

**SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
FULL MEMBERSHIP MEETING
ON
THURSDAY, MARCH 26, 2026**

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WDB Members Present:	John Chester; Patricia Dempsey; Bethany Dentler; Amy Lane; William Moore; David Prentice; Paul Ratcliff, <i>WDB Chair</i> ; Sharlene Ramos-Chesnes, <i>WDB Vice Chair</i>
WDB Members Virtual:	Jeff Bissell; Matthew Capozzi; Anthony Esposito; Matthew Gdovin; Jessica Heid; Toya Kelker; Katie Kelley; Maria Miller
WDB Members Absent:	Jeffrey Cornute; Malcom Costa; Marquita Mitchell (<i>excused</i>)
Summit and Medina Workforce Area Council of Governments/WDB Staff Present:	Meghan Adair, Special Projects Manager; Grace Glaubman, Deputy Director; Christine Marshall, Executive Director; Kelly Smerek, Operations Coordinator
Medina/Summit County Staff, Contracted Workforce Innovation and Opportunity Act Staff	Summit County: Colleen Sims, Attorney; Shanavia Moore, KRA; Manicka Collins Bryant, KRA
Area 2 Fiscal Staff Present:	Tom Jalbert; Tari Addison; Kate Backur (<i>virtual</i>), Mark Milhoan (<i>virtual</i>)

I. CALL TO ORDER

- a. Chair Ratcliff called the meeting to order at 8:04 AM. Smerek took attendance of members present and virtually via a roll call. All non-members attending the meeting were asked to email kelly.smerek@workforcearea2.org to be recorded in the minutes as present.

II. APPROVE MINUTES OF PREVIOUS MEETING

- a. Ratcliff stated he hoped all had an opportunity to review December's minutes and requested a motion to approve the 12/18/2025 WDB meeting minutes. Esposito made the motion, which Chester seconded. The motion was passed by a roll call vote of the Board members in attendance, recorded by Smerek, with no objections or abstentions.

III. REPORTS

- a. Executive Committee Report
 - i. Ratcliff informed the board that there have been no meetings of the Executive Committee since the last WDB meeting on 12/18/2025.
- b. Finance Committee Report
 - i. Ratcliff informed the board that there have been no meetings of the Finance Committee since the last WDB meeting on 12/18/2025.
 - ii. Ratcliff then turned the meeting over to Jalbert, who reviewed the following reports for the Board members:
 - 1. SFY 2026 Area 2 WIOA Financials as of 02/28/2026.
 - a. Jalbert stated that there is \$54,737 in Year 2 Dislocated Worker funds available in Medina (ending June 2026), but we have already spent \$94,737 of Year 1 WIOA Adult funds in Medina.

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2. SFY 2026 Area 2 Operating Budget: Program and Administration, RESEA and Special Grant Expenditures as of 02/28/2026
 - a. We are paying more On-the-Job Training (OJT) invoices in comparison to this time last year . Individual Training Accounts (ITA) are a little down in spending from previous years. Youth Work Experience spending is on pace for the year.
 - b. About 38 percent of the annual administrative budget remains available.
 - c. Reemployment Service and Eligibility Assessment (RESEA) allocation and expenditures: Jalbert noted that the PY24 allocation has been fully spent and that we have begun using the PY25 allocation. The State has informed us that our PY26 allocation will be coming soon.

- c. One-Stop Operations Committee Report
 - i. Ratcliff informed the board that there have been no meetings of the One-Stop Operations Committee since the last WDB meeting on 12/18/2025.

- d. Performance Committee Report
 - i. Ratcliff informed the board that there have been no meetings of the Performance Committee since the last WDB meeting on 12/18/2025.
 - ii. Ratcliff then asked Glaubman to review WIOA performance reports with the board.
 1. PY 24/SFY 25 State of Ohio Annual Unadjusted WIOA Performance Report for the time period of July 1, 2024 – June 30, 2025
 - a. Glaubman noted that we have met or exceeded the success level of all negotiated standards for each performance measure across all three programs. We will have the final adjusted report in the next couple of months. There were a total of 393 Adults, 86 Dislocated Workers, and 295 CCMEP WIOA Youth served in Area 2 for the program year.
 2. PY 25/SFY 26 State of Ohio Q2 Unadjusted WIOA Performance Report for the time period of July 1, 2025 to December 31, 2025
 - a. Glaubman said that Measurable Skills Gain is the only realtime performance measure on the report and there are two more quarters of data needed to accurately evaluate performance in this area. Additionally, Adult Employment 2nd Quarter After Exit is not meeting the performance standard's success level.
 3. Local reports that track the annual WIOA Career Services (Adult/Dislocated Worker Services) performance for Summit and Medina Counties for SFY 2026, July 2025 through February 2026, noting the following highlights:
 - a. Medina County
 - i. Glaubman stated that overall, placements have picked up significantly the past several months and improved greatly from placements made last program year.
 - ii. 657 job seekers served
 - iii. 122 placements have been made thus far during the program year
 - iv. Average wage for placements is \$22.61/hr.
 - v. The top industries for placements were manufacturing (26.7%), and transportation/warehousing and construction (9.2% each)
 - vi. 7 ITAs have been written

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- vii. 4 OJT agreements have been executed with 19 plans written under them.
 - viii. The average wage for an OJT is \$20.96/hr.
 - ix. The business services team has completed 240 job orders and held seven hiring events thus far in which 268 individuals have attended.
 - x. The top industries for employers who received business services are manufacturing (33.6%), healthcare/social services (23.9%), and government (8.2%)
- b. Summit County
- i. Glaubman started off noting to the board that compared to the previous year, Summit is making less placements.
 - ii. 2,605 job seekers served
 - iii. 178 placements have been made thus far during the program year
 - iv. Average wage for placements is \$20.70/hr.
 - v. The top industries for placements were transportation/warehousing and manufacturing (23% each), and healthcare/social services (9.6%)
 - vi. 41 ITAs have been written
 - vii. 12 OJT agreements have been executed with 23 plans written under them.
 - viii. The average end wage for an OJT is \$20.36 per hour.
 - ix. Completed 496 job orders for Summit employers.
 - x. The top industries for employers who received business services are healthcare/social services (21.8%), manufacturing (20%), and government (9.1%).
4. Adair concluded with an activity report on the Reemployment Services and Eligibility Assessment (RESEA) delivered by four Area 2 board staff at the Summit and Medina OMJ centers.
- a. During the period of 01/01/2026 to 03/23/2026, 376 individuals were selected for RESEA services, 309 completed their initial appointment and 281 completed their subsequent appointment. Adair noted that we have passed 25% of the year but are currently over 30% of goals the state has set for the program which is great work by the team.

IV. UNFINISHED BUSINESS

- a. Ratcliff referred the members to Marshall for an update on the U.S. Environmental Protection Agency Brownfield Job Training Grant. Marshall reminded the WDB members about details of the grant application process, which was submitted 9/25/2025. The grant will span five years and is worth \$500,000 and is only for Summit County. The grant supports a cohort of 40 people to train over those 5 years on Brownfield Remediation. Several community partners have committed their support to refer participants to complete the training. After reminding the Board about the grant, she noted that this is the first federal grant for Area 2 that hasn't been a pass through from the ODJFS. Marshall shared two press releases announcing the grant award by U.S. Representative Emilia Sykes and Summit County Executive Shapiro. Finally, as our Special Projects Manager, Adair has been announced as the grant's project manager fulfilling a requirement of the grant. Our workforce consultant, Michelle Collins, will be guiding Adair with her expertise managing the

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specific requirements of operating federal grants.

V. NEW BUSINESS

- a. Ratcliff stated on 01/13/2025 Julian & Grube, Inc. was engaged to prepare Area 2 CY 2024 basic financial statements and file with Auditor of State (AOS) on or before 05/29/2026.
- b. Ratcliff informed the board that on 12/19/2025 we were notified of ODJFS' intent to perform both a WIOA and CCMEP Program Monitoring Review and a US Department of Labor Data Validation of Medina County services and files for the period beginning July 1, 2025. The virtual entrance conference was held 03/23/2026. Onsite monitoring will occur 04/09/2026.

VI. GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS UPDATES

- a. Ratcliff reminded the board of the annual signing of Conflict-of-Interest (COI) Statements and requested board members obtain one from Smerek to sign prior to leaving the meeting. Those online will be emailed a COI to sign and return.
- b. Marshall shared with the members the Summit and Medina Workforce Area Council of Governments LinkedIn page requesting all follow the page. She shared that Collins; our consultant has developed a social media calendar to make certain we at least release monthly information. Marshall also highlighted that each board member is being introduced and recognized.
- c. Marshall provided board staffing updates.
 - i. Anniversaries:
 - December 2025: Kelly Smerek, three years
 - March 2026: Christine Marshall, nine years
 - April 2026: Grace Glaubman, eight years & Meghan Adair, four years
- d. Ratcliff noted the board staff prepared the following Letters of Support since the last WDB meeting:
 - i. 02/12/2026 for Jobs For Ohio Graduates (JOG) proposal to the U.S. Department of Labor for an award to operate a *Youth Build* program in Summit County
 - ii. 02/12/2026 for Towpath Trail High Schools proposal to the U.S. Department of Labor for an award continue funding to operate their current *Youth Build* program in Akron
 - iii. 03/9/2026 for Jobs For Ohio Graduates' (JOG) request for Federal Fiscal Year 2027 Congressionally Directed Spending to fund their *Youth Crime Deterrence Through Workforce Pathways Program*. Letter were sent to U.S. Senator Jon Husted, U.S. Senator Bernie Moreno, and U.S. Representative Max Miller.
 - iv. 03/11/2026 for Akron Metropolitan Housing Authority's proposal to the U.S. Department of Housing and Urban Development for an award to continue funding their *Resident Opportunity and Self-Sufficiency Rapid Response Program* to reduce violent crimes within housing communities through targeted access to workforce development services.
 - v. 03/18/2026 for Summit County Court of Common Pleas' proposal to the Bureau of Justice Assistance, a component of the U.S. Department of Justice to continue funding Judge Kelly McLaughlin's *Summit County Offender Recidivism Reduction program*.
- e. Ratcliff turned the Board's attention to Ohio's December 2025 Unemployment Rates.
- f. Ratcliff noted Kelly will email an updated WDB Roster to members.
- g. The next WDB meeting will be held on 06/18/2026 at 8:00 AM at OhioMeansJobs Summit County and virtually; Ratcliff also reminded board members to notify Smerek if they plan to attend in person so there are enough materials printed.

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VII. ADJOURNMENT

Ratcliff requested a motion to adjourn the meeting. Ramos-Chesnes made the motion which was seconded by Chester. The motion was passed. The meeting was adjourned at 8:56 AM.

Prepared by:

Kelly Smerek

Operations Coordinator, SAMWA COG