

**SUMMIT MEDINA WORKFORCE DEVELOPMENT BOARD  
ONE-STOP OPERATIONS COMMITTEE MINUTES  
OF  
MONDAY, JUNE 3, 2024  
8:00 AM**

Summit and Medina Workforce Area Council of Governments (SAMWA COG)  
175 South Main Street, Suite 204  
Akron, OH 44308  
Microsoft Teams: [Click here to join the meeting](#)

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<b>Committee Members Present:</b>	Sharlene Chesnes; Malcolm Costa; Patricia Dempsey ( <i>virtual</i> ), Bethany Dentler; Joan Pritchett, One-Stop Operations Committee Chair ( <i>virtual</i> ); Paul Ratcliff ( <i>virtual</i> )
<b>Committee Members Absent:</b>	William Moore ( <i>excused</i> )
<b>SAMWA COG Staff Present:</b>	Grace Glaubman, Deputy Director; Christine Marshall, Executive Director

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**I. CALL TO ORDER**

- a. Pritchett called the meeting to order at 8:03 AM. Those present introduced themselves and Glaubman took attendance of those present in person and virtually.

**II. APPROVAL OF MINUTES**

- a. Chesnes made a motion to approve the Committee’s February 12, 2024 meeting minutes, which Dempsey seconded. The motion passed by a roll call vote of committee members present, in person and virtually, recorded by Glaubman, with no objections or abstentions.

**III. REPORTS**

- a. One-Stop Operator Performance Reports for Program Year 2023, July-April
  - i. Glaubman reviewed the CFIS visit summary reports for both counties for the period of July 2023 – April 2024. The committee noted that the number of visits and customers making those visits during the July-April period are fewer than the number of visits and customers during the same time period last program year.

**IV. OLD BUSINESS**

- a. SFY 2024 & 2025 Partner MOU Status
  - i. Marshall advised the committee that the Area Partner MOU renewals will be updated sometime after the new fiscal year begins once the new square footage costs are finalized in Summit. Medina County submitted the new square footage costs for 2025 in April.
- b. Changes to the Area’s OhioMeansJobs centers
  - i. Marshall gave the committee the latest updates to changes at the OhioMeansJobs Summit County center with the Summit County Board of Elections moving into the facility.
  - ii. Marshall informed the committee that the OhioMeansJobs Medina County Resource Room will be affected by the Medina County Law Library temporarily moving into the facility.
- c. SFY 2025 One-Stop Operator and WIOA Career Services RFP
  - i. Glaubman reviewed with the committee the Area 2 SFY 2025 RFP for WIOA Career Services and One-Stop Operator Services released in January 2024. Four proposals for career services and three proposals for operator services were received in response to the

RFP. An evaluation committee comprised of members of the WDB One-Stop Operations and Performance Committees, as well as community members with expertise in workforce development, met on May 20, 2024 to discuss the results of individual evaluations.

- Chesnes, Dentler, and Ratcliff participated on the evaluation committee and provided comments on the May 20 meeting results and their individual evaluations of proposals for discussion with the present committee members.
- Following the May 20 meeting, panel interviews were held with the two highest scoring respondents, for which Glaubman and Marshall shared highlights.
- ii. Costa made a motion to recommend to the full WDB a contract awarded to KRA Corporation for One-Stop Operator Services at both OhioMeansJobs Medina County and OhioMeansJobs Summit County for SFY 2025.
  - Dentler seconded the motion, and the motion passed by a roll call vote of committee members present, in person and virtually, recorded by Glaubman, with no objections or abstentions.

**V. NEW BUSINESS**

There was no new business.

**VI. GOOD OF THE ORDER**

- a. Pritchett reminded the Committee that the next full WDB meeting will be held at 8:00 AM on Friday, June 21, 2024, at the Radisson Hotel Akron Fairlawn, and virtually via MS Teams.

**VII. ADJOURNMENT**

- a. Chesnes made a motion to adjourn the meeting, which Costa seconded. The meeting adjourned at 8:55 AM.

*Prepared by*

*Grace Glaubman*

*Deputy Director, SAMWA COG*