

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
ONE-STOP OPERATIONS COMMITTEE MEETING
AGENDA
MONDAY, NOVEMBER 14, 2022
8:00 AM**

In-person location:

OhioMeansJobs Medina County
72 Public Square, 1st Floor
Medina, OH 44256

Virtual location:

[Click here to join the meeting](#)

Or call in (audio only)

+1 321-710-8464

Phone Conference ID: 875 846 781#

I. Introductions

- A. Introduction of members, staff, and guests

II. Approval of Minutes

- A. Motion to approve the One-Stop Operations Committee 02/28/22 meeting minutes **(attachment 1)**
- B. Motion to approve the One-Stop Operations Committee 04/25/22 Special meeting minutes **(attachment 2)**

III. Reports

- A. One-Stop Manager Updates
 - i. Angela Smith, Medina
 - ii. Ralph Sinistro, Summit

IV. Old Business

- A. One-Stop Phase II certification implementation of action items update
 - i. Partner Referral Project update (Sinistro)
 - ii. Partner On-Boarding process update (Smith)
 - iii. One-Stop Operator Operations Guide update (Sinistro/Smith)
 - iv. One-Stop Emergency Procedures Manual update (Sinistro/Smith)
- B. Update: Phase III Certification (Marshall)
- C. Oversight/Monitoring One-Stop Operator (Glaubman)

V. New Business

- A. PY 2022/SFY 2023 Partner MOU (Adair)

VI. Good of the Order

- A. Reminder of upcoming meetings:
 - i. Regular WDB meeting
 - o 8:00 AM, Thursday, December 8, 2022, *Radisson Hotel Akron Fairlawn Blossom Room/Teams*

VII. Adjournment