



**MEETING MINUTES**  
**Thursday, December 15, 2023**  
**9:30 AM**

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Chief Elected Officials (CEOs)/COG Members Present:	Brian Nelsen, Summit County Chief of Staff as designated proxy for Ilene Shapiro, Summit County Executive Colleen Swedyk, Medina County Commissioner
Summit & Medina Workforce Area Council of Governments (SAMWA COG) Staff Present:	Meghan Adair, Special Projects Manager; Christine Marshall, Executive Director; Kelly Smerek, Operations Coordinator; Grace Glaubman, Deputy Director
Area 2 Fiscal & Sub Fiscal Agent Staff Present:	Tom Jalbert, Fiscal Operations Administrator, SCDJFS
Legal Counsel Present:	Colleen Sims, Attorney, County of Summit Dept. of Law & Risk Management

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**I. CALL TO ORDER**

- a. Brian Nelsen, proxy for Executive Shapiro, called the meeting to order at 09:39 AM.

**II. INTRODUCTION**

- a. Nelsen welcomed everyone and asked for a roll call. Ms. Smerek took the roll call which both Nelsen and Commissioner Swedyk were noted as present.

**III. APPROVE MINUTES OF PREVIOUS MEETING**

- a. Nelsen asked if there were any comments from the June meeting regarding the minutes. Hearing none, he asked for a motion to approve. Commissioner Swedyk made a motion to approve the SAMWA COG's 6/29/23 meeting minutes. Nelsen seconded the motion. With no objections or abstentions, the motion carried, and the 6/29/23 minutes were approved.

**IV. REPORTS**

- a. There were no reports.

**V. UNFINISHED BUSINESS**

- a. There was no unfinished business to report.

**VI. NEW BUSINESS**

- a. There was no new business to report.

**VII. RESOLUTIONS**

- a. Nelsen turned the attention of the meeting to the reading and adoption of the resolutions.
- b. Resolution 2023-19 authorizing the Summit and Medina Workforce Area of Council of Governments to appropriate \$7,150,000.00 in Workforce Innovation Opportunity Act funds to the Calendar Year 2024, to establish a budget as a fiscal component unit of the County of Summit.
  - i. Nelsen made a motion to adopt SAMWA COG Resolution 2023-19. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.

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- c. Resolution 2023-20 of the Summit and Medina Workforce Area Council of Governments appointing Mr. John Chester of Goodyear Tire and Rubber Company and Executive Board Member at the Tri County Regional Labor Council to the Summit Medina Workforce Development Board as a representative of a labor organization in Ohio Workforce Area 2.
  - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2023-20. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
  
- c. Resolution 2023-21 Resolution authorizing the Summit and Medina Workforce Area Council of Governments to amend the Temporary Assistance for Needy Families and Workforce Innovation and Opportunity Act jointly-funded Subrecipient Agreement to increase the WIOA portion of the budget for OhioGuidestone by \$81,894.86 to increase staffing levels and add supportive services to meet the needs of Summit County youth receiving education and employment services under the State of Ohio's Comprehensive Case Management Program model.
  - i. Nelsen made a motion to adopt SAMWA COG Resolution 2023-21. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
  
- d. Resolution 2023-22 authorizing the members of the Summit and Medina Workforce Area Council of Governments to approve a salary adjustment for all employees of the Summit and Medina Workforce Area Council of Governments employed for a full year on January 1, 2024, which permits a 3.5 percent increase in pay effective March 25, 2024, the eighth payroll period of calendar year 2024, and to approve a salary adjustment for employees of the Summit and Medina Workforce Area Council of Governments employed for less than a full year on January 1, 2024, which permits a 3.5 percent increase in pay effective as of the start of the pay period following their first anniversary date.
  - i. Nelsen made a motion to adopt SAMWA COG Resolution 2023-22. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.

## VIII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Nelsen reminded those present that the next meeting of the SAMWA COG Board will be held on March 28, 2024 at 9:30 am, at the Radisson Hotel Akron-Fairlawn in the Buckeye Room. This meeting is to follow the conclusion of the Workforce Development Board's meeting.

## IX. ADJOURNMENT

- a. Commissioner Swedyk made a motion to adjourn the meeting. Nelsen seconded the motion. With no objections or abstentions, the motion carried, and the meeting was adjourned at 9:46 AM.

Prepared by:

Kelly Smerek

Operations Coordinator, SAMWA COG