

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
FINANCE COMMITTEE MEETING MINUTES
ON TUESDAY, JUNE 10, 2025**

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

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Dial in by phone: 321-710-8464
Meeting ID: 214 130 222 242
Passcode: 4mT35LW6

Workforce Development Board (WDB) Finance Committee Members Present:	Jeff Bissell (<i>virtual</i>); Anthony Esposito, Finance Chair (<i>virtual</i>); Maria Miller (<i>virtual</i>); David Prentice
Workforce Development Board (WDB) Finance Committee Members Absent:	Toya Kelker (<i>excused</i>)
WDB/SAMWA COG Staff and Summit County Staff Present:	Meghan Adair, Special Projects Manager; Grace Glaubman, Deputy Director; Christine Marshall, Executive Director; Peter Moukoulis, Project Assistant; Kelly Smerek, Operations Coordinator; Colleen Sims, Esq., Summit County Executive Office Department of Law and Risk Management
Fiscal Staff Present:	Thomas Jalbert, Deputy Director, SCDJFS; Tari Addison, Fiscal Operations Manager, SCDJFS; Mark Milhoan, Fiscal Reporting Administrator, SCDJFS; Kathleen Backur, Fiscal Officer, SCDJFS (<i>virtual</i>); Phil Montgomery, Summit County Director of Finance and Budget (<i>virtual</i>)

I. CALL TO ORDER

- a. Finance Chair Esposito called the Finance Committee meeting to order at 8:01 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 06/20/2024 Finance Committee meeting minutes. Prentice made the motion, which Bissell 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. #
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III. REPORTS

- a. Esposito turned the meeting over to Jalbert who reported the following:
- SFY 2025 Area 2 Financials as of 05/31/2025:
 - Jalbert noted in his report we are starting to spend Year 1 money allocated to Medina. In Summit County we will fully spend Year 2 money before spending any Year 1 money when going through the liquidation period. We are also spending Year 1 money for the Administration in all categories.
 - SFY 2025 Operating Budget both Program and Administrative updated as of 05/31/2025:
 - Jalbert reviewed the balances of the various Workforce Innovation and Opportunity Act (WIOA) service delivery contracts and training agreements under the Adult, Dislocated Worker, and Youth categories for both counties and noted the percentages remaining of the contract budgets.
 - Jalbert then turned the committee's attention to the Reemployment Service and Eligibility Assessment (RESEA) Program Services allocations:

- Jalbert noted that we will be able to track this spending by allocation year now, and not just the program. This funding will go through June 30, 2026, but added that PY '25 will be granted funding shortly. We currently have been able to fully expend the PY '23 allocation.
- Jalbert reviewed the Opioid Fresh Start and State Special Projects grants.
 - The Fresh Start grant was extended until March 31, 2025 with the Summit County Public Health contract also extended, but not increased. That grant allocation was fully expended.
 - Improving Outcomes for Ohioans project has an end date of June 30, 2025. There is a balance remaining.

IV1 UNFINISHED BUSINESS

- a. Jalbert gave an update on the Ohio Department of Job and Family Services' (ODJFS) WIOA Fiscal Monitoring Review for the period of July 1, 2022, to April 30, 2024, awaiting an exit conference.

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Y1 NEW BUSINESS

- a. On 01/13/2025 engaged Julian & Grube, Inc. to prepare Area 2 CY 2024 basic financial statements and file with Auditor of State (AOS) on or before 05/29/25. The financials were filed on 05/16/2025.
- b. Marshall shared that on 05/19/2025 the Auditor of State (AOS) contacted COG office to begin 2024 audit of Area 2 financials.
- c. Esposito asked for a motion to recommend for WDB approval at its 06/12/2025 meeting adopting the first amendment to the Comprehensive Case Management Employment Program (CCMEP) contract with OhioGuidestone for WIOA youth services for an increase of \$4,852.21 for a total contract amount of \$266,727.61
- Motion to approve was made by Bissell, Prentice 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.
- d. Esposito turned the discussion to the SFY 2026 budget. Jalbert reported we received the Ohio Department of Jobs and Family Services final allocation to the local areas for PY 2025/SFY 2026. Jalbert explained that these amounts will end up being our year one funds starting July 1, 2025, for the adult, dislocated worker and youth programs. It was noted we received a 12.1% decrease in funding.
- Esposito turned the discussion to Area 2 SFY26 budget and recommended to present it to the full Board at the 06/12/2025 meeting. Marshall shared that we made a few changes to the commitments and how the allocations are divided and that there is a \$539,000 decrease in funding this year. Esposito asked for a motion to take the budget to the Board for approval.
 - 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.

YII GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Esposito reminded the Committee that the next WDB Regular Meeting is scheduled for Thursday, 06/12/2025, at 8:00 AM and will be held in person at the Summit OMJ Center in Akron, and virtually via MS Teams.

YIII ADJOURNMENT

- a. Esposito requested a motion to adjourn the 06/10/25 WDB Finance Committee meeting. Bissell made the motion. The meeting adjourned at 8:45 AM.

Prepared by
 Kelly Smerek
 Operations Coordinator, SAMWA COG