



**MEETING MINUTES
THURSDAY, JUNE 25, 2026
9:30 AM**

Chief Elected Officials (CEOs)/COG Members Present:	Brian Nelsen, Summit County Chief of Staff as designated proxy for Ilene Shapiro, Summit County Executive Colleen Swedyk, Medina County Commissioner
Summit & Medina Workforce Area Council of Governments (SAMWA COG) Staff Present:	Meghan Adair, Special Projects Manager; Grace Glaubman, Deputy Director; Christine Marshall, Executive Director
Area 2 Fiscal & Sub Fiscal Agent Staff Present:	Phil Montgomery, Director of Finance and Budget, Summit County; Tom Jalbert, Fiscal Deputy Director, SCDJFS
Legal Counsel Present:	Colleen Sims, Attorney, County of Summit Dept. of Law & Risk Management

I. CALL TO ORDER

- a. Brian Nelsen, proxy for Executive Shapiro called the meeting to order at 09:34 AM.

II. INTRODUCTION

- a. Nelsen welcomed everyone and asked for a roll call. Adair took the roll call for which both Nelsen and Commissioner Swedyk were noted as present.

III. APPROVE MINUTES OF PREVIOUS MEETING

- a. Nelsen asked if there were any comments from the December 2025 meeting minutes. Hearing none, he asked for a motion to approve. Commissioner Swedyk made a motion to approve the SAMWA COG's 12/18/2025 meeting minutes. Nelsen seconded the motion. With no objections or abstentions, the motion was carried, and the 12/18/2025 minutes were approved.

IV. REPORTS

- a. There were no reports to present.

V. UNFINISHED BUSINESS

- a. Marshall provided an update on US Environmental Protection Agency Brownfield Job Training Grant progress.

VI. NEW BUSINESS

- a. Nelsen noted that on 01/20/2026 Julian & Grube, Inc. was engaged to prepare Area 2 CY 2025 basic financial statements which were filed with the Ohio Auditor of State (AOS) on 05/19/2026.
- b. Nelsen noted that on 04/01/2026, AOS contacted COG office to begin Area 2 CY 2025 annual audit. Marshall noted this was the earliest the AOS has started our audit citing July as the usual time of the year. She further explained that Julian & Grube had not filed the financials at the time the auditors began the audit.

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- c. Nelsen noted that on 06/04/2026, the Ohio Dept. of Job and Family Services (ODJFS) announced the US Dept. of Labor Employment and Training Administration (ETA) selected our Area for a WIOA Adult and Dislocated Worker program, which will take place July 13-17, 2026. Marshall explained this was the first time US DOL/ETA has selected our Area since the formation of the SAMWA COG.
- d. Nelsen noted that on 06/09/2026, the ODJFS Office of Fiscal Monitoring announced a PY 2024 and PY 2025 fiscal review.

VII. RESOLUTIONS

Nelsen turned the attention of the meeting to the reading and adoption of the resolutions.

- a. Resolution 2026-01 of the Summit and Medina Workforce Area Council of Governments accepting the Ohio Department of Job and Family Services' (ODJFS) Program Year (PY) 2026/State Fiscal Year (SFY) 2027/Federal Fiscal Year (FFY) 2027 Workforce Innovation and Opportunity Act (WIOA) allocations for Ohio Local Workforce Area 2 and adopting operating and administrative budgets for SFY 2027 as recommended by the Summit and Medina Workforce Development Board at their meeting held on June 25, 2026.
 - i. Jalbert reviewed highlights of the budgets for the COG members.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-01. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- b. Resolution 2026-02 of the Summit and Medina Workforce Area Council of Governments authorizing an award by the Summit and Medina Workforce Area Council of Governments in the joint contract with the Summit County Department of Job and Family Services, for the payroll services of Nesco Resource, LLC during the period of October 1, 2026 through September 30, 2027, for youth and young adults participating in Work Experience under the Comprehensive Case Management Employment Program, in a minimum amount of \$200,000.00 of Workforce Innovation and Opportunity Act funds.
 - i. Nelsen inquired about the resolution language requiring a minimum amount rather than a not to exceed amount in WIOA funds. After discussion, Nelsen and Commissioner Swedyk asked to amend the language of Resolution 2026-02 to read:
 - 1. A Resolution authorizing an award by the Summit and Medina Workforce Area Council of Governments in the joint contract with the Summit County Department of Job and Family Services, for the payroll services of Nesco Resource, LLC during the period of October 1, 2026 through September 30, 2027, for youth and young adults participating in work experience under the Comprehensive Case Management Employment Program, ~~in a minimum amount of \$200,000.00~~ **in an amount not to exceed \$500,000.00** of Workforce Innovation and Opportunity Act funds.
 - 2. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-02 as amended. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- c. Resolution 2026-03 of the Summit and Medina Workforce Area Council of Governments authorizing the second renewal of three awarded by the Summit and Medina Workforce Development Board for a Subrecipient Agreement with Project Learn of Summit County to conduct the Test of Adult Basic Education and other assessments for job seekers at the OhioMeansJobs Summit County center for a period beginning July 1, 2026 and ending June 30, 2027 in an amount not to exceed \$70,000.00 of Workforce Innovation and Opportunity Act funds.

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- i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-03. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- d. Resolution 2026-04 of the Summit and Medina Workforce Area Council of Governments authorizing the first renewal of three awarded by the Summit and Medina Workforce Development Board of Workforce Innovation and Opportunity Act funds for a Subrecipient Agreement with Tri-County Jobs for Ohio's Graduates, under the structure of the State of Ohio's Comprehensive Case Management Employment Program, to provide youth services in Medina County in an amount not to exceed \$260,000.00 for the period of July 1, 2026 through June 30, 2027, with two remaining 12-month renewal options.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-04. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- e. Resolution 2026-05 of the Summit and Medina Workforce Area Council of Governments authorizing the first renewal of three awarded by the Summit and Medina Workforce Development Board of Workforce Innovation and Opportunity Act funds for a Subrecipient Agreement with Tri-County Jobs for Ohio's Graduates, under the structure of the State of Ohio's Comprehensive Case Management Employment Program, to provide youth services in Summit County in an amount not to exceed \$600,000.00 for the period of July 1, 2026 through June 30, 2027, with two remaining 12-month renewal options.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-05. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- f. Resolution 2026-06 of the Summit and Medina Workforce Area Council of Governments authorizing the second renewal of three awarded by the Summit Medina Workforce Development Board of Workforce Innovation and Opportunity Act funds for a Subrecipient Agreement with KRA Corporation to provide Career Services in Medina and Summit Counties in an amount not to exceed \$2,159,000.00 during the period of July 1, 2026 through June 30, 2027.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-06. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- g. Resolution 2026-07 of the Summit and Medina Workforce Area Council of Governments authorizing the second renewal of three awarded by the Summit Medina Workforce Development Board to KRA Corporation to provide One-Stop Operator Services, as defined by the Workforce Innovation and Opportunity Act, at the OhioMeansJobs Medina County and OhioMeansJobs Summit County American Job Centers for the period beginning July 1, 2026 and ending June 30, 2027, in an amount not to exceed \$190,000.00 of combined One-Stop Center Memorandum of Understanding Partner funds.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-07. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- h. Resolution 2026-08 of the Summit and Medina Workforce Area Council of Governments adopting additions to the Summit and Medina Workforce Area Council of Governments Personnel Policy Manual to make clearer the guidelines for employees retiring and what information may be released from a past or present employee's personnel file upon request from a potential future employer as a part of its hiring process.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-08. Nelsen seconded the motion. With no objections or abstentions, the motion carried.

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- i. Resolution 2026-09 of the Summit and Medina Workforce Area Council of Governments approving and adopting the Summit and Medina Workforce Area Council of Governments Cybersecurity Policy and confirming the applicability of confidentiality provisions under Ohio Revised Code § 9.64(E).
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-09. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- j. Resolution 2026-10 of the Summit and Medina Workforce Area Council of Governments authorizing the Summit and Medina Workforce Area Council of Governments to execute the first of two renewals to a five (5) year Lease Agreement with the Summit County Land Reutilization Corporation dba Summit County Land Bank for the lease of approximately 37,820 square feet of office space, at 1040 East Tallmadge Avenue, Akron, Ohio 44310, for the term of July 1, 2026 to June 30, 2031, with one more option to renew for an additional five-year term, in the amount of \$484,353.18 for the first year with an annual increase of 1% of the Base Rent after the first year of the initial term, for the operation of a federally mandated one-stop employment center in Summit County, known as an OhioMeansJobs center in the State of Ohio.
 - i. Following discussion about the amount of the lease, it was determined there should be a meeting with the landlord to review the rent and CAM charges going forward.
 - ii. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-10. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- k. Resolution 2026-11 of the Summit and Medina Workforce Area Council of Governments authorizing the Executive Director of the Summit and Medina Workforce Area Council of Governments to execute a Lease Agreement with the County of Medina, Ohio, for the lease of approximately 3,175 square feet of office space at 72 Public Square, Medina, Ohio 44256, for the period of August 1, 2026 through June 30, 2027, in the amount of \$2,910.41 per month to provide space for the operation of the One-Stop Employment Center in Medina County, known in the State of Ohio as an OhioMeansJobs center.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-11. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- l. Resolution 2026-12 of the Summit and Medina Workforce Area Council of Governments authorizing the execution of the Federal Fiscal Year 2027-2028 Data Sharing and Confidentiality Agreement between the Ohio Department of Job and Family Services and Ohio Local Workforce Area 2, to provide Area 2's public workforce system with access to specific Wage Record information and Unemployment Insurance Claimant data during the period commencing October 1, 2026 and ending September 30, 2028.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-12. Nelsen seconded the motion. With no objections or abstentions, the motion carried.
- m. Resolution 2026-13 of the Summit and Medina Workforce Area Council of Governments authorizing the Summit and Medina Workforce Area Council of Governments to adopt a change to its bylaws in order to convene meetings by means of video conference or any other similar electronic technology under specific conditions in accordance with Ohio Revised Code 121.221.
 - i. Commissioner Swedyk made a motion to adopt SAMWA COG Resolution 2026-13. Nelsen seconded the motion. With no objections or abstentions, the motion carried.

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VIII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Nelsen reminded those present that the next meeting of the SAMWA COG Board will be held on September 24, 2026 at 9:30 AM at a location to be determined. This meeting is to follow the conclusion of the Workforce Development Board's meeting.

IX. ADJOURNMENT

- a. Commissioner Swedyk made a motion to adjourn the meeting. Nelsen seconded the motion. With no objections or abstentions, the motion carried, and the meeting was adjourned at 10:12 AM.

Prepared by:

Grace Glaubman

Deputy Director, SAMWA COG