



# Summit and Medina Workforce Area Council of Governments

Ilene Shapiro  
County of Summit Executive

Adam Friedrich  
Medina County Commissioner



## MEETING AGENDA

Wednesday, November 30, 2016

Cleveland Clinic Akron General Health & Wellness Center, Crystal Point Room  
4125 Medina Rd, Akron, OH 44333

- I. **Introduction**
  - a. Introduction of Chief Elected Officials (CEOs), Workforce Development Board (WDB) Chair & Vice-Chair, County Staff Members, and Guests
- II. **Approval of Minutes**
  - a. None
- III. **Reports**
  - a. None
- IV. **Old/Continuing Business**
  - a. None
- V. **New Business**
  - a. Overview of the SAMWA COG's purpose, structure, and bylaws *(attachment 1)*
  - b. Review of Area 2 Operating Funds, Financials as of October 31, 2016 & Financials by County as of October 31, 2016 *(attachment 2)*
  - c. Discussion and Approval of WDB's Administrative & Operating Budget *(attachment 3)*
    - i. **Motion** to approve SAMWA COG **Resolution 2016-01**, approving and adopting the WDB Total Administrative & Operating Budget for the purpose of public workforce system administration in Area 2
  - d. Discussion and Approval of the WDB Bylaws *(attachment 4)*
    - i. **Motion** to approve SAMWA COG **Resolution 2016-02**, adopting the WDB Bylaws
  - e. Discussion and adoption of SAMWA COG's Personnel Policies & Procedures *(attachment 5)*
    - i. **Motion** to approve SAMWA COG **Resolution 2016-03**, approving and adopting the SAMWA COG's Personnel Policies and Procedures
  - f. Review of the activities of the WDB's Ad Hoc Hiring Committee
    - i. Discussion of office space for Area 2's Staff
- VI. **Good of the Order**
  - a. **Notice** of a meeting with consulting firm Rea & Associates scheduled for Tuesday, December 6, 2016 at 11:00 AM
  - b. Recognition of WDB Certification *(attachment 6)*
  - c. Establish SAMWA COG meeting schedule
- VII. **Adjournment**