

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
FINANCE COMMITTEE MEETING MINUTES
OF
THURSDAY, MARCH 18, 2021**

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

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Phone Conference ID: 432 522 385#

Workforce Development Board (WDB) Mark Derrig, Finance Committee Chair; Amanda Hinkel; Maria
Finance Committee Members Present: Miller; Erin Ploucha; David Prentice

Workforce Development Board (WDB) Jeff Bissell, WDB Vice Chair; Anthony Esposito
Finance Committee Members Absent:

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

Fiscal Staff Present: Thomas Jalbert, Fiscal Operations Administrator, CSDJFS; Diane
Miller-Dawson, Director, CSDFB; Phillip Montgomery, Deputy
Director, CSDFB and Chief Financial Officer, CSDJFS

Guests Present: Terri Burns, Director, CSDJFS

I. CALL TO ORDER

- a. Chair Derrig called the Finance Committee meeting to order at 8:01 AM. Roll call was taken in lieu of a sign-in sheet for the virtual meeting.

II. APPROVAL OF MINUTES

- a. Derrig requested a motion to approve the 1/21/2021 Finance Committee meeting minutes. Prentice made the motion, which Miller seconded. With no objections or abstentions, the motion carried, and the minutes were approved.

III. REPORTS

- a. Montgomery reviewed the following summary reports:
 - i. Area 2 Financials as of 2/28/21
 - Montgomery noted that amounts carried over as Year 3 funds are spent, but reminded all that this delayed the spending of Year 2(current year) funds. If Year 2 funds are not spent by June 30, 2021, remaining funds will be returned to the State. It was further noted that in Medina County, we have depleted all of the Year 2 DW funds, with Year 1 (next year) funds being spent.

- ii. State Fiscal Year 2021 Allocations and Expenditures as of 2/28/21

- Director Marshall noted that the contract expenditures shown on the attachment presented to the Committee may only be through December 2020 or January 2021 and do not reflect the spending through February 28 as the reports show.
- Marshall emphasized that RESEA, like WIOA, is a permanent allocation from USDOL for our Area's budget, and three full-time staff have been hired to deliver RESEA services at the OMJ Centers. They started 3/10/21.
- Montgomery and Marshall noted that spending of the various special grants is on pace.

IV. OLD/UNFINISHED BUSINESS

- a. Marshall informed the Finance Committee that the Ohio Dept. of Job & Family Services Bureau of Monitoring & Consulting Services' WIOA Financial Review for July 1, 2019 to December 31, 2020 (18-month review period), which began 12/3/2020, continues.

V. NEW BUSINESS

- a. Marshall informed the Committee that the USDOL Opioid grant was extended an additional year, now ending 3/31/2022, giving the Area more time to spend the grant funding on allowable activities to serve those affected by the Opioid crisis, which has only been exacerbated by the COVID pandemic.
- b. Marshall informed the Committee that a day earlier during the monthly meeting with ODJFS staff, we were informed all of the local workforce Areas should prepare for a 10% reduction in our WIOA Allocations PY 2021/SFY 2022. Ohio has performed better during the pandemic than other States and as a result, USDOL is shifting funds to the underperforming States.
- c. Marshall reminded the Committee they should have received an email citing that the current four-year Regional & Local Plans for the Northeast Ohio Region, comprised of 8 counties and 5 Workforce Areas, are ending, and new plans are being drafted. The new Plans are due to the State by May 31 to be reviewed and effective on July 1, 2021.
 - i. WDB Staff reviewed and revised the Local plan for Area 2.
 - ii. The 5-Area NE Ohio Regional consortium contracted Grace Kilbane to review, update and edit the current Regional Plan, and the cost to each of the five Areas is \$3,000.

VI. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. The Committee was reminded that the next WDB Regular Meeting is scheduled for Thursday, March 25, 2021, at 8:00 AM and will be held virtually via Teams.

VII. ADJOURNMENT

- a. Derrig requested a motion to adjourn the 3/18/2021 WDB Finance Committee meeting. Prentice made the motion, which Ploucha seconded. With no objections or abstentions, the motion carried. The meeting adjourned at 8:24 AM.

Prepared by
 Tammy Kaser
 Operations Coordinator, SAMWA COG