

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
FINANCE COMMITTEE MEETING MINUTES
OF FRIDAY, MARCH 22, 2024**

Summit & Medina Workforce Area Council of Governments (SAMWA COG)
175 South Main Street, Suite 204, Akron, OH 44308

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Phone Conference ID: 409 339 676#

Workforce Development Board (WDB) Finance Committee Members Present:	Jeff Bissell, WDB Vice Chair (<i>virtual</i>); Anthony Esposito, Finance Committee Chair (<i>virtual</i>); David Prentice; Maria Miller (<i>virtual</i>)
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Workforce Development Board (WDB)

Finance Committee Members Absent:

**WDB/SAMWA COG Staff and Summit
County Staff Present:**

Meghan Adair, Special Projects Manager; Christine Marshall, Executive Director; Grace Glaubman, Deputy Director (*virtual*); Kelly Smerek, Operations Coordinator; Colleen Sims, Esq., Summit County Executive Office Department of Law and Risk Management

Fiscal Staff Present:

Thomas Jalbert, Deputy Director, CSDJFS; Tari Addison, SCDJFS; Mark Milhoan, Fiscal Reporting Administrator, CSDJFS; Kathleen Backur, Fiscal Officer

I. CALL TO ORDER

- a. Chair Esposito called the Finance Committee meeting to order at 8:06 AM. Those present introduced themselves and Smerek took attendance of all Committee Members present, both in person and virtually.

II. APPROVAL OF MINUTES

- a. Esposito requested a motion to approve the 12/07/23 Finance Committee meeting minutes. Prentice made the motion, which Miller 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. Esposito turned the meeting over to Jalbert who reported the following:
 - SFY 2024 Area 2 Financials as of 02/29/24:
 - Jalbert noted that in his report we are starting to spend Year 1 money allocated to Medina, which is a positive note. We do plan on spending the entire amount allocated.
 - Marshall asked Jalbert to share the additional Rapid Response money that was given to all the workforce areas by the State totaling \$94,000. It was split according to our normal split among both counties, and we were also allowed to apply a 10% Administrative portion to the funding equaling \$9,473.
 - SFY 2024 Operating Budget both Program and Administrative updated as of 02/29/24:
 - Jalbert reviewed the to the balances of the various service delivery contracts and training agreements under the Adult, Dislocated Worker, and Youth categories for both counties and noted the percentages citing the remainder of the budget available for specific line items.
 - Jalbert reviewed the youth contract spending in Summit County and noted we need to increase the budget for the NESCO contract which reimburses youth their wages.

- Jalbert then turned the committee’s attention to the Reemployment Service and Eligibility Assessment (RESEA) Program Services allocations:
 - Jalbert noted that this funding will go through September of 2024, but noted that PY ’24 will be granted funding in May 2024. We are currently spending against the PY ’23 allocation.
- Jalbert reviewed the Opioid Fresh Start and Business Resource Network grants.
 - The BRN grant will end on June 30, 2024, with a liquidation period until September 30, 2024. The Fresh Start grant has been extended until March 31, 2025.

IV. OLD/UNFINISHED BUSINESS

V. NEW BUSINESS

- a. Esposito asked for a motion to recommend for WDB approval at its 03/28/24 meeting adopting the second amendment to the contractor agreement with Nesco Resource, LLC for payroll services for increasing the agreement’s Workforce Innovation and Opportunity Act (WIOA) budget by \$175,000 for a new total not to exceed \$375,000.00 to execute at its 03/28/24 meeting.
 - i. Motion to approve was made by Prentice, Bissell seconded the motion. The motion passed by a roll call vote of Committee Members present in person and virtually, recorded by Smerek, with no objections or abstentions.
- a. Esposito noted we received the Ohio Department of Jobs and Family Services preliminary allocation to the local areas for PY 20244/SFY 2025. Jalbert explained that these amounts will end up being our year one starting July 1, 2024, for the adult, dislocated worker and youth dollars. In the previous year, we had a decrease in funding, but for the upcoming year there was a 15% increase in funding. Marshall emphasized that the increase was less than 15% when considering the loss of funding in the current year and the figures are preliminary and they could possibly change.

VI. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Esposito turned the committee’s attention to the Ohio Auditor of State award for excellence in financial reporting for the calendar year ending in 2022. Marshall thanked the finance team for their hard work.
- b. Esposito reminded the Committee that the next WDB Regular Meeting is scheduled for Thursday, 3/28/24, at 8:00 AM and will be held in person at the Radisson Hotel, Akron Fairlawn, and virtually via MS Teams.

VII. ADJOURNMENT

- a. Esposito requested a motion to adjourn the 03/22/24 WDB Finance Committee meeting. Prentice made the motion, which Bissell 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 8:34 AM.

Prepared by
 Kelly Smerek
 Operations Coordinator, SAMWA COG