

**SUMMIT MEDINA WORKFORCE DEVELOPMENT BOARD  
ONE-STOP OPERATIONS COMMITTEE MINUTES  
OF  
MONDAY, MAY 12, 2025  
8:00 AM**

In-person location:  
OhioMeansJobs Summit County  
1040 E. Tallmadge Avenue  
Akron, Ohio 44310  
Microsoft Teams: [Join the meeting now](#)

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<b>Committee Members Present:</b>	Sharlene Chesnes, One-Stop Operations Committee Chair; Malcolm Costa, Patricia Dempsey, Bethany Dentler; Paul Ratcliff, William Moore
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**Committee Members Absent:**

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<b>SAMWA COG Staff Present:</b>	Meghan Adair, Special Projects Manager; Grace Glaubman, Deputy Director; Christine Marshall, Executive Director, Peter Moukoulis, Project Assistant; Kelly Smerek, Operations Coordinator
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**I. CALL TO ORDER**

- a. Chesnes 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. Dentler made a motion to approve the Committee's June 3, 2024 meeting minutes, which Costa 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. One-Stop Operator Performance Reports for Program Year 2023, July-June 2024 & Program Year 2024, July-April 2025
  - i. Glaubman reviewed the CFIS visit summary reports for both counties for the period of July 2023 – June 2024. There were a total of 2,240 visits to Medina County's OhioMeansJobs center from 777 customers, which is an increase to prior program years. The top services in Medina were Resource Room Services, RESEA Appointments, and WIOA Staff Appointments. In Summit County, there were a total of 10,914 visits from 3,063 clients over the same time period. Top services were Resource Room Services, WIOA Staff Appointments, and RESEA Employment Services
  - ii. Glaubman reviewed the CFIS visit summary reports for both counties for the period of July 2024 – April 2025. There was a total of 1,065 visits from 471 clients for Medina County, which is a little lower than we have seen in the past. But we are still delivering a lot of services virtually. In Summit County there were a total of 8,018 visits from 2,758 clients. The top services were RESEA appointments, using the Resource Room and meeting with WIOA staff.
- b. One-Stop Manager Updates
  - i. Marshall began by sharing we don't have official OSO Manager updates that the

committee is accustomed to hearing at past committee meetings due to the new OSO/managers are both new to their roles and Glaubman and Marshall need to meet with them to review the various reports expected for updates. Marshall then did an introduction of Deborah Johns, the new One-Stop and WIOA Career Services Manager (started at the end of April) at the Medina County center and Dr. Robin Washington (started at the end of December) the new One-Stop Manager at the Summit County center.

- ii. Marshall then shared with the committee feedback from organizations that used the new conference meeting spaces at the Summit OMJ. They were appreciative of the hosts and pleased with the space amenities. Marshall noted that we intend to share with the committee the anecdotal impacts of the Operator's work in addition to the usual numerical data.

#### **IV. OLD BUSINESS**

- a. SFY 2024 & 2025 Partner MOU Status
- b. Adair spoke of the current OhioMeansJobs Partner Memorandum of Understanding (MOU) agreement that started on July 1, 2023 and will end June 30, 2025 needing an amendment because of the change in Operator from Summit County Department of Job and Family Services to KRA Corporation as well as other minor adjustments. It has been executed and distributed to all partners.

#### **V. NEW BUSINESS**

- a. Marshall introduced our consultant Michelle Collins from Three 23 Resources. She will assist an OSO AdHoc Committee with the Ohio Department of Job and Family Services (ODJFS) OhioMeansJobs center recertification process which must be completed by 12/31/2025. Additionally, it was explained that Collins is working on the Ohio Department of Job and Family Services (ODJFS) Four-Year Regional plan and our Local Workforce plans due by 09/30/2025.
- b. Adair updated the committee at what point we are in the negotiation process for OhioMeansJobs Partner MOU starting 07/01/2025 to 06/30/2027 . Adair shared information gathered for the MOU template concerning Partner FTE counts, partner customer and business services workflows and the individual services they each provide.

#### **VI. GOOD OF THE ORDER**

- a. Chesnes reminded the Committee that the next full WDB meeting will be held at 8:00 AM on Thursday, June 12, 2025, at the Summit OhioMeansJobs Center, and virtually via MS Teams.

#### **VII. ADJOURNMENT**

- a. Ratcliff made a motion to adjourn the meeting, which Dempsey seconded. The meeting adjourned at 8:42 AM.

Prepared by

*Kelly Smerek*

*Operations Coordinator, SAMWA COG*