



MEETING MINUTES
Thursday, June 24, 2021
11:00 AM

Zoom online meeting access:
<https://zoom.us/j/93414986446>
1-646-558-8656
Meeting ID: 93414986446

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; Rich Freeman, County of Summit Dept. of Law, Insurance & Risk Management

I. CALL TO ORDER

- a. Chair Shapiro called the meeting to order at 11:02 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 3/25/21 meeting minutes. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried, and the 3/25/21 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 Services' WIOA Financial Review for the period of July 1, 2019, to December 31, 2020, which began on 12/3/2020, has concluded with no findings.

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- 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, has concluded. An exit meeting is scheduled for 6/28/21.

VI. NEW BUSINESS

- a. **Resolution 2021-05** to enter into an Intergovernmental Agreement with the County of Summit Department of Job and Family Services, for an initial one-year term, from 7/1/2021 to 6/30/2022, with automatic renewals for up to two years, for the purpose of reimbursing the Department for costs associated with cost allocation methods, including direct and indirect services, in an amount not to exceed \$215,000.00.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-05. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- b. **Resolution 2021-06** confirming the award by the Summit/Medina Workforce Development Board of Workforce Innovation and Opportunity Act youth funds for a Subrecipient agreement with Jobs for Ohio's Graduates (JOG), under the structure of the Comprehensive Case Management Employment Program (CCMEP), to provide youth services in Medina County, in an amount not to exceed \$255,000.00 for the period of 7/1/2021 to 6/30/2022, with two 12-month renewal options.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-06. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- c. **Resolution 2021-07** confirming the award by the Summit/Medina Workforce Development Board of Workforce Innovation & Opportunity Act funds for Subrecipient agreements with three Summit County service providers, under the structure of the Comprehensive Case Management Employment Program (CCMEP), to provide youth services in Summit County, in a total amount not to exceed \$571,165.92 for the period of 7/1/2021 to 6/30/2022, with two 12-month renewal options.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-07. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- d. **Resolution 2021-08** confirming the award of Workforce Innovation & Opportunity Act funds for a contractor agreement to Callos Resource, LLC, to provide payroll services to Comprehensive Case Management Employment Program youth enrolled in the Program's Work Experiences under the Act, in an amount of \$200,000.00 for the period of 7/1/2021 to 6/30/2022, with three (3) 12-month renewal options.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-08. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- e. **A Resolution 2021-09** authorizing the Summit and Medina Workforce Area Council of Governments to execute a Subgrant Agreement with the Ohio Department of Job and Family Services for workforce development programming in Ohio Local Workforce Area 2, received by the Council of Governments during State Fiscal Years 2022 and 2023 (7/1/2021 to 6/30/2023).

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- i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-09. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- f. **Resolution 2021-10** confirming the award by the Summit/Medina Workforce Development Board of a contractor agreement renewal (first of two) with the County of Summit Department of Job & Family Services to operate Ohio Local Workforce Area 2's comprehensive One-Stop Center, the OhioMeansJobs Summit County Center, in an amount not to exceed \$227,430.77, for the period of 7/1/2021 to 6/30/2022.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-10. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- g. **Resolution 2021-11** confirming the award by the Summit and Medina Workforce Area Council of Governments of a One-Stop Operator Services contract to United Labor Agency for the purpose of providing said services at the OhioMeansJobs Medina County Center, for the period beginning 7/1/2021 and ending 6/30/2022, with the option to renew said contract for two additional 12-month terms, in an amount not to exceed \$25,000.00.
 - i. Marshall confirmed for Executive Shapiro that the One-Stop Operator contract in Medina County serves the same purpose as the One-Stop Operator contract in Summit County, to provide operator services to the OhioMeansJobs center and facilitate effective collaboration among the various MOU partners at the center.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-11. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- h. **Resolution 2021-12** reappointing the Summit/Medina Workforce Development Board's Summit County appointees Mr. Jeff Bissell, Ms. Sharlene Chesnes, Mr. Malcolm Costa, Mr. Mark Derrig, Mr. Martin Helms, Ms. Amanda Hinkle, Ms. Maria Miller, Ms. Michelle Moran, and Mr. David Prentice to terms beginning July 1, 2021 and ending June 30, 2023.
 - i. Marshall confirmed for Executive Shapiro that there remains a Summit County vacancy on the WDB.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-12. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- i. **Resolution 2021-13** amending the five (5) year lease agreement between the Summit and Medina Workforce Area Council of Governments and the County of Summit, providing space for the operations of the SAMWA COG staff.
 - i. Marshall confirmed for Executive Shapiro that the term of the lease being amended began 4/1/2020, while the effective date of the amendment is 4/1/2021. Freeman confirmed that since the effective date of the amendment is stated in a clause of the resolution, it need not be stated in the preamble. The SAMWA COG Board decided that the original lease term dates would be omitted from the preamble of the signed resolution, to avoid confusion. As no motion had been made yet, Executive Shapiro reread the Resolution preamble, omitting the dates of the lease, to reflect the change in verbiage of the revised preamble, of the Resolution as it will be signed by the two Chief Elected Officials.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-13. Executive Shapiro seconded the motion. With no objections or abstentions, the motion

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carried.

- j. **Resolution 2021-14** adopting Workforce Area 2's Operating and Administrative Budgets for State Fiscal Year 2022, for the period beginning 7/1/2021 and ending 6/30/2022, as recommended by the Summit and Medina Workforce Development Board at their meeting held on 06/24/2021.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-14. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- k. **Resolution 2021-15** authorizing the inclusion of Goodwill Industries of Akron, Summit County Developmental Disabilities, Volunteers of America: Ohio and Indiana, Portage Lakes Career Center, Medina Career Center, Jobs for Ohio's Graduates, Serrato Corporation, Jefferson County Community Action Council, Ohio Guidestone, and the Summit and Medina Workforce Area Council of Governments as "Additional Partners", defined in The Workforce Innovation and Opportunity Act of 2014 (WIOA), Section 121(b)(2), to the State Fiscal Year 2022 and 2023 Local Workforce Area 2 One-Stop Partner Memorandum of Understanding (MOU).
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2021-15. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- l. Marshall informed those present that the U.S. Department of Labor's "enhanced desk review" of Area 2's COVID-19 grant commenced 6/21/21. The USDOL selected Area 2 for review as the Area's implementation of COVID-19 grant programming is second best among Ohio Workforce Areas. This is the first time Area 2 is being reviewed by the USDOL since the formation of the SAMWA COG structure.

VII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Commissioner Swedyk announced she will be unavailable to attend the SAMWA COG Board's next meeting scheduled for 10/7/21. An alternate date will be considered for 10/6/21 or later in October.

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 11:26 AM.

Prepared by:

Tammy Kaser, Operations Coordinator, SAMWA COG