

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD  
PERFORMANCE COMMITTEE MINUTES  
OF  
MONDAY, JANUARY 25, 2021**

Summit and Medina Workforce Area Council of Governments (SAMWA COG)  
Via Microsoft Teams

Link: [Join Microsoft Teams Meeting](#)

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**Committee Members Present:** Sharlene Chesnes; Jessica Heid; Marquita Mitchell; Michelle Moran, Chair

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**SAMWA COG Staff Present:** Grace Glaubman, Policy, Procurement, and Performance Administrator; Tammy Kaser, Operations Coordinator; Christine Marshall, Executive Director

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**I. CALL TO ORDER**

- a. Director Marshall announced that Michelle Moran has been appointed as the new Chair of the Performance Committee, for a one-year term beginning 1/1/2021
- b. Moran called the meeting to order at 3:04 PM. Those on the video call announced themselves.

**II. APPROVAL OF MINUTES**

- a. Moran requested a motion to approve the committee's 11/16/2020 meeting minutes. Chesnes made the motion, which Mitchell seconded. With no objections or abstentions, the motion carried and the minutes were approved.

**III. REPORTS**

- a. Glaubman reviewed the SFY 2021/PY 2020 State of Ohio Q1 UNADJUSTED WIOA Performance Report for July 1, 2020 – September 30, 2020
  - i. Glaubman clarified for the Committee that the State has eliminated the performance level previously referred to as "exceeding" the standard. Reports will now show only whether an Area or County is meeting or failing to meet performance standards. Meeting performance standards successfully will require achieving 90% of the negotiated standard (for Adults and Dislocated Workers) or 80% of the negotiated standard (for Youth).
  - ii. Area 2 met all measures with the exception of Measurable Skills Gain. This is the first Program Year with a standard set for Measurable Skills Gain, and it is the only performance standard measured in real time. The rate is expected to be lowest in Q1 and increase throughout the program year as more customers achieve positive outcomes.
  - iii. Marshall noted for Mitchell that details of the State reports are shared with the Performance Committee that are not always shared with the Workforce Development Board at their Regular meetings, including demographic information for the customers.
- b. Glaubman reviewed the SFY 2021/PY 2020 State of Ohio Q1 UNADJUSTED CCMEP Performance Report for July 1, 2020 – September 30, 2020
  - i. This report includes TANF/WIOA dual-enrolled youth, and for this population as well, Area 2 met or exceeded all measures except measurable skills gain, and credential attainment in Summit County. Glaubman reminded the Committee that the standard for credential attainment had been lowered by 5% in the recent performance standard negotiations with the State. Area 2 continues to work with the CCMEP lead agency, CSDJFS, to improve this measure in Summit County. Youth services provider contracts are ending

- June 30, 2021, and the Area will include questions about outreach in the RFP packet.
- ii. The percentage of CCMEP participants that are funded through WIOA is 26% in Medina and 7% in Summit. This rate should be at least 20%. Marshall discussed with the Committee the effects of having such a low number of WIOA-funded Youth in Summit County, including funding that could be used for Youth programming being recaptured by the State at the end of the fiscal year. Those present discussed outreach and incentive options to attract Youth to participate in programming and complete milestones.
- c. Glaubman delivered Adult/Dislocated Worker Provider Performance Reports for SFY 2021, July – December.
    - i. In Summit County, 254 jobseekers have been placed so far this fiscal/program year (less than half the number from the same time the previous year); 296 jobseekers have attended a virtual OMJ center orientation; 17% of placements were in Transportation & Warehousing; 11% were in Healthcare, 16% in Manufacturing, and 17% in Professional and Business Services; the YTD average wage for placements is \$18.25; 45 Individual Training Accounts have been written with 25 ITA's completed; 60% of those who completed an ITA are working, and 93% of those who are working, are working in their training field; 17 On-the-Job Training Plans have been written with 1 completed so far; the average wage for OJT employees is \$21.08/hour.
    - ii. In Medina County, 88 jobseekers have been placed so far; 115 jobseekers attended a virtual OMJ center orientation; the YTD average wage for jobseeker placements is \$19.06 per hour; 17% of placements were in Healthcare, 18% in Manufacturing, 15% in Professional and Business Services, 11% in Retail, and 13% in Transportation & Warehousing; 16 ITA's have been written so far this year with 5 completed—100% are working and of those 80% are working in their field of training; no OJT Plans have been written so far this fiscal/program year, though there are 8 OJT Agreements in place with employers.

#### **IV. OLD BUSINESS**

- a. Glaubman reminded the Committee that as the current Youth Services contracts in both counties are in their final renewal year, which ends June 30, 2021, Area 2 will need to release a Request for Proposals to procure new contracts in both Counties beginning July 1, 2021. The RFP has been drafted and will be reviewed by the CCMEP lead agencies in both Counties before release, which is anticipated in mid-February. Once responses are received, they will be shared with the Performance Committee for review.
- b. Marshall provided the Committee with an update regarding the reopening of the OhioMeansJobs Centers. Preparations have included updating the layout and equipment at the centers to allow for social distancing and disinfection of surfaces, stockpiling PPE, and implementing new software to offer more services virtually and facilitate appointment setting. Phase I of reopening will begin with appointments to use the Resource Rooms for Unemployment Insurance recipients. Phase Two will add in-person Center orientations and workshops by appointment, and Phase Three will see the partner staff return to the Center, meeting with clients by appointment.
- c. Glaubman informed the Committee that the new website is expected to go live before their next meeting.

#### **V. NEW BUSINESS**

- a. Marshall informed the Committee that Area 2 issued an RFQ for a Professional Monitoring Services contract and engaged Sharon Parry, who has provided monitoring services for Area 2 before and provided the only response to the RFQ.

**VI. GOOD OF THE ORDER**

- a. Moran reminded the Committee of the upcoming virtual WDB Regular meeting at 8:00 AM on Thursday, January 28, 2021.
- b. Moran reminded the Committee that the next meeting of the Performance Committee will be held on Monday, March 22, 2021 at 3:00 PM, virtually.
- c. Moran congratulated Jessica Heid on her appointment as Chair of the Workforce Development Board and thanked her for her service as Chair of the Performance Committee.
- d. Moran welcomed Marquita Mitchell as the newest member of the Performance Committee.

**VII. ADJOURNMENT**

- a. Moran requested a motion to adjourn the meeting. Chesnes made the motion, which Mitchell seconded. With no objections or abstentions, the motion carried, and the meeting was adjourned at 4:07 PM.

*Prepared by*

*Tammy Kaser*

*Operations Coordinator, SAMWA COG*