



MEETING MINUTES
Wednesday, July 6, 2022
2:00 PM

Radisson Hotel - Akron Fairlawn
200 Montrose West Avenue, Akron, OH 44321

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; Tammy Kaser, Operations Coordinator, Meghan Adair, Special Projects Coordinator
Area 2 Fiscal & Sub Fiscal Agent Staff Present:	Tom Jalbert, Fiscal Operations Administrator, SCDJFS; Diane Miller Dawson, Director, County of Summit Dept. of Community & Economic Development; Phil Montgomery, Director, County of Summit Dept. of Finance & Budget
Legal Counsel Present:	Deborah Matz, Law Director, County of Summit Dept. of Law, Insurance, & Risk Management, Colleen Sims, Attorney, County of Summit Dept. of Law & Risk Management

I. CALL TO ORDER

- a. Chair Shapiro called the meeting to order at 2:07 PM.

II. INTRODUCTION

- a. Executive Shapiro welcomed everyone. Introduction of Attorney Sims and Meghan Adair as new employees and what they do for the SAMWA COG. Discussion of how the SAMWA COG was formed.

III. APPROVE MINUTES OF PREVIOUS MEETING

- a. Commissioner Swedyk made a motion to approve the SAMWA COG's 3/31/22 meeting minutes. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried, and the 3/31/22 minutes were approved.

IV. REPORTS

- a. There were no reports to present.

V. UNFINISHED BUSINESS

- a. Marshall informed those present that per a letter dated 5/18/22 from the Ohio Department of Job and Family Services (ODJFS) Office of Fiscal and Monitoring Services, their PY 20 Workforce Innovation Opportunity Act (WIOA) program monitoring which commenced 12/13/21 and reviewed only Medina files, is officially completed and there were no findings.
- b. Marshall updated those present on the status of the ODJFS' WIOA Fiscal Monitoring Review, which commence on 1/20/22 and reviewed financials for the period of July 1, 2021 to December

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31, 2021 has been completed with an exit meeting scheduled for 7/11/22. Montgomery asked Jalbert if there was an indication of any findings. Jalbert responded that ODJFS has indicated there will be one verbal recommendation and one non-significant item. Commissioner Swedyk stated that this is a good monitoring result with only two minor items.

- c. Marshall informed those present that our accounting firm Julian & Grube filed Area 2 CY 2021 basic financial statements with Auditor of State (AOS) on 5/29/22.
- d. Marshall gave an update on the status of a special grant she secured from ODJFS in the amount of \$97,200 on 11/16/2021, for a “working age adults” research project for Medina, Portage & Summit Counties. She explained when the grant was obtained this was initially a joint effort with ConxusNEO and the Greater Akron Chamber (GAC). The research footprint has been expanded by the Fund for Our Economic Future to include eight additional northeast Ohio counties. Research across all 11 counties utilized the same survey tool developed with firm, Center for Marketing & Opinion Research (CMOR). The project is now referred to/branded as *Where Are the Workers (WATW)?*
 - i. Greater Akron Surveys commenced 2/13/22; completed 4/30/22; and a report received 5/6/22. 800 surveys were completed for each of the three counties. Final research for Greater Akron involves five Focus Groups which began 6/20/22 and end this week.
 - ii. Presentations to date:
 - 1. 4/7/22 Marshall invited by the Ohio Workforce Association (OWA) to make a presentation with preliminary findings to OWA members, ODJFS director and his leadership team, & Governor’s Office of Workforce Transformation;
 - 2. 5/19/22 Marshall made a joint session presentation at the Ohio Job & Family Services Director’s Association’s (OJFSDA) annual Spring Conference;
 - 3. 5/20/22 Marshall made a joint presentation to the Ohio Economic Development Institute’s current class;
 - 4. 6/2/22 Marshall made a presentation to the Portage County Commissioners and members of the public; and
 - 5. Holding August dates for two state-level presentations 1) CCAO and 2) Area 14 & their Jobs Ohio team.
 - iii. Greater Akron Press coverage: Record Courier 6/5/22; Akron Beacon Journal 6/17/22;
 - iv. Virtual Community rollout with ConxusNEO and GAC date TBD late July or early August; and
 - v. Website updates/links with project findings in development. The Fund’s website will be the lead site. Executive Shapiro asked that the data secured with public money be linked to the County’s website and to work with her communications team; wants businesses to be able to access easily and should be linked on the Summit for Success site too. Further, she stated this was a great use of public funds.

VI. NEW BUSINESS

- a. Marshall informed members of the COG that ODJFS announced on 6/15/22 the US DOL COVID-19 Grant has been extended through 6/30/2023, giving us an additional year to spend the funds. Marshall emphasized that we have used most of this money for skills training efforts.
- b. Marshall announced the Auditor of State (AOS) announced on 6/15/22 they will begin their CY 2021 annual audit of Area 2 financials in mid-July.
- c. Executive Shapiro then turned the attention of the meeting to the reading and adoption of the following resolutions:

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- d. **Resolution 2022-04** authorizing the Summit and Medina Workforce Area of Council of Governments to appropriate to the Area 2 Calendar Year 2022 budget, Workforce Innovation Opportunity Act funds totaling \$475,000.00, for various obligations and expenditures as recommended by the Summit and Medina Workforce Development Board at their regular meeting held on June 23, 2022.
 - i. Jalbert briefly explained this is a housekeeping item to appropriate more funding to the COG's annual budget to account for the new position hired in April to have sufficient funds encumbered until the end of the county calendar year budget on 12/31/22.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2022-04. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- e. **Resolution 2022-05** adopting Workforce Area 2's Operating and Administrative Budgets for State Fiscal Year 2023 as recommended by the Summit and Medina Workforce Development Board at their meeting held on June 23, 2022.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2022-05. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- f. **Resolution 2022-06** authorizing the Summit and Medina Workforce Area Council of Governments to enter into a contract with Hope Recovery Community (HRC) to support funding of temporary disaster-relief employment, funded through a United States Department of Labor National Health Emergency Dislocated Worker Grant awarded to the Ohio Department of Job and Family Services, and passed through to Ohio's Workforce Area 2 in an amount not to exceed \$75,000.00 for the period beginning on the date of hire of the first position filled and ending March 31, 2024.
 - i. Marshall explained how the use of Peer Recovery coaches under this contract with HRC will help persons fighting opioid addiction.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2022-06. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- g. **Resolution 2022-07** authorizing the Summit and Medina Workforce Area Council of Governments to enter into a contract with Summit County Public Health (SCPH) to support funding of temporary disaster-relief employment, funded through a United States Department of Labor National Health Emergency Dislocated Worker Grant awarded to the Ohio Department of Job and Family Services, and passed through to Ohio's Workforce Area 2 in an amount not to exceed \$107,935.83 for the period beginning on the date of hire of the first position filled and ending March 31, 2024.
 - i. Marshall explained how the use of an Employment Substance Abuse Network Coordinator under this contract with SCPH will help Summit County employers become recovery friendly workplaces.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2022-07. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

- h. **Resolution 2022-08** authorizing the first renewal of two awarded by the Summit and Medina Workforce Development Board of Workforce Innovation Opportunity Act (WIOA)

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funds for three (3) Subrecipient Agreements with Summit County service providers, under the State of Ohio's Comprehensive Case Management Employment Program (CCMEP) model, to provide WIOA youth services for the period of 7/1/2022 to 6/30/2023, with one remaining renewal option.

- i. Marshall reviewed with the COG members which organizations are the Summit County CCMEP youth providers.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2022-08. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.
- i. **Resolution 2022-09** authorizing the first renewal of two awarded by the Summit and Medina Workforce Development Board of Workforce Innovation Opportunity Act (WIOA) funds for a Subrecipient Agreement with Jobs for Ohio's Graduates (JOG), under the State of Ohio's Comprehensive Case Management Employment Program (CCMEP) model, to provide WIOA youth services for the period of 7/1/2022 to 6/30/2023, with one remaining renewal option.
- i. Marshall reviewed with the COG members which organization is the Medina County CCMEP youth provider.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2022-09. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.
- j. **Resolution 2022-10** confirming the award by the Summit/Medina Workforce Development Board of a contractor agreement renewal (second 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 \$230,000.00, for the period of 7/1/2022 to 6/30/2023.
- i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2022-10. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.
- k. **Resolution 2022-11** adopting additions to the Summit/Medina Workforce Area Council of Governments ("SAMWA COG") Personnel Policy Manual to include adjustments to compensatory time and the addition of remote work.
- i. Marshall explained the language was not clear in the manual for how compensatory time is accrued and used. Additionally, the adoption of a remote work policy was necessitated by the COVID-19 pandemic.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2022-11. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried.

VII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. COG Staffing updates:
 - i. Marshall thanked Tammy Kaser, Operations Coordinator for three years and wished her and her fiancée well as they relocate to Cincinnati. Kaser's employment with us will end on 7/8/22.
 - ii. Marshall announced Grace Glaubman, Policy, Procurement & Performance Administrator & her husband Matthew welcomed their first child Nora Olivia born on 6/6/22. Glaubman will be out of the office for 12 weeks.
 - iii. Marshall gave RESEA Team member updates:

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1. We welcome Jai'Zelle Wilson, hired for Summit OhioMeansJobs location, start date 7/7/22 as a RESEA Workforce Services Representative
 2. We made an offer made to Susan Rospotynski for the Medina OMJ location, with a start date TBD, also as a RESEA Workforce Services Representative
- b. For the Good of the Order, a robust conversation with Executive Shapiro and Commissioner Swedyk took place concerning how our system is adjusting to the way to serve the job seekers and employers seeking our assistance. During the conversation, we reviewed WIOA's training programs: Individual Training Accounts, On-the-Job Training and Incumbent Worker Training requirements. Marshall stated we are seeing an increase in requests for skills training from customers and currently have a waiting list. Marshall and Dawson-Miller cited their recent conversation about how many employers are requesting training dollars after BRE visits. Marshall cited some of the data collected from the WATW research project as the current trends for adjusting on the ground level of providing workforce development services. Executive Shapiro suggested we collect our successes and find a manner to highlight them. Marshall mentioned how both job seeker and employer stories are being captured and featured on our website.
- c. Executive Shapiro reminded those present that the next meeting of the SAMWA COG Board will be held on 10/05/22 at 10:00 AM, at the Radisson Hotel Akron-Fairlawn in the Buckeye Room.

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 2:48 PM.

Prepared by:

Christine G. Marshall

Executive Director, SAMWA COG