

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD

EXECUTIVE COMMITTEE

MEETING MINUTES

July 6, 2016

7:30 AM

VIA PHONE CONFERENCE

Call 1 (605) 475-6700 and enter 4193096 followed by the # sign

WDB Members Present: Sharlene Chesnes, Anthony Esposito, Jon Miller

Guests and Staff Present: Terri Burns; Daniel Grantham; William Hanigan; Christine Marshall
Carol Wargo

I. Call to Order

- a. The meeting was called to order at 7:41 a.m. by Jon Miller, Board Chair.

II. Approval of minutes

- a. Miller made a motion to approve the draft minutes from the Executive Committee's 6/13/2016 meeting. The motion was seconded by Anthony Esposito, Vice Chair. The minutes were approved.

III. Reports

- a. There were no reports.

IV. Old/Unfinished Business

- a. Discussion of invoice received from John Chamberlin, Consultant to the Board
 - Bill Hanigan, Director, OhioMeansJobs Medina County (OMJMC), explained that Medina County's policy of authorizing payment of the per diem allowance upon reception of related receipts applies here as Chamberlin was contracted through Medina County. Chamberlin never furnished such receipts, so the per diem reimbursements Chamberlin included in his invoice would not be included in the total amount paid by Medina County. Miller agreed to this change in the total amount paid to Chamberlin for his services.
 - Miller approved his signature on the final invoice for payment to Chamberlin. Miller closed discussion on Agenda topic IVa.
- b. Notice regarding Board Certification, Summit County, which is pleased to announce that there are two perspective business members expected for appointment to the board by Executive Pry in August 2016
 - Christine Marshall, Deputy Director, Workforce Development, Summit County Department Job and Family Services (SCDJFS) identified *Jenny Stupica*, Human Resources Manager, SSP, Twinsburg, OH and *Jeffrey L. Bissell*, CPA, Chief Financial Officer and Treasurer, NMG Areospace, Stow, OH, as the two business members who will likely be appointed to the Board by Executive Pry in August 2016. Marshall expressed that Bissell brings to the board a strong

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financial background that will be of benefit to the soon-to-be formed Finance Subcommittee.

V. New Business

a. Items Requiring Action prior to the next full WDB meeting on July 13, 2016:

- Miller opened discussion on the agenda item to seek Executive Committee approval to enter into a Medina County WIOA Youth Services contract for the period of 7/1/2016 to 6/30/2016 with *Jobs for Ohio Graduates* (JOG).
- Sharlene Chesnes, Chair, Performance Committee, expressed that after careful consideration of JOG's proposal, the Performance Committee recommends JOG as the contracted WIOA Youth Services provider in Medina County. This contract is not to exceed \$250,000, and will provide services to two groups in Medina County:
 1. Youth ages 14 to 21 who are enrolled in-school (ISY), and ;
 2. Youth ages 16 to 24 who are out-of-school.
- Marshall expressed that this contract will be amended to be by and between the board and JOG upon formation of the Workforce Area 2's Council of Governments (COG). The reason for requesting the Executive Committee's approval on the matter today was to allow Hanigan to get the Medina County Board of Commissioners' approval on July 12, 2016. In turn, this would allow the WDB's full membership to approve the contract with JOG at its 7/13/2016 meeting.
- Miller motioned to approve the JOG's proposal to provide contracted Medina County WIOA Youth Services. Esposito seconded the motion. The motion was approved.

VI. Good of the Order

- a. Those present thanked Miller for his dedicated service to Area 2's WDB.

VII. Meeting Adjournment

- a. Miller motioned to adjourn the meeting. This motion was seconded by Esposito. The meeting adjourned at 7:54 am.

Respectfully Submitted,
Daniel Grantham
Executive Assistant
Summit County Department of Job and Family Services.