

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING
WEDNESDAY, AUGUST 12, 2020 @ 7:30 AM**

Via Microsoft Teams
[Join Microsoft Teams Meeting](#)

I. CALL TO ORDER

- A. Introduction of members, staff and guests (Jeff Bissell, Chair)

II. APPROVAL OF MINUTES

- A. Motion to approve the June 24, 2020 Executive Committee meeting minutes **(attachment 1)**

III. REPORTS

IV. OLD/UNFINISHED BUSINESS

- A. Appointment of Summit/Medina WDB Members to Committees
- B. Still one vacancy on the WDB, a Summit business appointee needed
- C. Surface Pro laptop purchase complete (accessories, end pricing, OIT assistance)
- D. Website redesign project (ad hoc committee, references checked, letters sent, vendor selected, meeting held 8/10, legal reviewed agreement, project timeline, board demo)
 - i. Motion to enter into a Professional Services Agreement with EYEMG.com, LLC. for website redesign services for an amount not to exceed \$30,000.00 for the period of 8/12/2020 to 8/11/2021 with up to four annual renewal options.

V. NEW BUSINESS

- A. WDB resignation, a Nellie Rodman **(attachment 2)**
- B. Annual audit by the State Auditor underway **(attachment 3)**
- C. WIOA two-year Performance Negotiations with ODJFS is underway **(attachment 4)**
- D. Receipt of U.S. Dept. of Labor National Dislocated Worker Grant to assist in recovery efforts due to COVID-19 from ODJFS awarding Area 2 \$757,849.00 **(attachment 5)**
- E. Receipt of the U.S. Dept. of Labor Pathways Home Grant contributing \$48,000.00/year **(attachment 6)**
- F. Summit's United Labor Agency for Career Services contract increase
 - i. Motion to approve an Amendment to the FFY 2020 1st Renewal Agreement with United Labor Agency, the WIOA Career Services in Medina and Summit County, to increase the Summit portion of the contract budget in amount not to exceed \$35,926.00, thereby the FFY 2020 Summit budget increases from \$1,064,000.00 to \$1,099,926.00.
- G. Virtual recruitment software purchase and service agreement discussion **(attachment 7)**
 - i. Motion to enter into a *Software as a Services Agreement* with Virtual Premier for a 1-year license paid in advance for an amount not to exceed \$13,500.00 commencing upon payment of license fee with annual automatic renewals unless notice to terminate is exercised 30 days prior to original commencement date.

VI. GOOD OF THE ORDER

- A. WDB Staff Office moving: 175 S. Main Street, **Suite 209**, Akron, 44308 (move completed)
- B. WDB Regular meeting September 24, 2020 at 8:00 AM, *location TBD*

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING
OF
WEDNESDAY, MAY 30, 2018
7:30 AM**

VII. ADJOURNMENT