

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD  
ONE-STOP OPERATIONS COMMITTEE MEETING MINUTES  
MONDAY, AUGUST 14, 2023**

In-person location:

OhioMeansJobs Summit County  
1040 East Tallmadge Avenue  
Akron, Ohio 44310

Virtual location:

[Click here to join the meeting](#)

**Or call in (audio only)**

+1 321-710-8464

Phone Conference ID: 885 924 685#

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**Committee Members Present:** William Moore (*virtual*); Joan Pritchett, One-Stop Committee Chair; Paul Ratcliff; Malcom Costa; Bethany Dentler

**Absent:** Sharlene Chesnes; Patricia Dempsey

**SAMWA COG Staff Present:** Meghan Adair, Special Projects Manager; Christine Marshall, Executive Director; Kelly Smerek, Operations Coordinator

**Absent:** Grace Glaubman, Deputy Director

**One-Stop Operator Staff Present:** Ralph Sinistro, CSDJFS/SCOMJ; Angela Smith, ULA/MCOMJ (*virtual*)

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**I. CALL TO ORDER**

- a. Chair Pritchett called the One-Stop Committee meeting to order at 8:03 AM. Those present introduced themselves with Smerek taking attendance of those present in person and appearing virtually.

**II. APPROVAL OF MINUTES**

- a. Chair Pritchett requested a motion to approve the One-Stop Operations Committee meeting minutes of 05/15/23. Costa made the motion which was seconded by Dentler. The motion was passed by a roll call vote of One-Stop Committee Members present in person and virtually, recorded by Smerek, with no objections or abstentions.

**III. REPORTS**

- a. Pritchett turned the meeting over to Marshall to review the Oversight/Monitoring One-Stop Operator reports; she displayed some foot traffic reports generated from the County Financial Information System (CFIS). She first reviewed the Medina County OMJ center from July 2022 through June 2023. citing total of 975 customer visits with the most frequent reason for visiting was to attend a job search workshop, WIOA orientation or a WIOA staff appointment. 284 of the 975 visits were with new customers. Also of note is the Medina partners made 108 referrals to each other. In Summit County, it was reported a total of 6,404 visits from 3,575 clients; the main reason for visiting is attending a job fair; attending a WIOA career workshop and using the Resource Room.
- b. Pritchett turned the meeting over to Operator Smith for her Medina County OMJ activity report. Smith built upon Marshall's foot traffic report noting that August 2022 remains the highest number of visits; totaling 215 from 101 unique customers; Smith mentioned that the building construction is completed providing less obstruction for clients entering the facility. Operator Sinistro began his noting the unemployment rate for Summit County is 3.8%. Summit OMJ continues to assist a large percentage of individuals with unemployment navigation and noted the partner staff has signed off as understanding how to provide "meaningful assistance" to UI customers as defined by the State. Sinistro informed the committee that the partner, "Volunteers of American" through their homeless initiatives grant created a

joint operations guide for Summit and Medina counties about working with Veterans. Sinistro shared the stats from the Rubber City Radio Group's June job fair with 35 companies and 91 job seekers on site; ; another hiring event is planned for September 6, 2023. On August 31, the WIOA Career Services team has planned a job fair for the former employees of Yellow Freight.

**IV. OLD/UNFINISHED BUSINESS**

- a. Pritchett asked for an update on the status of the SFY 2024 & 2025 Partner MOU. Marshall and Adair shared with the committee a copy of the 2024/2025 Area 2 MOU with the intent that the committee will have a better understanding of the purpose of a partner system for workforce development services. Additionally, the process for creating a budget was discussed and the use of a FTE (Full Time Equivalency); Marshall highlighted the budget line items and how that is shared with the partners.

**V. NEW BUSINESS**

- a. N/A

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

- a. Pritchett reminded the Committee members of upcoming meetings:
  - i. Regular WDB meeting
    - o 8:00 AM, Thursday, October 5, 2023 *Radisson Hotel Akron Fairlawn Blossom Room/Teams*

**VII. ADJOURNMENT**

- a. Chair Pritchett requested a motion to adjourn the meeting. Dentler made the motion which Ratcliff seconded. The motion was 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 9:07 AM.

Prepared by

*Kelly Smerek, Operations Coordinator*