

SUMMIT/MEDINA WORKFORCE DEVELOPMENT BOARD
REGULAR MEETING
THURSDAY, DECEMBER 19, 2024
8:00 AM

In-person location:
OneDigital Medina
1133 Medina Road, Suite 300, Medina, OH 44256

Meeting ID: 299 573 600 172

Passcode: sF2gNz

Or call in (audio only)

+1 321-710-8464

Phone Conference ID: 766 228 682#

I. CALL TO ORDER

II. INTRODUCTION

- a. Welcome: WDB members, WDB staff, and guests. (Bissell)
 - i. Recognize new board staff members, *Peter Moukoulis, Project Assistant and Stephanie Peterson, Lead Workforce Services Representative*
- b. Kelly Smerek will take WDB members roll call to record attendance.
 - i. All non-members attending the meeting are asked to email kelly.smerek@workforcearea2.org to be recorded in the minutes as present.

III. APPROVE MINUTES OF PREVIOUS MEETING

- a. Discussion of minutes from the 09/26/2024 WDB Regular meeting. (attachment 1)
 - i. Motion to approve the WDB 09/26/2024 meeting minutes.

IV. REPORTS

- a. Executive Committee Report (Bissell)
 - i. There have been no meetings of the Executive Committee since the last WDB Regular meeting on 09/26/2024.
- b. Finance Committee Report (Esposito)
 - i. There have been no meetings of the Finance Committee since the last WDB Regular meeting on 09/26/2024.
 1. Fiscal Reports (Jalbert)
 - a. Review of **SFY 24** Area 2 Financials liquidated as of **9/30/24** (attachment 2)
 - b. Review of **SFY 24** Area 2 Operating budget: Allocation & Grant Budget Expenditures liquidated as of **9/30/24** (attachments 3a-c)
 - c. Review of **SFY 2025** Area 2 Financials as of **11/30/2024** (attachment 4)
 - d. Review of **SFY 2025** Area 2 Operating Budget: Allocations, Program, Administration, RESEA & Special Grant Expenditures as of **11/30/2024** (attachments 5a-e)
 2. Discussion concerning budget appropriation for CY 2025 and Motion to recommend to the SAMWA COG the acceptance of the budget appropriation for CY 2025 by passage of their Resolution 2024-17 at its 12/19/24 meeting (attachment 6)

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- c. One-Stop Operations Committee Report
 - i. There have been no meetings of the One-Stop Operations Committee since the last WDB Regular meeting on 09/26/2024.

- d. Performance Committee Report
 - i. Summary of the 12/3/2024 meeting (Capozzi)
 - 1. Performance Reports (Glaubman)
 - a. Local Area Performance Reports
 - i. WIOA Career Services performance data for Medina & Summit SFY 25, July 2024 through November 2024. **(attachments 7a&b)**
 - b. PY 23/SFY 24 State of Ohio Annual Unadjusted WIOA Performance Report **(attachment 8)**
 - 2. Special Projects Reports (Adair)
 - a. Fresh Start Opioid Prevention grant projects 03/01/2022 – 03/31/2025 **(attachment 9)**
 - 3. RESEA Report (Adair) (attachment 10)

V. UNFINISHED BUSINESS

- a. Status: Rebranding OhioMeansJobs (Glaubman)
- b. Three vacancies on the WDB, two Summit and one Medina business appointees (Marshall)
- c. Auditor of State's (AOS) CY 2023 annual audit is complete with no findings
 - i. A resulting action from the AOS audit: Ohio Department of Job and Family Services (ODJFS) issued official letter accepting the AOS Audit of the WIOA funds **(attachment 11)**
- 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, awaiting an exit conference.
- e. Updates on OhioMeansJobs Summit & Medina construction projects (Marshall)
- f. Comprehensive Case Management and Employment Program (CCMEP) Youth Education and Employment Services Request for Proposal (RFP)

VI. NEW BUSINESS

- a. 2025 DRAFT WDB Meeting Schedule (Glaubman) **(attachment 12)**
- b. Medina County board members' terms ending 12/31/24 (Marshall)

VII. GOOD OF THE ORDER/ANNOUNCEMENTS

- a. Board staffing updates
- b. Update: Federal workforce system reauthorization of WIOA (Marshall)
- c. Annual signing of Conflict-of-Interest Statement (Smerek)
- d. On 10/16/2024, Marshall was elected to the Child Guidance Family Solutions Board of Trustees.
- e. Letters of Support requested since the last WDB meeting:
 - i. 10/28/2024: for the Medina County Manufacturing Partnership's (MCMP) grant application to the Governor of Ohio's Office of Workforce Transformation for an Industry Sector Partnership (ISP) Spark Grant.
- f. October 2024 Unemployment Rates **(attachment 13)**
- g. WDB Roster will be emailed to members

VIII. ADJOURNMENT

Next WDB meeting March 27, 2025, 8:00 AM – at OhioMeansJobs Summit County with virtual option

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*We hope everyone has a wonderful holiday season!
Christine, Grace, Kelly, Meghan, Stephanie & Peter*