

MINUTES APPROVED ON JANUARY 8, 2020

Michigan Works! Southeast,
Workforce Development Board Meeting Minutes
November 13, 2019, 10:00 a.m. – 12:00 noon,
Chelsea Comfort Inn Village Conference Center
1645 Commerce Park Drive, Chelsea, MI 48118

Michigan Works! Southeast Workforce Development Board of Directors Present

Dr. Rose Bellanca	Washtenaw Community College	arrived at 10:30am
Rich Chang	NewFoundry	
Donald Germann	County National Bank	via conference call
Richard Currie	Hitachi Automotive Systems Americas, Inc.	via conference call
Sean Duval	Golden Limousine International	
Shawn Planko	Expedia	
Steven Girardin	Michigan Rehabilitation Service	
Jeremiah "JJ" Hodshire	Hillsdale Hospital	via conference call
Dr. Timothy Jackson	Washtenaw ISD	alternate for Dr. Scott Menzel
Marcus James, Chair	StableInc LLC	
Tina Matz	Jackson College	alternate for Jeremy Frew
Kevin Oxley	Jackson County ISD	
Deb Polich	The Arts Alliance	via conference call
Bill Rayl	Jackson Area Manufacturers Association (JAMA)	
Phil Santer	Ann Arbor SPARK	
John Salyer	AAEJATC	alternate for Lee Graham
Brandon Tucker	Washtenaw Community College	alternate for Dr. Rose Bellanca
James Van Doren	Lenawee Now	
Ambrose Willbanks, Jr.	Washtenaw CVB	
Leann Wilt	Venchurs, Inc.	

Michigan Works! Southeast Workforce Development Board of Directors Absent

Leslie Alexander	Inmatech, Inc.	
Lee Graham	Operating Engineers 324	alternate John Salyer attended
Mindy Bradish-Orta	Jackson Chamber of Commerce	
Jeremy Frew	Jackson College	alternate Tina Matz attended
Steven Gulick	Huron Valley Area Labor Federation	
Lynn Matzen	Matrix Systems LLC	
Sharon Miller, Vice Chair	Consumers Energy	
Dr. Scott Menzel	Washtenaw ISD	alternate Dr. Tim Jackson attended
Grace Trudell	IBEW 58	

Staff Present

Bill Sleight, Director	Michigan Works! Southeast
Shamar Herron, Deputy Director	Michigan Works! Southeast
Robin Aldrich, IT Manager	Michigan Works! Southeast
Justin Al-Igoe, Policy and Operation Manager	Michigan Works! Southeast
Nicole Bell, Communications Manager	Michigan Works! Southeast
Johnny Epps, Service Center Manager	Michigan Works! Southeast
Maggie Flaherty, Administrative Services Manager	Michigan Works! Southeast
Pam Gosla, Research and Education Manager	Michigan Works! Southeast

Janet Myers, Service Center Manager
Joshua Rose, Communications Assistant
Misty Shulters, Service Center Manager
Angela Watkins, Service Center Manager

Michigan Works! Southeast
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Others Present

Dan Furton
Naheed Huq
Tim Pielack

Bureau of Blind Services
Southeast Michigan Council of Governments
Modis Staffing Services

1. Call to order
Marcus James, Chair called the meeting or order at 10:02 am
2. Roll Call
Quorum present
3. Introductions
4. Call to the Public
Marcus James call to public comment. Jim Van Doren commented.
5. Approval of the Agenda
Marcus James revised the agenda. Agenda item 13. b. Directors Report moved to Agenda item 11. Marcus stated the information provided in the Directors report is important for thorough review by Bill Sleight and allow time for discussion.
Marcus call for motion to approve the Agenda.
MOTION: Sean Duval moved to approve the Agenda as amended.
SUPPORT: Phil Santer
MOTION CARRIED
6. Election of Officers and Executive Committee Members for Workforce Development Board.
Sean Duval reviewed the nominees for proposed 2020 Officers (Chair; Vice-Chair) and the nominees for Executive Committee.
Nominating Committee recommendations for board slate.

Marcus James	Chair
Sharon Miller	Vice-Chair
Rich Chang	Executive Committee
Richard Currie	Executive Committee
Donald Germann	Executive Committee
Jeremiah Hodshire	Executive Committee
Lynn Matzen	Executive Committee
Scott Menzel	Executive Committee
Grace Trudell	Executive Committee

Floor opened for additional nominations. No Additional nominations.
Call for motion to approve the slate of 2020 Officers and 2020 Executive Committee.
MOTION: Phil Santer moved to approve the slate of 2020 Officers and 2020 Executive Committee as presented.
SUPPORT: James Van Doren.
Discussion.

MOTION CARRIED.

7. Approval of September 11, 2019 minutes for Joint meeting of Michigan Works! Southeast Workforce Development Board and Southeast Michigan Consortium
Marcus James call for a motion to approve the September 11, 2019 Board meeting minutes.
MOTION: Rich Chang moved to approve the September 11, 2019 board meeting minutes.
SUPPORT: Brandon Tucker
MOTION CARRIED

8. Approval of Consent Agenda
Marcus James reviewed the consent agenda resolutions. Marcus asked if any of the resolutions need to be moved under consideration by the board. No request. Marcus James call for a motion to approve the Consent Agenda.
MOTION: John Salyer moved to approve the Consent Agenda.
SUPPORT: Bill Rayl
MOTION CARRIED
 - a. WDB RESOLUTION 19-06
A resolution approving a Memorandum of Understanding (MOU) with the Section 107 Adult Education Career Technical Program
 - b. WDB RESOLUTION 19-07
A Resolution approving the Fiscal Year 2020 Food Assistance Employment & Training (FAE&T) Plan
 - c. WDB RESOLUTION 19-08
A Resolution approving Going Pro Apprenticeship Grant
 - d. WDB Resolution 19-11
A Resolution approving the Fiscal Year (FY) 2020 TANF Refugee Program Grant
 - e. WDB Resolution 19-13
A Resolution approving a Memorandum of Understanding for the Child Care Development Training Partnership
 - f. WDB Resolution 19-14
A Resolution approving a Memorandum of Understanding Disability Connections, Jackson County
 - g. WDB Resolution 19-15
A Resolution approving a Memorandum of Understanding with the Workforce Intelligence Network for Southeast Michigan for the Michigan Healthcare Collaborative.

9. Resolutions for Consideration of the Workforce Development Board (WDB)
 - a. WDB Resolution 19-09
A Resolution approving the Fiscal Year 2020 Partnership, Accountability, Training and Hope (PATH) Plan for the delivery of job training services to public assistance participants in the Southeast Michigan Consortium
Marcus James call for a motion to approve WDB Resolution 19-09
MOTION: Leann Wilt moved to approve WDB Resolution 19-09 the FY 2020 PATH Plan for delivery of job training services to public assistance participants in the Southeast Michigan Consortium.
SUPPORT: Sean Duval
Bill Sleight reviewed. Discussion.

MOTION CARRIED

b. WDB Resolution 19-12

A Resolution approving the FY 2020 Trade Adjustment Assistance (TAA) Program

Marcus James call for a motion to approve WDB Resolution 19-12

MOTION: Phil Santer moved to approve WDB Resolution 19-12 the FY 2020 TAA Program

SUPPORT: Brandon Tucker

Bill Sleight reviewed. Discussion.

MOTION CARRIED

c. WDB Resolution 19-16

A Resolution approving a Memorandum of Understanding with the Lenawee Career and College Access Network

Marcus James call for a motion to approve WDB Resolution 19-16

MOTION: Rich Chang moved to approve WDB Resolution 19-16 the MOU with the Lenawee Career and College Access Network

SUPPORT: John Salyer

Bill Sleight reviewed. Discussion.

Abstain: James Van Doren

MOTION CARRIED

d. WDB Resolution 19-17

A Resolution approving to appoint and re-appoint members to the Career and Educational Advisory Council (CEAC) Membership for Michigan Works! Southeast

Marcus James call for a motion to approve WDB Resolution 19-17

MOTION: Kevin Oxley moved to approve WDB Resolution 19-17 to appoint and re-appoint members of the CEAC membership for Michigan Works! Southeast

SUPPORT: Bill Rayl

Bill Sleight reviewed. Discussion.

Marcus James commented the newly appointed alternates to the WDB are Tina Matz, Jackson College and Brandon Tucker, Washtenaw Community College. Also, JJ Hodshire, named CEO, Hillsdale Hospital effective June 1, 2020. Bill Sleight noted Mindy Bradish-Orta, President Jackson County Chamber resigning from the board. Mindy is leaving the Chamber for another job opportunity (announced today).

Marcus James acknowledged out-going board members Leann Wilt and Steven Girardin.

Marcus thanked Leann and Steven for their many years of service to the WDB and dedication.

Leann commented. Steven Girardin commented.

10. Future Skills: Preparing for the Changing World of Work presentation by Naheed Huq, Manager of Talent and Economic Development, Southeast Michigan Council of Governments. Discussion.

11. Directors Report provided by Bill Sleight. Discussion.

12. Committee Reports

- a. Employer Services - Richard Currie, Chair
Rick Currie provided update.
- b. Job Seeker Services - Rich Chang and Rose Bellanca, – Co-Chairs,
Rich and Rose provided update.
- c. Career & Educational Advisory Council (CEAC)– Kevin Oxley, Co-Chair
Kevin Oxley provided update.
- d. Compliance, Finance and Operations (CFO) – Mindy Bradish-Orta, Lynn Matzen, Co-Chairs. Bill Sleight and Marcus James provided update.
- e. Business Network Resources – Leann Wilt, Chair
Bill Sleight provided update.

13. Discussion Items

- a. Michigan Future Talent Council Report - Marcus James
- b. Executive Committee Report - WDB Chair
 - Michigan Works! Southeast Workforce Development Board Executive Committee Minutes - October 2, 2019 and November 6, 2019

14. Other Items

- a. Chair Update – WDB Chair.
Updates provided during the meeting.

Marcus James offered public comment. No public comment.

15. Adjournment

Leann Wilt moved to adjourned. Meeting adjourned at 11:58 am.

Workforce Development Board
Executive Committee Meeting Minutes
December 4, 2019, 2:00pm – 4:00pm
Chelsea Comfort Inn, Village Conference Center
1645 Commerce Park Drive
Chelsea, MI 48118

Present: Donald Germann via conference call
Jeremiah JJ Hodshire via conference call
Marcus James, Chair
Lynn Matzen
Sharon Miller, Vice Chair

Absent: Rich Chang
Richard Currie
Scott Menzel
Grace Trudell

Staff Present: Bill Sleight
Shamar Herron
Dan Childs
Maggie Flaherty

1. Call to order
Marcus James called the meeting to order at 2:10 pm
2. Roll Call
Quorum Present
3. Approval of Agenda
Marcus James call for a motion to approve the Agenda.
MOTION: Sharon Miller moved to approve the Agenda
SUPPORT: Lynn Matzen
MOTION CARRIED
4. Consent Agenda-No items
5. Resolutions for Consideration by the Workforce Development Board (WDB)
 - a. WDB RESOLUTION 19-17
A RESOLUTION APPROVING THE FISCAL YEAR (FY) 2020 HEALTHY MICHIGAN PLAN GRANT ACCEPTANCE AND PLAN
Marcus James call for a motion to approve WDB 19-17
MOTION: Lynn Matzen moved to approve WDB Resolution 19-17 the FY 2020 Health Michigan Plan Grant acceptance and plan.
SUPPORT: Sharon Miller
Bill Sleight reviewed. Discussion.
MOTION CARRIED

- b. WDB Resolution 19-18
A RESOLUTION APPROVING THE FISCAL YEAR 2020 HEALTHY MICHIGAN
PLAN NAVIGATOR GRANT ACCEPTANCE AND PLAN
Marcus James call for a motion to approve WDB Resolution 19-18
MOTION: Lynn Matzen moved to approve WDB Resolution 19-18 the FY
2020 Health Michigan Plan Navigator Grant acceptance and plan
SUPPORT: Sharon Miller
Bill Sleight reviewed. Discussion.
MOTION CARRIED

6. Committee Reports

Updates provided

- a. Employer Services - Richard Currie, Chair
Update provided by Rick Currie. Discussion.
- b. Job Seeker Services – Rich Chang, Co-Chair
Bill Sleight and Shamar Herron provided update. Discussion.
- c. Career and Educational Advisory Council (CEAC)–Scott Menzel, Co-
Chair
Bill Sleight and Marcus James provided update. Discussion
- d. Compliance, Finance and Operations (CFO) – Lynn Matzen, Co-Chair
Lynn Matzen provided update. Discussion.
- e. Business Resource Networks (BRN)
Bill Sleight provided update. Discussion.

7. Chair Report

- a. 2019/2020 Directors Balanced Scorecard
Committee reviewed directors balanced scorecard for 2019/2020.
Discussion.

8. Directors Report

Bill Sleight provided updates on the following topics.

- a. MiCareerQuest South
- b. Transition Update
- c. State update

9. January 8, 2020 Agenda for the Michigan Works! Southeast Workforce

Development Board Meeting
Reviewed Agenda. Discussion.

10. Public Comment

Marcus James offered public comment. No public comment

11. Adjournment

Meeting adjourned at 3:35 pm