

**THE SUMMIT AND MEDINA WORKFORCE AREA COUNCIL OF GOVERNMENTS  
FOR OHIO LOCAL WORKFORCE AREA 2  
RESOLUTION 2024-20**

**A Resolution adopting adjustments to the Summit and Medina Workforce Area Council of Governments (“SAMWA COG”) Procurement Policy Manual as part of an annual review of State and Federal procurement regulations to ensure compliance with purchasing rules.**

**WHEREAS**, the SAMWA COG was established to provide the governance structure for and to be the ultimate authority over the WDB, so that the WDB can conduct its mandated functions of planning, procuring, contracting, monitoring and assessing workforce development programs, with the SAMWA COG being ultimately responsible for the expenditure of the Workforce Innovation and Opportunity Act of 2014 (“WIOA”) funds;

**WHEREAS**, the SAMWA COG has been formed in part to act as the employer of staff to support the WDB in performing its mandated functions including procurement and purchases;

**WHEREAS**, at its meeting held 3/7/2017, the Summit and Medina Workforce Area Council of Governments (the “SAMWA COG”) adopted Resolutions 2017-07 and 2017-08, adopting the Acquisition and Procurement Policies (the “Policies”) for Area 2 and establishing Purchasing Authorities for SAMWA COG’s Executive Director, the Summit Medina Workforce Development Board’s (the “WDB”) Finance Committee, and the SAMWA COG Board, respectively;

**WHEREAS**, procurement and purchasing rules for the use of federal funds will change from year to year and it is the responsibility of the SAMWA COG staff to update local policy and procedure to ensure adherence to the rules;

**WHEREAS**, the SAMWA COG staff as part of an annual review of State and Federal procurement and purchasing rules made adjustments to the SAMWA COG’s local policy to ensure compliance; and

**WHEREAS**, the SAMWA COG finds and determines, after review of all pertinent information, that it is necessary and in the best interest of Area 2 to adopt the revisions recommended by its staff to the SAMWA COG Acquisition and Procurement Policies;

**NOW, THEREFORE, BE IT RESOLVED**, by the SAMWA COG that:

**SECTION 1**

The SAMWA COG hereby authorizes and approves the adjustments to the SAMWA COG Acquisition and Procurement Policies as shown on Exhibit A, attached hereto and incorporated herein as if fully restated.

**SECTION 2**


This Directive shall take effect immediately upon the adoption of this Resolution.

Ayes: 2  
Nays: 0  
Abstain: 0  
Absent: 0

**THE SUMMIT AND MEDINA WORKFORCE AREA COUNCIL OF GOVERNMENTS  
FOR OHIO LOCAL WORKFORCE AREA 2  
RESOLUTION 2024-20**

ADOPTED, this 19<sup>th</sup> day of December, 2024.

  
Summit County Executive

  
Medina County Commissioner

**THE SUMMIT AND MEDINA WORKFORCE AREA COUNCIL OF GOVERNMENTS  
FOR OHIO LOCAL WORKFORCE AREA 2  
RESOLUTION 2024-20**

**EXHIBIT A**

Adjustments made to the SAMWA COG Acquisition and Procurement Policy include:

1. Grammar and layout made consistent throughout the entire document.
2. Aligned authority to take procurement actions with established purchasing thresholds.
3. Purchasing authority added for Deputy Director to assist in processing the increased volume of training obligations.
4. Removed references to procurement standards for the US Department of Health and Human Services and US Department of Agriculture.
5. Required general contract provisions updated to be current.
6. Removed references to competitive sealed bids.
7. Addition of best practical source as a noncompetitive procurement method.
8. Revised contract administration requirements to reflect current practices.

