

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
REGULAR MEETING
THURSDAY, MARCH 27, 2025
8:00 AM

In-person location:
OhioMeansJobs Summit County
1040 E. Tallmadge Avenue, Meeting Room A, Akron, OH 44310

Meeting ID: 211 032 257 183
Passcode: Me2Hj9Du
Or call in (audio only)
+1 321-710-8464
Phone Conference ID: 957 699 052#

I. CALL TO ORDER

II. INTRODUCTION

- a. Welcome: WDB members, WDB staff, and guests (Bissell)
- b. Kelly Smerek will take WDB members roll call to record attendance
 - i. All non-members attending the meeting are asked to email kelly.smerek@workforcearea2.org to be recorded in the minutes as present

III. ELECTION

- a. The election of the WDB's Chair and Vice Chair for a two-year term from 01/01/2025 to 12/31/2026 (**attachment 1**) (Bissell)
 - i. **Motion** to nominate for the WDB's Chair based upon slate (Bissell)
 - 1. Verbal roll call vote taken for Chair (Smerek)
 - ii. Announcement made of who is Chair (Smerek)
 - iii. **Motion** to nominate for the WDB's Vice Chair based upon slate (Bissell)
 - 1. Verbal roll call vote taken for Vice Chair (Smerek)
 - iv. Announcement made of who is Vice Chair (Smerek)
 - v. Following today's meeting, the new WDB Chair will send an email to the current committee chairs to ascertain who wants to remain committee chair and appoint any members not assigned to a committee to a committee

IV. APPROVE MINUTES OF PREVIOUS MEETING

- a. Discussion of minutes from the 12/19/2024 WDB Regular meeting (**attachment 2**) (Bissell)
 - i. **Motion** to approve the WDB 12/19/2024 meeting minutes

V. REPORTS

- a. Executive Committee Report (Bissell)
 - i. Summary of the 02/06/2025 meeting
- b. Finance Committee Report (Esposito)
 - i. There have been no meetings of the Finance Committee since the last WDB meeting on 12/19/2024
 - 1. Fiscal Reports (Jalbert)
 - a. Review of **SFY 2025** Area 2 Financials as of 02/28/2025 (**attachment 3**)
 - b. Review of **SFY 2025** Area 2 Operating Budget: Allocations, Program, Administration, RESEA & Special Grant Expenditures as of 02/28/2025 (**attachments 4a-e**)

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- c. One-Stop Operations Committee Report
 - i. There have been no meetings of the One-Stop Operations Committee since the last WDB Regular meeting on 12/19/2024
- d. Performance Committee Report
 - i. Summary of the 03/18/2025 meeting (Capozzi)
 - 1. Performance Reports (Glaubman)
 - a. Local Area Performance Reports
 - i. WIOA Career Services performance data for Medina & Summit SFY 25, July 2024 through February 2025 (*attachments 5a&b*)
 - b. PY 24/SFY 25 Q2 State of Ohio Annual Unadjusted WIOA Performance Report (*attachment 6*)
 - 2. Special Projects Reports (Adair)
 - a. Fresh Start Opioid Prevention grant projects 03/01/2022 – 03/31/2025 (*attachment 7*)
 - 3. RESEA Report (Adair) (*attachment 8*)

VI. UNFINISHED BUSINESS

- a. Update: Three vacancies on the WDB, two Summit and one Medina business appointees (Marshall)
- b. The Ohio Department of Job and Family Services' (ODJFS) WIOA Fiscal Monitoring Review for the period of July 1, 2022, to April 30, 2024, is awaiting an exit conference
- c. Update: Comprehensive Case Management and Employment Program (CCMEP) Youth Education and Employment Services Request for Proposal (RFP) (Glaubman)
- d. Update: Final report received for Special Grant, *Building a Welcoming Workforce Coalition* (Marshall)

VII. NEW BUSINESS

- a. On 01/06/2025 we received notice from The Ohio Department of Job and Family Services (ODJFS) that we must prepare and submit a new Four-Year Regional and Local Workforce plan by 09/30/2025 (Marshall)
- b. On 01/06/2025 we received notice from The Ohio Department of Job and Family Services (ODJFS) that we must complete an OhioMeansJobs center certification process by 12/31/2025 (Marshall)
 - i. We were informed as part of the center certification process; customer mystery shopping is underway
- c. On 01/13/2025 we engaged Julian & Grube, Inc. to prepare Area 2 CY 2024 basic financial statements and file with the Auditor of State (AOS) on or before 05/29/2025
- d. On 3/14/2025 we were notified of The Ohio Department of Job and Family Services' (ODJFS) intent to perform both a CCMEP (TANF & WIOA) Program Monitoring Review and a US Department of Labor Data Validation of Summit County services and files for the period beginning July 1, 2024; entrance conference 04/01/2025 (Glaubman)
- e. Negotiation process for 07/01/2025 to 06/30/2027 OhioMeansJobs Partner MOU has commenced (Marshall)
- f. US DOL Secretary, Lori Chavez-DeRemer sworn in on March 11, 2025
 - i. On 03/06/2025 the US House Education and Workforce Committee held WIOA Reauthorization Hearing (Marshall)
- g. WDB Summit members terms ending 06/30/2025; reappointment process (Marshall)

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VIII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Annual State of Ohio In-Demand Jobs Week, May 5-9, 2025 (Glaubman)
- b. Board staffing updates
 - i. Anniversaries:
 - 1. December 2024: Kelly Smerek two years;
 - 2. March 2025: Christine Marshall eight years; and
 - 3. April 2025: Grace Glaubman six years & Meghan Adair three years
 - ii. Glaubman awarded the Certified Workforce Development Professional (CWDP) credential
 - iii. Peter Moukoulis has achieved a Notary Commission for our office
- c. Reminder: Annual signing of Conflict-of-Interest Statement (Smerek)
- d. January 2025 Unemployment Rates (*attachment 9*)
- e. WDB Roster will be emailed to members

IX. ADJOURNMENT

Next WDB meeting June 12, 2025, 8:00 AM – at OhioMeansJobs Summit County with virtual option