

MINUTES APPROVED ON MARCH 8, 2017

Michigan Works! Southeast
Workforce Development Board
January 11, 2017, 10:00 a.m. – 12:00 noon
Chelsea Comfort Inn, Village Conference Center
Commerce Park Drive, Chelsea, MI 48118

Southeast Michigan Workforce Development Board Members Present

Richard Currie	Hitachi Automotive Systems	via conference call
Sean Duval, Chairperson	Golden Limousine International	
Paul Ganz	DTE Energy	
Donald Germann	County National Bank	
Jeremiah “JJ” Hodshire	Hillsdale Hospital	via conference call
Tim Jackson	Washtenaw ISD	
Marcus James, Vice Chairperson	StableInc.LLC	
Swatee Kulkarni	GDI Infotech, Inc.	
Lynn Matzen	Matrix Systems LLC	
Sharon Miller	Consumers Energy	
Kevin Oxley	Jackson County ISD	
Angela Parth	Livingston Family Center	
John Salyer	Ann Arbor Electric, JATC	
Matthew Sandstrom	Rustbelt Group	

Southeast Michigan Workforce Development Board Members Absent

Leslie Alexander	Inmatech, Inc.
Mindy Bradish-Orta	Jackson Chamber of Commerce
Jeremy Frew	Jackson College
Steven Girardin	Michigan Rehabilitation Service
Lee Graham	Operating Engineers 324
Steven Hogwood	McDonalds
Scott Menzel	Washtenaw County ISD
Philip Santer	Ann Arbor SPARK
Grace Trudell	IBEW 58
James Van Doren	Lenawee Now
Leann Wilt	Venchurs, Inc.

Southeast Michigan Workforce Development Board – Alternates – Present

John Salyer	Ann Arbor Electric, JATC	Alternate for Lee Graham
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Staff

Bill Sleight, Director	Michigan Works! Southeast
Shamar Herron, Deputy Director	Michigan Works! Southeast
Gauge Aebersold	Michigan Works! Southeast
Robin Aldrich	Michigan Works! Southeast
Nicole Bell	Michigan Works! Southeast
Jim Coutu	Michigan Works! Southeast
LaDena Fredette	Michigan Works! Southeast
Maggie Flaherty	Michigan Works! Southeast
Pam Gosla	Michigan Works! Southeast
Lisa McAllister	Michigan Works! Southeast

Others Present

Niko Dawson
Elizabeth White

WCC
BSBP/LARA

1. Call to order
Sean Duval, Chairperson called the meeting to order at 10:05 a.m.
2. Roll Call
Quorum Present
3. Introductions
Sean Duval welcomed new board members: Sharon Miller, Consumers Energy and Dr. Tim Jackson, Washtenaw ISD.
4. Call to the Public
Sean Duval call for Public Comment. No Public Comment.
5. Approval of the Agenda
Sean Duval call for motion to approve the Agenda.

MOTION: Paul Ganz moved to approve the Agenda.

SUPPORT: Marcus James

MOTION CARRIED UNANIMOUSLY

6. Approval of Consent Agenda
Sean Duval call for motion to approve the Consent Agenda.
 - a. Approval of November 30, 2016 Special Workforce Development Board (WDB) Meeting Minutes
 - b. WDB 16-28-1 A RESOLUTION MODIFYING A FY 2016 WIOA INCUMBENT WORKER TRAINING FUNDS FOR WEDGE MILL TOOL, INC. BY INCREASING THE AMOUNT TO \$2,250.46
 - c. WDB 16-41 A RESOLUTION APPROVING FY 2016 WIOA INCUMBENT WORKER TRAINING FUNDS FOR COIN-OP CANTEEN SERVICES, INC. IN THE AMOUNT OF \$3,285
 - d. WDB 16-42 A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING WITH TIA/UNEMPLOYMENT INSURANCE AGENCY

7.

MOTION: Paul Ganz moved to approve the Consent Agenda

SUPPORT: Tim Jackson

MOTION APPROVED UNANIMOUSLY

7. Resolutions for Consideration of the Workforce Development Board

- a. WDB 16-40 A RESOLUTION APPROVING ACCEPTANCE OF FUNDS AND PLAN APPROVAL FOR THE APPRENTICESHIP SUCCESS COORDINATOR PROGRAM

Sean Duval call for a motion to approve WDB Resolution 16-40.

Bill Sleight reviewed.

MOTION: Lynn Matzen moved to approve WDB Resolution 16-40

SUPPORT: Marcus James
 Discussion
 MOTION CARRIED UNANIMOUSLY

- b. WDB 16-43 A RESOLUTION REQUESTING APPROVAL OF MODIFICATION REQUESTS TO THE WIOA AND TRAINING POLICY FOR USE IN THE SOUTHEAST MICHIGAN CONSORTIUM

Bill Sleight reviewed.
 Sean Duval call for a motion to approve WDB Resolution 16-43
 MOTION: Lynn Matzen moved to approve WDB Resolution 16-43
 SUPPORT: Paul Ganz
 Discussion.
 MOTION CARRIED UNANIMOUSLY

- c. WDB 16-44 A RESOLUTION APPROVING AN AGREEMENT WITH THE SOUTHEAST MICHIGAN COMMUNITY ALLIANCE (SEMCA)

Bill Sleight reviewed.
 Sean Duval call for a motion to approve WDB Resolution 16-44.
 MOTION: Marcus James moved to approve WDB Resolution 16-44.
 SUPPORT: Kevin Oxley
 Discussion
 MOTION CARRIED UNANIMOUSLY

8. Discussion Items

- a. Workforce Development Board Strategic Plan.
 Sean Duval and Bill Sleight reviewed. Discussion.
- b. Governor's Talent Investment Board (GTIB) Update
 Marcus James provided updates on the December 20th GTIB meeting. Next meeting is scheduled on March 20, 2017.
- c. Executive Committee Report
 Sean Duval provided updates.
 - Michigan Works! Southeast Workforce Development Board Executive Committee Minutes of December 7, 2016
 - Michigan Works! Southeast Workforce Development Board Executive Committee Minutes of January 4, 2017
- d. Talent District Career Council Update (TDCC)
 Kevin Oxley reported the TDCC next meeting is January 31, 2017.

9. Other Items

- a. Chair Update – Sean Duval
- b. Director Update – Bill Sleight
 Bill Sleight introduced Lisa McAllister, newly hired HR Manager.

10. Adjourn

MOTION: Kevin Oxley moved to adjourn.
 SUPPORT: Marcus James.

Meeting adjourned at 12:00 noon

Workforce Development Board
 Executive Committee Meeting
 February 1, 2017, 2:00pm – 4:00pm
 Chelsea Comfort Inn, Village Conference Center
 1645 Commerce Park Drive, Chelsea, MI 48118

Present: Richard Currie
 Sean Duval, Chairperson
 Marcus James, Vice-Chairperson
 Scott Menzel
 Leann Wilt via conference call

Absent: Donald Germann
 Lynn Matzen
 Matthew Sandstrom

Staff: William Sleight Michigan Works! Southeast
 Shamar Herron Michigan Works! Southeast
 Dan Childs Michigan Works! Southeast
 Maggie Flaherty Michigan Works! Southeast

Others: Jacob Miller Thomas P. Miller & Associates via conference call
 Brittany Dougherty Thomas P. Miller & Associates via conference call

1. Call to order

Sean Duval, Chairperson called the meeting to order at 2:00 p.m.

2. Discussion Items:

Strategic Plan discussion with Thomas P. Miller and Associates.

3. Action Items - Resolutions for Consideration:

Bill Sleight reviewed the resolutions.

MOTION: Scott Menzel moved to approve resolutions:

- a. Workforce Development Board (WDB) 16-45 WIOA, Incumbent Worker Training (IWT) Hillsdale Hospital, \$50,000
- b. WDB 16-46 WIOA, IWT GKI, \$10,805.40
- c. WDB 16-47, WIOA IWT ProWorks, Inc., \$1,650
- d. WDB, 16-48, WIOA IWT RW Mercer, \$25,000
- g. WDB, 16-51, WIOA IWT TG Fluid, \$10,000, amount changed from \$10,202.23.

SUPPORT: Marcus James

Discussion.

MOTION CARRIED UNANIMOUSLY.

Bill Sleight reported the IWT Review Committee has not reviewed: Agenda Items

- e. WDB Resolution 16-49, IWT Weld Mold-12,600; WDB Resolution and
- f. WDB Resolution 16-50-\$27,000. These resolutions will be reviewed for action at the March 1st Executive Committee Meeting.

4. Other Items

a. Comments from Chair

b. Comments from Director- Bill Sleight reviewed fiscal report. Discussion.

Bill provided update on Michigan Works! Southeast April 7th Award Ceremony. Discussion.

Bill reported on Workforce Development Board Appointments by the Southeast Michigan Consortium Board. Appointed to the WDB: Deb Polich, CEO/President, The Arts Alliance and Bill Kenney, Training Manager, Thai Summit filled the business sector vacancies. Discussion.

Bill reported the US Department of Labor Guidance issued on the Workforce Boards selection of a one stop operator. Workforce Innovation and Opportunity Act (WIOA) request that local boards use a competitive process for selection of a one-stop operator. Discussion.

5. Public Comment

No Public Present.

6. Adjournment

Meeting adjourned at 4:00 pm

Workforce Development Board
Executive Committee Meeting
March 1, 2017, 2:00pm – 4:00pm
Chelsea Comfort Inn, Village Conference Center
1645 Commerce Park Drive, Chelsea, MI 48118

Present:	Richard Currie	via conference call
	Sean Duval, Chairperson	
	Donald Germann	
	Marcus James, Vice-Chairperson	
	Lynn Matzen	via conference call
	Matthew Sandstrom	via conference call
	Leann Wilt	

Absent: Scott Menzel

Staff:	William Sleight	Michigan Works! Southeast
	Shamar Herron	Michigan Works! Southeast
	Dan Childs	Michigan Works! Southeast
	Maggie Flaherty	Michigan Works! Southeast

1. Call to order

Sean Duval, Chairperson called the meeting to order at 2:00 p.m.

Remembering the fathers of Shamar Herron and Don Germann.

2. Discussion Item

- Michigan Works! Southeast Strategic Planning Update
 - Reviewed the updates. Thomas P. Miller and Associates to present the Strategic Plan during March 8th Joint Board Meeting. Discussion.
- c. Committees
 - Discussed Workforce Development Board Committees. Additional discussion on Committees after the Strategic Plan presentation at the March 8th board meeting.
- d. Fiscal update

- Bill Sleight reviewed the Budget/Expenditure Summary. Discussion.
- e. Workforce Board Appointments
Bill Sleight provided updates on board vacancies. Discussion.
 - f. Executive Committee
Discussed Executive Committee Composition.
 - g. American Center for Mobility (SPARK! Role, our role, marketing, transportation for underserved, and collaboration)
Sean Duval provided updates. Discussion.
 - h. Convention and Visitor's Bureau collaboration
Sean Duval provided update. Discussion.
 - i. Economic Development Partners - Engagement and Metrics Review
Sean Duval and Bill Sleight provided updates. Discussion.
 - j. State and federal advocacy needs
Sean Duval and Bill Sleight provided updates. Discussion.

3. Action Items - Resolutions for Consideration:

- a. **MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 16-49 A RESOLUTION APPROVING FY 2016 WIOA INCUMBENT
WORKER TRAINING FUNDS FOR WELD MOLD IN THE AMOUNT OF \$12,600**

Sean Duval call for motion to approve WDB Resolution 16-49.

MOTION: Donald Germann moved to approve WDB Resolution 16-49.

SUPPORT: Marcus James.

Bill Sleight reviewed. Discussion

MOTION CARRIED UNANIMOUSLY

- b. **MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 16-50 A RESOLUTION APPROVING FY 2016 WIOA INCUMBENT
WORKER TRAINING FUNDS FOR THAI SUMMIT AMERICA CORPORATION IN
THE AMOUNT OF \$27,000**

Sean Duval call for motion to approve WDB Resolution 16-50

MOTION: Marcus James moved to approve WDB Resolution 16-50

SUPPORT: Donald Germann.

Bill Sleight reviewed. Discussion

MOTION CARRIED UNANIMOUSLY

- c. **MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 16-52 A RESOLUTION APPROVING THE RELEASE OF A REQUEST
FOR PROPOSAL FOR ONE-STOP OPERATOR**

Sean Duval call for motion to approve WDB Resolution 16-52

MOTION: Donald Germann moved to approve WDB Resolution 16-52

SUPPORT: Marcus James

Bill Sleight reviewed. Discussion

MOTION CARRIED UNANIMOUSLY

- d. **MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 16-53 RESOLUTION APPROVING ACCEPTANCE OF FUNDS
FOR RAPID RESPONSE-CUSTOMER RELATIONSHIP MANAGEMENT IN
THE AMOUNT OF \$6,131**

Sean Duval call for motion to approve WDB Resolution 16-53
 MOTION: Leann Wilt moved to approve WDB Resolution 16-53
 SUPPORT: Lynn Matzen
 Bill Sleight reviewed. Discussion
 MOTION CARRIED UNANIMOUSLY

- e. MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
 RESOLUTION 16-54 A RESOLUTION APPROVING FY 2016 WIOA INCUMBENT
 WORKER TRAINING FUNDS FOR GORTON CHIMNEY AND FIREPLACE IN THE
 AMOUNT OF \$5,990

Sean Duval call for motion to approve WDB Resolution 16-54
 MOTION: Donald Germann moved to approve WDB Resolution 16-54
 SUPPORT: Lynn Matzen
 Bill Sleight reviewed. Discussion
 MOTION CARRIED UNANIMOUSLY

- f. MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT
 BOARD RESOLUTION 16-55 A RESOLUTION APPROVING FY 2016 WIOA
 INCUMBENT WORKER TRAINING FUNDS FOR HI-LEX CONTROLS IN THE
 AMOUNT OF \$25,000

Sean Duval call for motion to approve WDB Resolution 16-55
 MOTION: Donald Germann moved to approve WDB Resolution 16-55
 SUPPORT: Marcus James
 Bill Sleight reviewed. Discussion
 MOTION CARRIED UNANIMOUSLY

- g. MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
 RESOLUTION 16-56 A RESOLUTION APPROVING FY 2016 WIOA INCUMBENT
 WORKER TRAINING FUNDS FOR AMERICAN TOOLING CENTER, INC. IN THE
 AMOUNT OF \$14,350

Sean Duval call for motion to approve WDB Resolution 16-56
 MOTION: Donald Germann moved to approve WDB Resolution 16-56
 SUPPORT: Richard Currie
 Bill Sleight reviewed. Discussion

AMEND MOTION: Donald German moved to amend WDB Resolution 16-56 to change
 amount of award to \$10,000 from \$14,350.
 SUPPORT: Marcus James
 AMENDED MOTION CARRIED UNANIMOUSLY

- h. MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
 RESOLUTION 16-57 A RESOLUTION APPROVING FY 2016 WIOA INCUMBENT
 WORKER TRAINING FUNDS FOR ELM PLATING COMPANY IN THE AMOUNT OF
 \$15,400

Sean Duval call for motion to approve WDB Resolution 16-57
 MOTION: Marcus James moved to approve WDB Resolution 16-57
 SUPPORT: Donald Germann
 Bill Sleight reviewed. Discussion
 MOTION CARRIED UNANIMOUSLY

4. Other Items

- a. Comments from Chair
- b. Comments from Director

5. Public Comment

Sean call for public comment. No public in present.

6. Adjournment

The meeting adjourned at 4:24 p.m.