



MEETING MINUTES
Thursday, March 25, 2021
9:30 AM

Zoom online meeting access:
<https://zoom.us/j/99581726711>
1-312-626-6799
Meeting ID: 995 8172 6711

Chief Elected Officials (CEOs)/COG Members Present:	Ilene Shapiro, Summit County Executive Colleen Swedyk, Medina County Commissioner
Summit & Medina Workforce Area Council of Governments (SAMWA COG) Staff Present:	Christine Marshall, Executive Director; Grace Glaubman, Policy, Procurement, and Performance Administrator, Tammy Kaser, Operations Coordinator
Area 2 Fiscal Agent Staff Present:	Diane Miller-Dawson, Director, County of Summit Department of Finance & Budget, Phil Montgomery, Deputy Director, County of Summit Department of Finance & Budget, and Chief Financial Officer, County of Summit Dept. of Job & Family Services; Tom Jalbert, Fiscal Operations Administrator, SCDJFS
Legal Counsel Present:	Deborah Matz, Law Director, County of Summit Dept. of Law, Insurance, & Risk Management
Workforce Development Board Members present:	Jessica Heid, WDB Chair

I. CALL TO ORDER

- a. Chair Shapiro called the meeting to order at 9:31 AM, via a video conferencing method as allowed for during the COVID-19 pandemic, suspending the rules for an in-person meeting.

II. INTRODUCTION

- a. Executive Shapiro welcomed everyone on the video conference call and asked for a roll call. Everyone on the call introduced themselves and were noted by Kaser in lieu of collecting a sign-in sheet.

III. APPROVE MINUTES OF PREVIOUS MEETING

- a. Commissioner Swedyk made a motion to approve the SAMWA COG's 1/28/21 meeting minutes. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried, and the 1/28/21 minutes were approved.

IV. REPORTS

- a. There were no reports to present.

V. UNFINISHED BUSINESS

- a. Director Marshall informed the SAMWA COG Board that the Ohio Department of Job and Family

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Services' WIOA Financial Review for the period of July 1, 2019 to December 31, 2020, which began on 12/3/2020, continues.

- b. Marshall informed those present that the Ohio Department of Job and Family Services Bureau of Monitoring Services' Comprehensive (Program) Monitoring Review for PY 2019/SFY 2020 (July 1, 2019 – June 30, 2020), which commenced 12/23/20, continues.

VI. NEW BUSINESS

- a. **Resolution 2021-03** approving adjustments made to the Personnel Policies and Procedures Manual of Ohio Local Workforce Area 2's Workforce Development Board (WDB), as related to the WDB's staff, under the ultimate authority of the Summit and Medina Workforce Area Council of Governments ("SAMWA COG") Board.
 - i. Marshall explained that the Personnel Policies Manual had not been updated since 2017, and changes include updates to reflect current FLSA, IRS, and Area 2 policies.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-03. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- b. **Resolution 2021-04** authorizing the Summit and Medina Workforce Area Council of Governments to accept the extension of the special allocation from the Ohio Department of Job and Family Services for the purpose of receiving United States Department of Labor National Health Emergency Dislocated Worker Grant funds, awarded to provide disaster-relief jobs and employment services to Ohioans affected by widespread opioid use, addiction, and overdose, in Summit and Medina Counties, extending the termination date of the special allocation from March 31, 2021 to March 31, 2022.
 - i. Marshall explained that of the \$11,000,000 grant received by the State of Ohio, the \$395,000 allocation received by Area 2 is being used to support temporary disaster relief positions in both Medina and Summit Counties, with \$140,000 already obligated as of February 2021. The extension of the grant through March 31, 2022 allows the Area to continue spending these funds but does not include an increase in funding. The opioid crisis in Ohio and in Area 2 seems to be exacerbated by the pandemic.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-02. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- c. Marshall informed the COG Board members that the four-year Regional and Local Plans for the Northeast Ohio Regional Workforce Areas, first submitted in 2017, are due for revision and resubmission to the Ohio Department of Job and Family Services on 5/31/2021. COG Staff have reviewed and revised the local plan, and the five Workforce Areas that comprise the Northeast Ohio Region have contracted the consulting services of Grace Kilbane to review and revise the Regional Plan. The Regional Plan and all five Local Plans will be made available online for public comment before submission to ODJFS.

VII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Marshall announced that Area 2 has been recognized by ODJFS as second in the State, of the 20 Workforce Areas, for number of enrollees in the CARES Act COVID-19 grant—just behind Cleveland-Cuyahoga, with a higher number than Columbus-Franklin or Cincinnati-Hamilton Workforce Areas.
- b. COG Board Members and Director Marshall discussed the effects of the COVID pandemic on current-year WIOA spending, as well as upcoming SFY 2022 cuts to Ohio's WIOA funding across all Workforce Areas. Marshall emphasized that to avoid sending current-year funding back to

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the State on June 30, in addition to several programmatic initiatives, funds can be moved from the Summit County WIOA budget to the Medina County budget, to increase Medina's lower funding levels, as Medina is already spending against next year's (SFY 22) Career Services funds.

- c. Commissioner Swedyk reminded the SAMWA COG Board that their next meeting will be held June 24, 2021 at 11:00 AM, via Zoom.

VIII. ADJOURNMENT

- a. Commissioner Swedyk made a motion to adjourn the meeting. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried, and the meeting was adjourned at 10:15 AM.

Prepared by: Tammy Kaser, Operations Coordinator, SAMWA COG