

**SUMMIT MEDINA WORKFORCE DEVELOPMENT BOARD  
PERFORMANCE COMMITTEE MINUTES  
OF  
TUESDAY, JUNE 4, 2024  
8:00 AM**

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

Microsoft Teams: [Click here to join the meeting](#)

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<b>Board &amp; Committee Members Present:</b>	Jeff Bissell, WDB Chair ( <i>virtual</i> ); Matt Capozzi, Performance Committee Chair; John Chester; Jessica Heid, WDB Vice Chair ( <i>virtual</i> ); Martin Helms ( <i>virtual</i> ); Marquita Mitchell; Sharlene Ramos Chesnes
<b>Committee Members Absent:</b>	Joan Pritchett
<b>SAMWA COG Staff Present:</b>	Grace Glaubman, Deputy Director; Christine Marshall, Executive Director
<b>Guests Present:</b>	Yash Ghosh, Intern, Summit County Executive; Colleen Sims, Attorney, Summit County Dept. of Law & Risk Management

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**I. CALL TO ORDER**

- a. Capozzi called the meeting to order at 8:05 AM. Those present introduced themselves and Glaubman took attendance of those present in person and virtually.

**II. APPROVAL OF MINUTES**

- a. Mitchell made a motion to approve the Committee's March 7, 2024 meeting minutes, which Ramos Chesnes seconded. The motion passed by a roll call vote of committee members present in-person and virtually, recorded by Glaubman, with no objections or abstentions.

**III. REPORTS**

- a. Glaubman presented the WIOA Adult/Dislocated Worker Career Services Provider Performance Reports for PY 2023, July 2023 – April 2024 (YTD).
  - i. Medina
    - o 120 customers are currently enrolled and receiving services.
    - o Medina has made 256 placements YTD.
    - o The average hourly wage of these placements is \$21.35.
    - o 2 ITAs and 14 OJT plans have been written YTD.
  - ii. Summit
    - o 164 customers are currently enrolled and receiving services.
    - o Summit has made 454 placements YTD.
    - o The average hourly wage of these placements is \$19.47.
    - o 63 ITAs and 17 OJT plans have been written YTD.

**IV. OLD BUSINESS**

- a. Glaubman gave an update regarding the status of the State of Ohio's PY 2021-2022 WIOA/CCMEP program monitoring review:
  - i. The monitoring review spanned over the course of two program years, beginning July 1, 2021 through June 30, 2023, looking specifically at Summit County case files.

- ii. Three continuous improvement plans were written and submitted to the State, and all action items outlined in the improvement plans were completed on April 2, closing the monitoring review.
- b. SFY 2025/PY 2024 One-Stop Operator and WIOA Career Services RFP
  - i. Glaubman reviewed with the committee the Area 2 SFY 2025 RFP for WIOA Career Services and One-Stop Operator Services released in January 2024. Four proposals for career services and three proposals for operator services were received in response to the RFP. An evaluation committee comprised of members of the WDB One-Stop Operations and Performance Committees, as well as community members with expertise in workforce development, met on May 20, 2024 to discuss the results of individual evaluations.
  - ii. Bissell, Capozzi, Chesnes, Heid, and Mitchell participated on the evaluation committee and provided comments on the May 20 meeting results and their individual evaluations of proposals for discussion with the present committee members. Following the May 20 meeting, panel interviews were held with the two highest scoring respondents, for which Glaubman and Marshall shared highlights.
  - iii. Chester made a motion to recommend to the full WDB a contract awarded to KRA Corporation for WIOA Adult and Dislocated Worker Career Services at both OhioMeansJobs Medina County and OhioMeansJobs Summit County for SFY 2025.
    - o Bissell seconded the motion, and the motion passed by a roll call vote of committee members present, in person and virtually, recorded by Glaubman, with no objections or abstentions. Helms, attending virtually, exited the meeting prior to the vote at 8:50 AM.

## **V. NEW BUSINESS**

- a. Marshall requested to add an item to the agenda and proceeded to inform the Committee that our Area is currently being both audited and monitored by the following agencies for the following reasons:
  - i. On 05/28/2024, the Auditor of State (AOS) announced they will begin their CY 2023 annual audit of Area 2 financials on 06/03/2024.
  - ii. On 05/28/2024, the Ohio Department of Job and Family Services (ODJFS) WIOA Fiscal Monitoring Review for the period of July 1, 2022, to April 30, 2024, was announced and commenced.
  - iii. On 06/03/2024, ODJFS announced the PY 2023 WIOA Comprehensive Program Monitoring Review for Medina County for the period of July 1, 2023, to June 30, 2024.

## **VI. GOOD OF THE ORDER**

- a. Capozzi reminded the Committee that the next full WDB meeting will be held at 8:00 AM on Friday, June 21, 2024, at the Radisson Hotel Akron Fairlawn, and virtually via MS Teams.

## **VII. ADJOURNMENT**

- a. Ramos Chesnes made a motion to adjourn the meeting, which Chester seconded. The meeting adjourned at 9:00 AM.

*Prepared by*  
*Grace Glaubman*  
*Deputy Director, SAMWA COG*