

**SUMMIT MEDINA WORKFORCE DEVELOPMENT BOARD
FULL MEMBERSHIP MEETING
ON
THURSDAY, SEPTEMBER 26, 2024**

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WDB Members Present:	Jeff Bissell, <i>WDB Chair</i> ; Matthew Capozzi; Sharlene Chesnes; Malcom Costa; Anthony Esposito; Jessica Heid, WDB Vice Chair; Toya Kelker; William Moore; Bethany Dentler; John Chester; David Prentice; Patricia Dempsey; Marquita Mitchell; Paul Ratcliff
WDB Members Virtual:	Amy Lane; Maria Miller; Joan Prichett
WDB Members Absent:	
Summit and Medina Workforce Area Council of Governments/WDB Staff Present:	Meghan Adair, Special Projects Manager; Grace Glaubman, Deputy Director; Christine Marshall, Executive Director; Kelly Smerek, Operations Coordinator
Medina/Summit County Staff, Contracted Workforce Innovation and Opportunity Act Staff	Summit County: Colleen Sims, Attorney KRA: Melvin Jackson; Susan Rospotynski
Area 2 Fiscal Staff Present:	Tari Addison; Tom Jalbert; Kate Backur; Mark Milhoan
Guests	KRA: Patrick Boxall; Jonathan Overall

I. CALL TO ORDER

- a. Chair Bissell called the meeting to order at 8:01 AM. Those present introduced themselves and Smerek took attendance of those present and virtually via a roll call. All non-members attending the meeting were asked to email kelly.smerek@workforcearea2.org to be recorded in the minutes as present.

II. APPROVE MINUTES OF PREVIOUS MEETING

- a. Bissell reviewed and requested a motion to approve the 06/21/2024 WDB meeting minutes. Capozzi made the motion, which Prentice seconded. The motion was passed by a roll call vote of the Board members in attendance, recorded by Smerek, with no objections or abstentions.

III. REPORTS

- a. Executive Committee Report
 - i. Bissell noted that there have been no meetings of the Executive Committee since the last WDB Regular meeting on 06/21/2024.
- b. Finance Committee Report
 - i. Bissell noted that there have been no meetings of the Finance Committee since the last WDB Regular meeting on 06/21/2024.
 - ii. Bissell then turned the meeting over to Jalbert, who reviewed the following reports for the Board members:
 - 1. SFY 2024 Area 2 WIOA Financials, as of 08/31/2024. Jalbert noted in his report we are starting to spend Year 1 money allocated to Medina for SFY 2025. In Summit

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County, we will fully spend Year 2 money before spending any Year 1 money when going through the liquidation period, 07/01/2024 to 09/30/2024.

2. SFY 2024 Area 2 Operating Budget: Program and Administrative as of 08/31/2024
 - a. Jalbert turned the members' attention to the balances of the various service delivery contracts and training services under the Adult, Dislocated Worker, and Youth categories for both counties and noted the percentages of funds remaining in the contractors' budgets. We are still in the liquidation period.
 - b. Administrative expenditures are on track.
 3. SFY 2025 Area 2 WIOA Financials, as of 08/31/2024.
 - a. Jalbert noted that there has not been a lot of spending activity thus far, two months into the new fiscal year.
 4. SFY 2025 Area 2 Operating Budget: Program and Administrative as of 08/31/2024.
 - a. Jalbert reviewed the current fiscal year operating budget.
 5. RESEA and Special Grants Budget Expenditures
 - a. Jalbert turned the members' attention to the Reemployment Service and Eligibility Assessment (RESEA) Program Services and Special Grants expenditures. Jalbert noted that Fresh Start funding will go through September 30, 2024, but noted that PY 24 will be granted funding in May 2024. We are currently spending against the PY 23 allocation.
 - b. Jalbert reviewed the Opioid Fresh Start and Business Resource Network (BRN) grants; shared the Opioid Fresh Start was granted a no-cost extension through 03/31/2025 resulting in the Summit County Public Health contract being extended but not increased. The Business Resource Network grant ended on 06/30/2024, with a liquidation period until 09/30/2024.
- c. One-Stop Operations Committee Report
- i. Bissell noted that there have been no meetings of the One-Stop Operations Committee since the last WDB Regular meeting on 06/21/2024.
- d. Performance Committee Report
- i. Bissell called upon Capozzi, who summarized the 09/17/2024 meeting, at which the Committee:
 1. Approved minutes of the 06/04/2024 meeting.
 2. They reviewed final Adult/Dislocated Worker Career Services Performance Reports for PY 23, July 2023 – June 2024.
 3. The committee then reviewed the State of Ohio PY 22 Annual Adjusted and PY 23 Q4 Unadjusted WIOA and CCMEP Performance Reports.
 4. Moving onto old business, the committee was provided an update on the Program Year 2023 State of Ohio program monitoring review.
 5. The committee was informed of the biennial WIOA Performance Standards negotiation between the State and all local workforce areas for PY 24 and PY 25.
 6. Moving onto new business, the committee received an update on the Adult/Dislocated Worker Career Services provider transition from ULA to KRA Corporation.

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7. The committee was informed of the upcoming SFY 26 CCMEP Youth Services Request for Proposals (RFP).
- ii. Capozzi then asked Glaubman to review various performance reports.
 1. Glaubman directed attention to the local Area reports that tracked the annual WIOA Career Services (Adult/Dislocated Worker Services) performance for Summit and Medina Counties for SFY 24, July 2023 through June 2024, noting the following highlights over the 12-month period:
 - a. Medina
 - i. 169 new jobseekers were enrolled
 - ii. 313 jobseekers placed, averaging a wage of \$21.01 per hour; fewer placements were made compared to the year immediately preceding.
 - iii. Top industries for placements were transportation/warehousing (18%), manufacturing (17%) and healthcare/social services (12%)
 - iv. Two ITAs written
 - v. Eight OJT plans written; the average ending wage for OJTs was \$23.72 per hour
 - vi. 20 recruitment events were held
 - b. Summit
 - i. 299 new job seekers were enrolled
 - ii. 578 jobseekers placed, averaging a wage of \$19.74 per hour; fewer placements were made compared to the two program years preceding
 - iii. Top industries were transportation and warehousing (17%), healthcare/social services (16%), and manufacturing (14%)
 - iv. 65 ITAs written
 - v. 20 OJT plans written; average end wage for OJTs was \$19.33 per hour
 - vi. 45 recruitment events were held
 2. Glaubman reviewed the PY 22 Adjusted Annual WIOA Performance Report for Adult, Dislocated Worker, and CCMEP WIOA Youth Programs (07/01/2022 – 06/30/2023).
 - a. This is the final report issued for the program year. As an Area, all performance standards were met or exceeded in all three populations.
 3. Glaubman reviewed the PY 23/SFY 24 State of Ohio Q4 Unadjusted WIOA Performance Report (07/01/2023 – 06/30/2024).
 - a. The Area is meeting the standard for all measures with the exception of WIOA Youth Measurable Skills Gain. Quarter 4 is a slightly different report than annual, as the Q4 report is pulled by the State on July 1 or shortly thereafter, meaning that nothing entered during the 6–8-week period provided after the close of a program year to enter data into the system would appear in this report. This is when the bulk of Measurable Skills Gains for CCMEP Youth is entered. Considering all the data entered into the system in July and August, it is expected that expect measurable skills performance will meet the standard.
- iii. Bissell asked Adair for an update on our Special Grant Projects that she manages.
 1. Adair started with the Business Resource Network (BRN) Grant stating the goal of

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this program is to expand business services teams, business outreach, and employer engagement; this grant expired on 06/30/2024. As a result, Community Action Wayne Medina's transportation program ended; Medina County Economic Development Corporation's Business Intelligence Gathering for Youth Pre-Apprenticeships, had ended. MCEDC reported 150 Medina employers were visited since 07/01/2023 with 138 high school seniors participating in pre-apprenticeships; ConxusNEO's Tech Sector Partnership to address the historic economic exclusion of the Black community in Greater Akron in tech careers efforts ended with this grant but continues to be a focus to address racial inequalities.

2. Adair continued her report with the Fresh Start Grant, which addresses the opioid epidemic in the workplace; originally set to expire 03/31/2024, as Jalbert mentioned earlier has been extended for one year to 03/31/2025 at no cost. Results since 03/01/2022 are:
 - a. Two individuals received skill training under the grant.
 - b. Four temporary disaster relief workers were hired; one at Tyler's Redemption Place in Summit and one at Hope Recovery in Medina, and two at Summit County Public Health.
 - c. Summit County Public Health is operating a recovery friendly workplace initiative and has two temporary disaster relief workers who have engaged with nearly 40 employers in various stages of becoming workplace recovery friendly certified.
 - d. On October 10, 2024 Summit County Public Health will be hosting an RFW Symposium where its Early Ambassadors will be publicly celebrated.
3. Adair concluded with an activity report on the Reemployment Services and Eligibility Assessment (RESEA) delivered by three Area 2 board staff at the Summit and Medina OMJ centers. During the time period of 01/01/2024 to 09/23/2024, 977 individuals were available for selection in Area 2, and 725 of them were selected; 501 completed their initial appointment and 454 completed their subsequent appointment. We have completed 73% of the year and are well on the way to meeting the goals for the year.

IV. UNFINISHED BUSINESS

- a. Bissell asked Glaubman to update board members on the status of the rebranding of OhioMeansJobs.
 - i. Area 2 has until the end of the calendar year to obligate the funds allocated for rebranding, for which a total of \$9,000 was awarded for both counties. Items requiring rebranding include outreach materials, signage, website, etc. The website rebranding is complete and the remainder of the project is currently in process.
- b. Bissell reminded attendees that there are two vacancies on the WDB, Summit business appointees which prohibits board certification.
- c. Auditor of State's (AOS) audit of CY 23 is complete with no findings and was uploaded by AOS to the Federal government's website for their review on 09/24/2024.
- d. The Ohio Department of Job and Family Services' (ODJFS) WIOA Fiscal Monitoring Review for the period of July 1, 2022, to April 30, 2024, is near completion.
- e. An exit conference was held 09/24/2024 for ODJFS's WIOA Comprehensive Program Monitoring Review of Medina County for the period of 07/01/2023 to 06/30/2024. There were no significant observations for the Adult/Dislocated Worker program. The CCMEP Youth program monitoring

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resulted in a continuous improvement plan that is currently being drafted.

- f. Marshall provided an update on OhioMeansJobs Summit and Medina construction projects.

V. NEW BUSINESS

- a. Comprehensive Case Management and Employment Program (CCMEP) Youth Education and Employment Services RFP process for SFY 26 is underway.
 - i. Glaubman announced that we are releasing a combined RFP for Medina and Summit Counties that will be released in January or February 2025.
- b. Marshall noted that the local areas and the State of Ohio engage in a negotiation for WIOA performance measures every two years. New performance standards for Area 2 proposed by the State were accepted, so no further negotiation took place.

VI. GOOD OF THE ORDER/ANNOUNCEMENTS/MISCELLANEOUS UPDATES

- a. Marshall provided board staffing updates; one RESEA staff was hired in Summit County and one in Medina County. They are set to start on 10/09/2024.
- b. Marshall gave an update on the Federal workforce system reauthorization.
- c. Bissell noted the board staff prepared the following Letters of Support since the last WDB meeting:
 - i. 06/24/2024, for Asian Services in Action's grant proposal in collaboration with Stark State College, made to U.S. Department of Health and Human Services, Office of Refugee Resettlement, to provide direct linkages to local providers of career pathways services to 140 refugees to gain skills to enter the workforce in professional and skilled careers.
 - ii. 06/28/2024, for Jobs For Ohio's Graduates grant proposal made to the U.S. Department of Labor to expand after school programming centered on workforce development activities for high-need opportunity youth.
 - iii. 07/08/2024, for Oakmont Education's grant application to the U.S. Department of Labor, to receive funding for expanding quality jobs for youth and young adults looking to enter the workforce as childcare workers and direct support professionals.
 - iv. 07/10/2024, for the Barberton Community Foundation's grant request made to the U.S. Department of Commerce, Economic Development Administration, Chicago Office for a planning and local technical assistance to perform a comprehensive feasibility study for the potential development of a polymer workforce center.
 - v. 09/16/2024, for Summit County's submission to the U.S. Department of Commerce's Digital Equity Competitive grant to ensure all members of the Summit County community have access to critical digital resources and exploring careers in the broadband and 5G readiness sector.
- d. Bissell turned attention to the Ohio's August 2024 Unemployment Rates.
- e. Bissell pointed out the Ohio Labor Market Information Newsletter that has unemployment information within it.
- f. Bissell reminded members that any roster changes should be submitted to Smerek.
- g. Bissell informed those in attendance that the next WDB meeting will be held on 12/19/2024, at 8:00 AM at OneDigital Medina and virtually via Microsoft Teams; Bissell also reminded board members that if they plan to attend in-person, please notify Smerek so there are enough materials printed.

VII. ADJOURNMENT

Bissell requested a motion to adjourn the meeting. Capozzi made the motion which was seconded by Mitchell. The motion was passed. The meeting was adjourned at 9:00 AM.

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Prepared by:

Kelly Smerek

Operations Coordinator, SAMWA COG