

**THE SUMMIT AND MEDINA WORKFORCE AREA COUNCIL OF GOVERNMENTS  
FOR OHIO LOCAL WORKFORCE AREA 2  
RESOLUTION 2017-08**

**A Resolution of the Summit and Medina Workforce Area Council of Governments adopting budget reallocation thresholds and purchasing authorities under and within which Ohio Local Workforce Area 2's Executive Director and the Summit/Medina Workforce Development Board's Finance Committee may leverage funds and/or adjust budgets.**

**WHEREAS**, the Summit and Medina Workforce Area Council of Governments (SAMWA COG) is tasked with adopting the policies and procedures for the operation of the public workforce system in Ohio Local Workforce Area 2 (Area 2) which is comprised of Medina and Summit Counties and represented by members of the Summit/Medina Workforce Development Board (WDB);

**WHEREAS**, the WDB established a Finance Committee to assist the Fiscal Agents with: assessing and projecting the availability of Workforce Innovation and Opportunity Act of 2014 (WIOA) funds that support Area 2; to assist with development, tracking, accounting, and preparation of Area 2 WIOA fiscal reports, and; to provide budgetary and fiscal recommendations to the WDB and the SAMWA COG;

**WHEREAS**, to ensure the efficient fiscal operation of Area 2, the SAMWA COG should delegate certain powers to the Executive Director and Finance Committee, including the ability to reallocate funding under or within established budget reallocation thresholds and purchasing authorities;

**NOW, THEREFORE, BE IT RESOLVED**, by the SAMWA COG that:

**SECTION 1**

The following budget reallocation thresholds and purchasing authorities under and within which the Executive Director and the Finance Committee may reallocate funds without prior SAMWA COG approval:

<b>WIOA ADMINISTRATION BUDGET</b>		<b>REALLOCATION THRESHOLD</b>	
<b>Category</b>	<b>Description</b>	<b>Director</b>	<b>Finance Committee</b>
Salaries	Salaries and Incentives	max \$5,000.00	max \$10,000.00
Benefits	OPERS, Medical, etc.	Up to 25%	Up to 50%
Travel & Expenses	Travel/Conferences	Up to 25%	Up to 50%
Contract Services	Fiscal agent, audits, legal, insurance	Up to 25%	Up to 50%
Operations	Office, memberships, furniture	Up to 25%	Up to 50%

**PURCHASE AUTHORITY GRANTED TO THE DIRECTOR & FINANCE COMMITTEE**

<b><u>Entity</u></b>	<b><u>Purchasing Authority</u></b>
Executive Director:	<i>Applies to WIOA Program Funds and WIOA Administration Funds</i> Authority to sign for purchases or agreements with annual cumulative expenses by vendor/provider up to \$10,000.00
Finance Committee:	Authority for purchases or agreements with annual cumulative expenses by vendor/provider ranging from \$10,000.00 to \$50,000.00
SAMWA COG:	Purchases or agreements with annual cumulative expenses in excess of \$50,000.00

SECTION 2

This Directive shall take effect immediately upon its adoption.

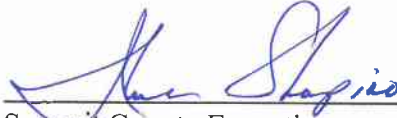
Ayes: 2

Nays: 0

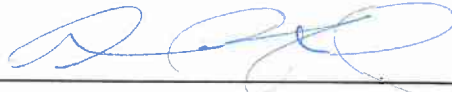
Abstain: 0

Absent: 0

ADOPTED, this 6<sup>th</sup> day of March, 2017.



Summit County Executive



Medina County Commissioner