

**SUMMIT MEDINA WORKFORCE DEVELOPMENT BOARD
PERFORMANCE COMMITTEE MINUTES
ON
THURSDAY, JUNE 22, 2023**

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, Performance Committee Chair; Martin Helms (<i>virtual</i>); Marquita Mitchell; Sharlene Chesnes; Michelle Moran (<i>virtual</i>); Joan Pritchett (<i>virtual</i>)
Committee Members Absent:	Jess Heid, WDB Chair (<i>excused</i>); Joan Pritchett (<i>excused</i>)
SAMWA COG Staff Present:	Grace Glaubman, Deputy Director; Christine Marshall, Executive Director; Kelly Smerek, Operations Coordinator

I. CALL TO ORDER

- a. Capozzi called the meeting to order at 9:01 AM. Those present introduced themselves and Smerek took attendance of those present in person and virtually.

II. APPROVAL OF MINUTES

- a. Mitchell made a motion to approve the Committee’s 03/20/23 meeting minutes, which Chesnes seconded. The motion passed by a roll call vote of committee members present in person and virtually, recorded by Smerek, with no objections or abstentions.

III. REPORTS

- a. Glaubman delivered Adult/Dislocated Worker Provider Performance Reports for PY 2022 July-May YTD.
 - i. Medina has made 366 placements YTD
 - o The most common industries for placements were transportation and warehousing (18%), manufacturing (16%), professional/business services (15%), and healthcare (15%).
 - o The average wage YTD was \$20.41.
 - o 5 ITAs and 12 OJT plans have been written thus far.
 - ii. Summit has made 538 placements YTD
 - o The most common industries for placements were manufacturing (17%) and transportation and warehousing at (17%), and professional/business services (14%).
 - o The average wage YTD was \$19.61.
 - o 44 ITAs and 29 OJT plans have been written thus far.
 - iii. The monthly performance report template will be changing for SFY 2024
 - o The report will now have space for information on transitional jobs and incumbent worker training. Sections for demographic information will be removed from the monthly report as the State already provides this information to the local areas on a quarterly basis.

IV. OLD BUSINESS

- a. SFY 2024/PY 2023 WIOA Adult and Dislocated Worker Career Services Request for Proposals (RFP) and contract offer
 - i. The current provider and first to submit a proposal was United Labor Agency; they have been the provider for a number of years. They are also the One Stop Operator in Medina County. The second provider to responded was Dynamic Workforce Solutions, based out of Wisconsin.
 - ii. It is not required by WIOA to competitively procure Adult and Dislocated Worker Career Services, but competitive procurement is done as a best practice in Area 2.
 - iii. Proposals were solicited from five other organizations on the Area 2 approved bidders list with no response.
 - iv. The evaluation committee was made up of Glaubman, Helms, Chesnes, and Capozzi and met on May 31, 2023 to discuss the responses and make a recommendation.
 - v. Motion to recommend to the WDB a one-year contract offer to United Labor Agency in an amount not to exceed \$1,417,000 in WIOA funding for Adult and Dislocated Career Services in Summit County
 - o Chesnes made the motion, and Helms seconded. The motion passed by a roll call vote of committee members present in person and virtually, recorded by Smerek, with no objections or abstentions.
 - vi. Motion to recommend to the WDB a one-year contract offer to United Labor Agency in an amount not to exceed \$524,000 in WIOA funding for Adult and Dislocated Career Services in Medina County
 - o Helms made the motion, and Mitchell seconded. The motion passed by a roll call vote of committee members present in person and virtually, recorded by Smerek, with no objections or abstentions.

V. NEW BUSINESS

- a. SFY 2024/PY 2023 CCMEP WIOA Youth Summit and Medina contract renewals
 - i. Motion to recommend contract renewals to the WDB
 - o Medina County: Jobs for Ohio's Graduates in the amount of \$255,000 WIOA funding
 - Helms made the motion, and Chesnes seconded. The motion passed by a roll call vote of committee members present in person and virtually, recorded by Smerek, with no objections or abstentions.
 - o Summit County:
 - Jobs for Ohio's Graduates in the amount of \$419,206.19 WIOA funding
 - Goodwill Industries of Akron, Inc. in the amount of \$20,000 WIOA funding
 - OhioGuidestone in the amount of \$174,485.73 WIOA funding
 - i. Chesnes made the motion, and Mitchell seconded. The motion passed by a roll call vote of committee members present in person and virtually, recorded by Smerek, with no objections or abstentions.
- b. Glaubman informed the Committee of the Area 2 On-the-Job Training Policy required minimum wage change from \$15.00 per hour to \$17.00 per hour. A review of the minimum wage requirement is done every few years to ensure that OJT is being utilized by employers who are able to provide a living wage to OJT employees.

- c. WIOA Programmatic Monitoring and ARIES
 - i. Glaubman informed the Committee that the ODJFS Office of Workforce Development (OWD) sent a memo to the local workforce areas on June 8, 2023, confirming that any issues observed during PY 2022 State programmatic monitoring as a result of the transition from OWCMS to ARIES will not be required to have a continuous improvement plan implemented.
- d. State of Ohio PY 2021-2022 WIOA/CCMEP Program Review – Summit County
 - i. Programmatic monitoring and data validation of WIOA Adult/Dislocated Worker and CCMEP Youth services in Summit County will commence with an entrance conference on July 5, 2023.
 - ii. The State is reviewing two program years during this monitoring, covering the period between July 1, 2021 and June 30, 2023.

VI. GOOD OF THE ORDER

- a. Marshall let the Committee know that longtime member Robert DeJournette has stepped down.
- b. Capozzi reminded the Committee that the next full WDB meeting will be held at 8:00 AM on Thursday, June 29, 2023, at the Radisson Hotel Akron Fairlawn, and virtually via MS Teams.

VII. ADJOURNMENT

- a. Chesnes made a motion to adjourn the meeting, which Mitchell seconded. The motion passed by a roll call vote of Committee members present in person and virtually, recorded by Smerek, with no objections or abstentions. The meeting adjourned at 10:01 AM.

Prepared by

Kelly Smerek

Operations Coordinator, SAMWA COG