



**MEETING MINUTES**  
**Friday, June 21, 2024**  
**9:30 AM**

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Chief Elected Officials (CEOs)/COG Members Present:	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; Christine Marshall, Executive Director; Kelly Smerek, Operations Coordinator; Grace Glaubman, Deputy Director; Tammy Underwood, KRA Corp.
Area 2 Fiscal & Sub Fiscal Agent Staff Present:	Phil Montgomery, Director of Finance and Budget; Tom Jalbert, Fiscal Operations Administrator, SCDJFS
Legal Counsel Present:	Colleen Sims, Attorney, County of Summit Dept. of Law & Risk Management

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**I. CALL TO ORDER**

- a. Executive Shapiro called the meeting to order at 09:30 AM.

**II. INTRODUCTION**

- a. Executive Shapiro welcomed everyone and asked for a roll call. Ms. Smerek took the roll call for which both Executive Shapiro and Commissioner Swedyk were noted as present.

**III. APPROVE MINUTES OF PREVIOUS MEETING**

- a. Executive Shapiro asked if there were any comments from the March meeting regarding the minutes. Hearing none, she asked for a motion to approve. Commissioner Swedyk made a motion to approve the SAMWA COG's 03/28/2024 meeting minutes. Executive Shapiro seconded the motion. With no objections or abstentions, the motion was carried, and the 03/28/2024 minutes were approved.

**IV. REPORTS**

- a. There were no reports to present.

**V. UNFINISHED BUSINESS**

- a. Glaubman informed the COG members that ODJFS is rebranding the OhioMeansJobs system, and our Area was awarded \$9,000.00 to make the changes including signage, website, business cards, etc. We have until December 31, 2024 to make the changes.
- b. On 05/20/2024, Julian & Grube, Inc. filed Area 2 CY 2023 basic financial statements

**VI. NEW BUSINESS**

- a. Marshall shared that on 5/28/24 the Auditor of State (AOS) announced they will begin their CY 2023 annual audit of Area 2 financials on 06/03/2024.
- b. Glaubman reported the Ohio Department of Jobs and Family Services (ODJFS) began on-site program review on 05/28/2024 of the Summit County portion of Area 2's WIOA/CCMEP files for the period of 07/01/2022 through 04/30/2024 (2 years).
- c. Glaubman also reported that on 06/03/2024, ODJFS announced the WIOA Comprehensive

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Program Monitoring Review for Medina County for the period of 07/01/2023, to 06/30/2024.

## VII. RESOLUTIONS

- a. Executive Shapiro turned the attention of the meeting to the reading and adoption of the resolutions.
- b. Resolution 2024-06 authorizing the third 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 State of Ohio's Comprehensive Case Management Employment Program model, to provide WIOA youth services for the period of 7/1/2024 to 6/30/2025, with no remaining renewal options.
  - i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-06. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
- c. Resolution 2024-07 authorizing the third renewal of three awarded by the Summit and Medina Workforce Development Board of Workforce Innovation and Opportunity Act funds for three Subrecipient Agreements with Summit County service providers, under the State of Ohio's Comprehensive Case Management Employment Program model, to provide WIOA youth services for the period of 7/1/2024 to 6/30/2025, with no remaining renewal options.
  - i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-07. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
- d. Resolution 2024-08 authorizing the Summit and Medina Workforce Area Council of Governments, on the recommendation of the Summit Medina Workforce Development Board, to award a Subrecipient Agreement to KRA Corporation to provide Adult and Dislocated Worker Career Services, in Summit and Medina Counties under the Workforce Innovation and Opportunity Act in an amount not to exceed \$1,900,000.00 for the period beginning 7/1/2024 and ending 6/30/2025.
  - i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-08. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
- e. Resolution 2024-09 authorizing the Summit and Medina Workforce Area Council of Governments, on the recommendation of the Summit Medina Workforce Development Board, to award a contract 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 7/1/2024 and ending 6/30/2025 in an amount not to exceed \$175,000.00 of combined One-Stop Center Memorandum of Understanding Partner funds.
  - i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-09. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
- f. Resolution 2024-010 authorizing the Summit and Medina Workforce Area Council of Governments to execute an Intergovernmental Agreement with the County of Summit Department of Job and Family Services to provide One-Stop Operator Services, as defined by the Workforce Innovation and Opportunity Act, at the OhioMeansJobs Summit County center for a transitional period beginning 7/1/2024 and ending 12/31/2024 in an amount not to exceed

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\$76,307.77 of Memorandum of Understanding Partner funds.

- i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-10. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
  
- g. Resolution 2024-11 authorizing the Summit and Medina Workforce Area Council of Governments to enter into a Subrecipient Agreement with Project Learn of Summit County to conduct Test of Adult Basic Education assessments for job seekers at the OhioMeansJobs Summit County center for a period beginning 7/1/2024 and ending 6/30/2025 in an amount not to exceed \$70,000.00 of Workforce Innovation and Opportunity Act funds.
  - i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-11. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
  
- h. Resolution 2024-12 to enter into an Intergovernmental Agreement with the County of Summit Department of Job and Family Services for the purpose of reimbursing the Department for costs associated with cost allocation methods, including direct and indirect services, for an initial period beginning 7/1/2024 and ending 6/30/2025 in an amount not to exceed \$225,000.00.
  - i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-12. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
  
- i. Resolution 2024-13 authorizing the Executive Director of the Summit and Medina Workforce Area Council of Governments to execute the first and second renewals on the five-year Lease Agreement with the County of Medina, Ohio, for the lease of approximately 3,175 square feet of office space at 72 Public Square, in the City of Medina, for the period of August 1, 2024 through July 31, 2026, 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. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-13. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
  
- j. Resolution 2024-14 adopting Workforce Area 2's Operating and Administrative Budgets for State Fiscal Year 2025 as recommended by the Summit and Medina Workforce Development Board at their meeting held on June 21, 2024.
  - i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-14. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
  
- k. Resolution 2024-15 authorizing the inclusion of Chugach and Equus, and the Summit and Medina Workforce Area Council of Governments as "Additional Partners", defined in The Workforce Innovation and Opportunity Act of 2014 (WIOA), Section 121(b)(2) to the Sate Fiscal Year 2024 and 2025 Local Workforce Area One-Stop Partner Memorandum of Understanding (MOU).
  - i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-15. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.
  
- l. Resolution 2024-16 authorizing the Summit and Medina Workforce Area Council of Governments to extend the Subrecipient Agreement with United Labor Agency to provide Adult

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and Dislocated Worker Career Services, as defined by the Workforce Innovation and Opportunity Act, in Summit and Medina Counties for a transitional period beginning 7/1/2024 and ending 8/30/2024 in an amount not to exceed \$232,984.14.

- i. Executive Shapiro made a motion to adopt SAMWA COG Resolution 2024-16. Commissioner Swedyk seconded the motion. With no objections or abstentions, the motion carried.

## VIII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Marshall presented “Partnering With Your Local Workforce Area” to the Ohio Child Support Directors Association’s County-level attorneys speaking about how the child support system can benefit from having obligors that are not paying their child support.
- b. Executive Shapiro reminded those present that the next meeting of the SAMWA COG Board will be held on September 26, 2024 at 9:30 AM, at the Radisson Hotel Akron-Fairlawn in the Buckeye Room. 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. Executive Shapiro seconded the motion. With no objections or abstentions, the motion carried, and the meeting was adjourned at 10:02 AM.

Prepared by:

Kelly Smerek

Operations Coordinator, SAMWA COG