

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD

EXECUTIVE COMMITTEE INFORMAL SESSION MINUTES

October 5, 2016

7:30 AM

Teleconference at (330) 436-5244

WDB Members Present: Anthony Esposito

WDB Members Absent: Sharlene Chesnes

Guests and Staff Present: Terri Burns, Daniel Grantham, Christine Marshall

I. Call to Order

- a. The meeting was called to order at 7:35 AM by Anthony Esposito, Board Chair.

II. Approval of minutes

- a. Sharlene Chesnes, Board Vice Chair, was not present, so approval of the meeting minutes will occur at the next meeting of the Executive Committee

III. Reports

- a. Status of Board Certification
 - Christine Marshall, Deputy Director, Workforce Development, Summit County Department of Job and Family Services (SCDJFS) expressed that on September 26, 2016, Paul Zimmerman, Director, Akron Electrical Joint Apprenticeship Training Committee, was appointed to the Workforce Development Board (WDB) through a motion of the Summit County Council.
 - Marshall expressed that on September 30, 2016, the application for WDB certification was submitted to Julie Wirt, Policy Manager, Ohio Department of Job and Family Services' (ODJFS) Office of Workforce Development, as required by the Workforce Innovation and Opportunity Act (WIOA). Marshall expressed further that the members of the Executive Committee were copied in the e-mail used to submit the application to ODJFS and that we are now awaiting response from that agency.
 1. Esposito asked Marshall to identify any issues that may prevent WDB certification. Marshall expressed that rather than submitting the WDB Bylaws, she instead submitted the drafted Local Governance Agreement Bylaws. Both these bylaws, and the Council of Governments (COG) agreements are in their finalized forms, but have not received official approval. Marshall expressed that these were the only foreseeable reasons the WDB might not receive certification, but that this is unlikely as all other aspects of the certification application are correct. Finally, Marshall expressed that the WDB bylaws should be brought to the Performance Committee's attention for updating.

IV. Old/Unfinished Business

- a. Joint Meeting with the WDB Finance and Ad Hoc Hiring Committees
 - Marshall recommended that the Finance and Ad Hoc Hiring Committees should meet at the Finance Committee's October 2016 meeting. Esposito agreed with Marshall's recommendation, expressing further that the Ad Hoc Hiring Committee is scheduled

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD

to meet on Thursday, October 6, 2016. Burns expressed that she would make herself available to the Committee at this time.

V. New Business

- a. Meeting with Chief Local Elected Officials (CLEOs) to address the WDB staff
 - Marshall expressed that a meeting with Ilene Shapiro, County of Summit Executive, and Adam Friedrich, Medina County Commissioner, is set for October 24, 2016. Marshall recommended that Esposito and Chesnes attend the second half of this one-hour meeting to discuss WDB staffing and working space(s) with the CLEOs. Esposito agreed with Marshall's recommendation.
- b. Mandated Rebranding of OhioMeansJobs Summit/Medina County under the American Job Center Label
 - Per the September 22, 2016 e-mail from the U.S. Department of Labor's (DOL) Employment and Training Administration, Marshall explained the mandated implementation of the rebranding of Area 2's OhioMeansJobs (OMJ) centers under the American Job Center (AJC) label. The deadline to do so is November 17, 2016.
 1. Marshall expressed that the Obama administration has long sought to implement this rebranding which will unify the identity of Career One-Stops nationwide. Despite knowledge of the imminent rebranding, the State of Ohio implemented the OMJ branding, and must now incorporate the branding with it. As such, the State has allocated \$7,000.00 for Area 2 to implement the branding. Burns and Marshall discussed the rebranding with Jeff Felton, Medina County Department of Job and Family Services on Monday, October 3, 2016.
 2. Burns expressed that while Area 2 cannot reallocate WIOA administrative funds for rebranding purposes, more funds can be requested from the State by the Area to ensure compliance.
 3. Marshall expressed that existent OMJ-branded materials, such as pamphlets, handouts, and literature, can be used until supplies are exhausted so long as all OMJ-branded materials are replaced by June 2017.

VI. Good of the Order

- a. Recognition of William Hanigan for his service to Area 2 and its WDB
 - Marshall expressed that as of September 30, 2016, William Hanigan's tenure with Area 2 and OMJ Medina County has ended. Marshall recommended that Hanigan be invited to attend the November 30, 2016 WDB meeting to receive recognition in the form of a plaque or other trophy. Esposito agreed that such recognition was necessary given Hanigan's years of service. Marshall expressed that Susan Kukucka could be contacted to arrange the creation of a plaque.

VII. Meeting Adjournment

- a. Esposito adjourned the meeting at 8:00 AM.

Respectfully Submitted,
Daniel Grantham
Executive Assistant
Summit County Department of Job and Family Services.