

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD**  
**REGULAR MEETING**  
**THURSDAY, JUNE 29, 2023**  
**8:00 AM**

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In-person location:  
Radisson Hotel-Akron Fairlawn  
200 Montrose West Avenue, Akron, OH 44321

[Click here to join the meeting](#)

Meeting ID: 277 417 389 028

Passcode: dqY7Pt

+1 321-710-8464

Phone Conference ID: 511 013 875#

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**I. CALL TO ORDER**

**II. INTRODUCTION**

- a. Welcome: WDB members, WDB staff, and guests.
  - i. Kelly Smerek, will take WDB members roll call to record attendance.
    - 1. All non-members attending the meeting are asked to email [kelly.smerek@workforcearea2.org](mailto:kelly.smerek@workforcearea2.org) to be recorded in the minutes as present

**III. APPROVE MINUTES OF PREVIOUS MEETING**

- a. Discussion of minutes from the 03/23/23 WDB Regular meeting (**attachment 1**)
  - i. **Motion** to approve the WDB's 03/23/23 meeting minutes

**IV. REPORTS**

- a. Executive Committee Report (Bissell)
  - i. Summary of the 05/03/23 meeting
- b. Finance Committee Report (Esposito)
  - i. Summary of the 06/16/23 meeting
    - 1. Fiscal Reports (Jalbert)
      - a. Financial status and budgeted expenditures
        - i. Area 2 Financials as of 5/31/2023 (**attachment 2**)
        - ii. SFY 2023 Program & Administrative Budget Expenditures. RESEA, & Special Projects as of 5/31/2023 (**attachment 3a-e**)
      - b. PY 2023/SFY 2024 Area 2 WIOA Allocations (**attachments 4a – d**)
      - c. Discussion of SFY 24 budget and recommendation to present to the SAMWA COG at the 6/29/2023 meeting (**attachments 5a-d**)
        - i. **Motion** to recommend to the SAMWA COG Board to adopt the SFY 2024 program and administrative operating budgets. (Bissell)
- c. One-Stop Operations Committee Report (Pritchett)
  - i. Summary of the 5/15/2023 meeting
  - ii. Summary of the 6/12/2023 meeting
    - 1. SFY 2024 One-Stop Operator MOU Partner-Funded Contract Awards (July 1, 2023 – June 30, 2024).

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### REGULAR MEETING

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- a. **Motion** to recommend to the SAMWA COG a Medina County One-Stop Operator contract, second of two renewals, totaling \$25,000.00 to United Labor Agency.
  - b. **Motion** to recommend to the SAMWA COG, Summit County One-Stop Operator contract, third of three renewals, totaling \$226,767.93 to the Summit County Department of Job and Family Services.
- d. Performance Committee Report (Capozzi)
- i. Summary of the 6/22/2023 meeting
    1. Performance Reports (Glaubman)
      - a. Local Area Performance Reports
        - i. WIOA Career Services performance data for Medina & Summit SFY 2023, July 2022 through May 2023 (**attachments 6a-d**)
        - ii. PY 22/SFY 23 State of Ohio Unadjusted Weekly WIOA Performance Report (**attachment 7**)
        - iii. PY 22/SFY 23 State of Ohio Unadjusted Weekly CCMEP Performance Report (**attachment 8**)
      - b. SFY 2024 Workforce Innovation and Opportunity Act (WIOA) Youth Contract Awards (July 1, 2023 – June 30, 2024) under the State’s Comprehensive Case Management and Employment Program (CCMEP), dually funded with TANF.
        - i. **Motion** to recommend to the SAMWA COG a Medina County WIOA Youth contract, second of two renewals, totaling \$255,000.00 to Jobs for Ohio’s Graduates.
        - ii. **Motion** to recommend to the SAMWA COG, Summit County WIOA Youth contracts, second of two renewals totaling \$613,691.92 combined to:
          1. Jobs for Ohio’s Graduates (\$419,206.19);
          2. OhioGuidestone (\$174,485.73); and
          3. Goodwill Industries of Akron (\$20,000.00).
      - c. SFY 2024 WIOA Adult and Dislocated Worker Career Services Contract Award (July 1, 2023 – June 30, 2024).
        - i. **Motion** to recommend to the SAMWA COG an Area 2 WIOA Adult and Dislocated Worker Career Services contract, totaling \$1,941,000.00, to the United Labor Agency, with no renewals.
    2. Special Projects Reports (Adair)
      - a. Covid-19 grant status (**attachment 9**)
      - b. Business Retention Network (BRN) grant projects (**attachment 10**)
      - c. Fresh Start Opioid Prevention grant projects (**attachment 11**)
    3. RESEA Report (Adair) (attachment 12)
- V. **UNFINISHED BUSINESS**
- a. Julian & Grube, Inc., our CPA firm filed our CY 2022 annual financial report on 5/17/2023
  - b. ODJFS notification that modifications to the Regional and Local plans are due 5/3/2023
  - c. WDB Summit members terms ending 6/30/2023; Reappointment at today’s COG meeting

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**VI. NEW BUSINESS**

- a. ODJFS is monitoring for Summit County Area 2 WIOA/CCMEP Onsite Program Review on 07/06/2023 for the period of 07/01/2021 through 06/30/2023 (2 years)
- b. Auditor of State (AOS) announced on 6/27/23 they will begin their CY 2022 annual audit of Area 2 financials in mid-July
- c. Received notice from ODJFS June 1, 2023 SFY24 Business Resource Network (BRN) subgrant award letter **(attachment 13)**

**VII. GOOD OF THE ORDER/ANNOUNCEMENTS**

- a. Director Matt Damschroder from Ohio Department of Jobs and Family Services visited Ohio Means Jobs Medina on 06/22/2023.
- b. SAMWA COG Board held its first meeting of 2023 on 3/23/2023, passing five Resolutions, posted on our summitmedinaomj.org website
- c. Letters of Support requested since the last WDB meeting:
  - i. 3/17/2023, for Jefferson County Community Action Council's application made to US Department of Labor for the Pathway Home grant to provide re-entry services for incarcerated people; and
  - ii. 4/6/2023, for Northeast Ohio Consortium Council of Governments' application made to Team NEO's application to US Department of Labor for the QUEST grant to strengthen Ohio's Broadband and 5G workforce; and
  - iii. 6/2/2023, Joint letter to the Honorable Emilia Strong Sykes, Congresswoman for Ohio's 13<sup>th</sup> District requesting Congress help make Broadband affordable.
- d. May 2023 Unemployment Rates **(attachment 14)**
- e. Next WDB meeting October 5, 2023, 8:00 AM – at the Radisson, virtual & teleconference options

**VIII. ADJOURNMENT**