected Officials (CEOs)/COG	Ilene Shapiro, Summit County Executive
Members Present:	Colleen Swedyk, Medina County Commissioner
Summit & Medina Workforce Area Council of Governments (SAMWA COG) Staff Present:	Grace Fry, Policy, Procurement & Performance Administrator Christine Marshall, Executive Director Tammy Kaser, Operations Coordinator
Area 2 Fiscal Agent Staff Present:	Thomas Jalbert, Fiscal Operations Manager, County of Summit Dept. of Job & Family Services
Legal Counsel Present:	Deborah Matz, Law Director, County of Summit Dept. of Law, Insurance & Risk Management

I. CALL TO ORDER

- a. Executive Shapiro called the Summit and Medina Workforce Area Council of Governments (SAMWA COG) Board meeting to order at 7:34 AM.

II. INTRODUCTION

- a. New Operations Coordinator, Tammy Kaser, was introduced, and further introductions followed.

III. APPROVE MINUTES OF PREVIOUS MEETING

- a. Executive Shapiro requested a motion to approve the SAMWA COG Board's 2/7/19 minutes. Commissioner Swedyk made the motion which Executive Shapiro seconded, and the motion passed with no objections or abstentions.

IV. REPORTS

- a. There were no reports to present.

V. UNFINISHED BUSINESS

- a. There was no unfinished business to address.

VI. NEW BUSINESS

- a. Commissioner Swedyk made a motion to adopt **Resolution 2019-06** authorizing the SAMWA COG to execute a Subgrant Agreement with the Ohio Department of Job and Family Services (ODJFS) for the purpose of receiving Workforce Innovation

Opportunity Act (WIOA) allocations for State Fiscal Years 2020 and 2021. The motion was seconded by Executive Shapiro and passed with no objections or abstentions.

- b. Commissioner Swedyk made a motion to adopt **Resolution 2019-07** authorizing the SAMWA COG to execute a renewal (first of three) of a contractor agreement with Callos Resource LLC and/or its subsidiary, American Payroll Service LLC, specific to the provision of payroll services for WIOA youth enrolled in Work Experiences through the Summit County Comprehensive Case Management Employment Program (CCMEP), for the period of July 1, 2019 to June 30, 2020. The motion was seconded by Executive Shapiro and passed with no objections or abstentions.
- c. Commissioner Swedyk made a motion to adopt **Resolution 2019-08** confirming the award by the Workforce Development Board and authorizing the SAMWA COG to execute a renewal (second of two) of a contractor agreement with the County of Summit on behalf of its County of Summit Department of Job and Family Services to operate Workforce Area 2's Comprehensive OhioMeansJobs Summit County center, in an amount not to exceed \$228,667.53 for the period of July 1, 2019 to June 30, 2020. The motion was seconded by Executive Shapiro and passed with no objections or abstentions.
- d. Commissioner Swedyk made a motion to adopt **Resolution 2019-09** confirming the award by the Workforce Development Board and authorizing the SAMWA COG to execute a renewal (first of two) of a contractor agreement with the United Labor Agency (ULA) to operate Workforce Area 2's Affiliate OhioMeansJobs Medina County center, in an amount not to exceed \$25,000.00 for the period of July 1, 2019 to June 30, 2020. The motion was seconded by Executive Shapiro and passed with no objections or abstentions.
- e. Commissioner Swedyk made a motion to adopt **Resolution 2019-10** authorizing the SAMW COG to adopt changes to the Area 2 Workforce Development Board's November 30, 2016 Bylaws. Executive Shapiro requested a summary of the changes and Director Marshall explained the changes include the addition of guidelines for members of the public wanting to speak at meetings, changes to committee composition and responsibilities, and corrections to grammar and syntax. The motion was seconded by Executive Shapiro and passed with no objections or abstentions.
- f. Commissioner Swedyk made a motion to adopt **Resolution 2019-11** authorizing the SAMWA COG to execute a Data Sharing and Confidentiality Agreement with the Ohio Department of Job and Family Services (ODJFS) to provide Area 2 with access to specific Wage Record Information and Unemployment Insurance Claimant data upon full execution of the Agreement and ending 6/30/20. The motion was seconded by Executive Shapiro and passed with no objections or abstentions.

VII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Director Marshall will attend the meeting of the United States Workforce Association in NYC in July.
- b. Next WDB meeting will be held Thursday, June 27, 2019, Cleveland Clinic Akron

General Wellness Center, Montrose Room.

- c. Next SAMWA COG meeting will be held July 8, 2019, Cleveland Clinic Akron General Wellness Center, Crystal Point Room. Executive Shapiro expressed she will have a conflict with this date and asked staff to check with her Assistant.
- d. Director Marshall announced the Medina OMJ Center will move to a new location, also on Public Square in Medina:
 - i. New location will have lower rent, better parking, and will be ADA compliant.
 - ii. WIOA Career Services will be provided at Medina County libraries during the move.
- e. Director Marshall announced it is time to review Summit County reappointments to the WDB per WDB Bylaws.
 - i. Summit County Board member two-year terms end June 30 of any given year. Director Marshall informed Commissioner Swedyk that Medina County Board member two-year terms end December 31 of any given year. Medina County WDB members will be reviewed for reappointed in the Fall.
 - ii. Executive Shapiro requested an analysis of active engagement among Summit WDB members, in addition to attendance.

VIII. ADJOURNMENT

- a. Commissioner Swedyk made a motion to adjourn the meeting. The motion was seconded by Executive Shapiro and passed with no objections or abstentions. The meeting adjourned at 8:08 AM.

Prepared by:

Tammy Kaser

Operations Coordinator

Summit and Medina Workforce Area Council of Governments