

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
PERFORMANCE COMMITTEE MINUTES
OF
MONDAY, MAY 23, 2022**

Summit and Medina Workforce Area Council of Governments (SAMWA COG)
175 South Main Street, Suite 209
Akron, OH 44308

Microsoft Teams: [Click here to join the meeting](#)

Committee Members Present:	Matt Capozzi; Martin Helms (<i>virtual</i>); Marquita Mitchell; Michelle Moran, Performance Committee Chair
Committee Members Absent:	Sharlene Chesnes (<i>excused</i>); Robert DeJournett (<i>excused</i>); Jess Heid, WDB Chair (<i>excused</i>); Joan Pritchett (<i>excused</i>)
SAMWA COG Staff Present:	Grace Glaubman, Policy, Procurement, and Performance Administrator; Tammy Kaser, Operations Coordinator; Meghan Adair, Special Projects Manager
COG Legal Staff Present:	Colleen Sims, General Counsel, County of Summit Department of Law and Risk Management

I. CALL TO ORDER

- a. Chair Moran called the meeting to order at 3:37 PM. Those present introduced themselves and Kaser took attendance of those present in person and virtually.
- b. The Committee welcomed Colleen Sims, a new member of Legal Staff assisting Deb Matz in matters related to the Summit and Medina Workforce Area, and Meghan Adair, the new Special Projects Manager for the SAMWA COG.

II. APPROVAL OF MINUTES

- a. Moran made a motion to approve the committee’s 3/21/22 meeting minutes, which Capozzi seconded. The motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Kaser, with no objections or abstentions.

III. REPORTS

- a. Glaubman delivered Adult/Dislocated Worker Provider Performance Reports for SFY 2022/PY 2021, July 2021 – April 2022
 - i. In Summit County, 492 placements have been made so far for the program year; 16% of placements have been in Transportation & Warehousing, 24% in Manufacturing, and 13% in Professional and Business Services; the average hourly wage for all placements YTD is \$19.97; 114 Individual Training Accounts have been written, with 32 completed successfully and 86 working, all in their field of training; 77 On-the-Job Training Plans have been written so far; the average starting wage for OJT employees is \$19.97/hour, with an average end wage of \$22.17; 94% of OJT trainees are making over \$15.00/hour and Area 2 will be increasing the minimum hourly rate for OJT to \$15.00/hour from \$13.00/hour, beginning 7/1/2022.

- Helms and Capozzi asked if Area 2 OJT policy requires that employers offer benefits, and suggested including the total compensation package as part of the minimum compensation requirement. Capozzi expressed concern that employers might reduce the total value of their compensation package to make up for increasing the hourly wage to meet the minimum to qualify for OJT wage reimbursement. Glaubman clarified that current OJT policy does require that employers offer some kind of benefits package but does not require them to report the value of the benefits package.
- ii. In Medina County, 217 placements have been made so far this program year; the average wage for jobseeker placements is \$20.06 per hour; 18% of placements have been in Healthcare, 19% in Manufacturing, 14.5% in Transportation & Warehousing, 14.5% in Professional & Business Services; 23 ITA's have been written with 10 completed successfully and 0 unsuccessful so far, 90% of those who completed an ITA are working, and 78% of those, are working in their field of training; 10 OJT Plans have been written with an average starting wage of \$19.40/hour and an average end wage of \$22.29/hour, and 100% of OJT trainees are making over \$15.00/hour.

IV. OLD BUSINESS

- a. Glaubman informed the Committee members that the Ohio Department of Job and Family Services (ODJFS) Program Year 2020 (7/1/2020-6/30/2021) WIOA monitoring, which commenced 12/14/21 with an on-site review of Adult, Dislocated Worker, and Youth files at the OhioMeansJobs Medina County Center, has concluded, and resulted in two Continuous Improvement Plans related to the timely and accurate updating of information in OWCMS (now ARIES), and to the appearance of client names in the files of other clients. The proposed plans for improvement in these areas have been accepted and approved by the State, and the monitoring is now resolved.

V. NEW BUSINESS

- a. Glaubman reminded the Committee members that the four current CCMEP Youth Services contracts in both counties end on 6/30/22, each with two options to renew for an additional State Fiscal Year. The amounts of the renewal contracts have not changed from the original contract for SFY 2022. In order to approve the renewals, the Committee will need to make a motion to recommend each contract's renewal to the Workforce Development Board.
 - i. Moran made a motion to recommend to the Workforce Development Board the first of two available renewals of the contract with Jobs for Ohio's Graduates in the amount of \$255,000.00 in WIOA funding to continue providing WIOA Youth services in Medina County for the period beginning 7/1/2022 and ending 6/30/2023. Capozzi seconded the motion, and Mitchell abstained from voting due to a conflict of interest. With no other abstentions or objections, the motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Kaser.
 - ii. Moran made a motion to recommend to the Workforce Development Board the first of two available renewals of the contract with Jobs for Ohio's Graduates in the amount of \$392,406.19 in WIOA funding to continue providing WIOA Youth services in Summit County for the period beginning 7/1/2022 and ending 6/30/2023. Capozzi seconded the motion, and Mitchell abstained from voting due to a conflict of interest. With no other abstentions or objections, the motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Kaser.
 - iii. Moran made a motion to recommend to the Workforce Development Board the first of two available renewals of the contract with Goodwill Industries in the amount of \$20,000.00 in WIOA funding to continue providing WIOA Youth services in Summit County

- for the period beginning 7/1/2022 and ending 6/30/2023. Capozzi seconded the motion, and the motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Kaser, with no objections or abstentions.
- iv. Moran made a motion to recommend to the Workforce Development Board the first of two available renewals of the contract with OhioGuidestone in the amount of \$158,759.73 in WIOA funding to continue providing WIOA Youth services in Summit County for the period beginning 7/1/2022 and ending 6/30/2023. Capozzi seconded the motion, and the motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Kaser, with no objections or abstentions.
- b. Glaubman informed the Committee members that the current One-Stop Operator contracts in Summit & Medina also end on 6/30/2022, each with the option to renew for SFY 2023. The amount of the Summit County contract has been increased by \$2,000.00 from the amount of the original contract, due to staff changes and salary increases. The Medina renewal is for the same amount as the original contract. In order to approve the renewals, the Committee will need to make a motion to recommend each contract's renewal to the Workforce Development Board.
 - i. Moran made a motion to recommend to the Workforce Development Board the first of two available renewals of the contract with United Labor Agency in the amount of \$25,000.00 in Medina MOU Partner funding to continue providing One-Stop Operator services in Medina County for the period beginning 7/1/2022 and ending 6/30/2023. Capozzi seconded the motion, and the motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Kaser, with no objections or abstentions.
 - ii. Moran made a motion to recommend to the Workforce Development Board the second of two available renewals of the contract with Summit County Department of Job and Family Services in the amount of \$230,000.00 in Summit MOU Partner funding to continue providing One-Stop Operator services in Summit County for the period beginning 7/1/2022 and ending 6/30/2023. Capozzi seconded the motion, and the motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Kaser, with no objections or abstentions.
- c. Glaubman reminded those present that the current WIOA Adult & Dislocated Worker Career Services contract with United Labor Agency to provide services in both counties ends 9/30/22. Since she will be on parental leave June—August, there will not be time to conduct a procurement process for a new contract beginning 10/1/22, the start of the new Federal Fiscal Year. Therefore, at meetings held in September or October, the Board will extend the current contract by three months, which will allow time to procure a new contract beginning 1/1/23.
 - i. Glaubman clarified for the Committee Members that the Career Services contract is one contract with two budgets in order to provide services for both counties, and that ULA's performance has been sufficient to support a three-month extension. She reminded the Committee that procurement is not required for the WIOA A/DW Career Services contract although it has been common practice in Area 2 over the last few years.
- d. Glaubman reminded the Committee Members that PY 2022/2023 WIOA Performance Standard Negotiations with the State of Ohio are coming up, and informed those present that Area 2 has requested an extension due to her absence June-August this year. Most of the standards proposed by the State for PY22-23 are lower than those for PY21, due to the effects of the COVID-19 pandemic. The few proposed standards that are higher are based on Area 2's exceeding the PY21 standards.
 - i. Moran asked why the standard for measurable skills gain seems to be difficult for Area 2 to consistently meet. Glaubman reminded the Committee that both measurable skills gain and credential attainment are measures that had not had a set performance standard to meet until recently, and documenting successes has proven a challenge for the providers and lead agencies responsible for reporting performance data.

VI. GOOD OF THE ORDER

- a. Moran reminded the Committee that the next WDB Regular meeting will be held at 8:00 AM on Thursday, June 23, 2022, at the Radisson Hotel, Akron Fairlawn, and virtually via MS Teams.

VII. ADJOURNMENT

- a. Moran made a motion to adjourn the meeting, which Capozzi seconded. The motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Kaser, with no objections or abstentions. The meeting adjourned at 4:08 PM.

Prepared by

Tammy Kaser

Operations Coordinator, SAMWA COG