



**Joint Meeting of the
SOUTHEAST MICHIGAN CONSORTIUM
and
MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
September 9, 2020
10:00 am – 12:00 Noon
Zoom Meeting**

<https://us02web.zoom.us/j/85045413904>

Meeting ID: 850 4541 3904
One tap mobile
+13126266799,,85045413904# US (Chicago)
Dial by your location
+1 312 626 6799 US (Chicago)

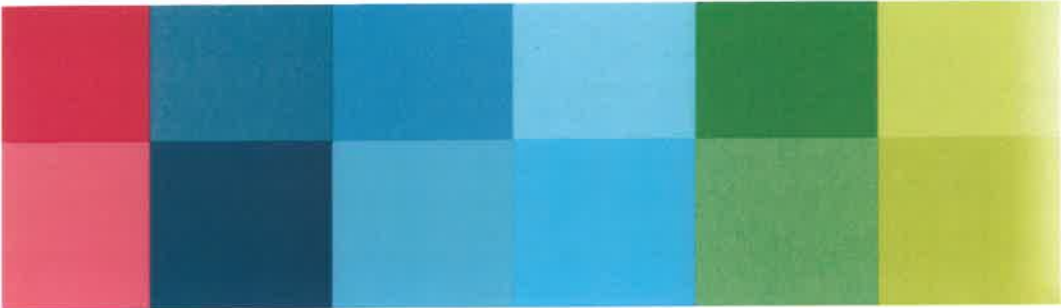
AGENDA (REVISED)

Pages

1. **Call to order** – Southeast Michigan Consortium – **Karol KZ Bolton, Chair**
2. **Call to order** – Michigan Works! Southeast Workforce Development Board – **Marcus James, Chair**
3. **Roll Call** – Southeast Michigan Consortium – **KZ Bolton**
4. **Roll Call** – Michigan Works! Southeast Workforce Development Board – **Marcus James**
5. **Introductions**
6. **Call to the Public** (both boards) – **KZ Bolton**
7. **Approval of the Agenda (both boards)**
 - a. Consortium, KZ Bolton
 - b. Workforce Development Board, Marcus James

Connecting the counties of Hillsdale, Jackson, Lenawee, Livingston, and Washtenaw





Pages

- 8. Approval of Minutes – (both boards)**
 - a. June 23, 2020 Southeast Michigan Consortium Meeting Minutes, KZ Bolton 6 - 11
 - b. June 10, 2020 Michigan Works! Southeast Workforce Development Board 12 - 16
Meeting Minutes

9. Michigan Works! Southeast Workforce Development Board member vacancy
KZ Bolton (Consortium)

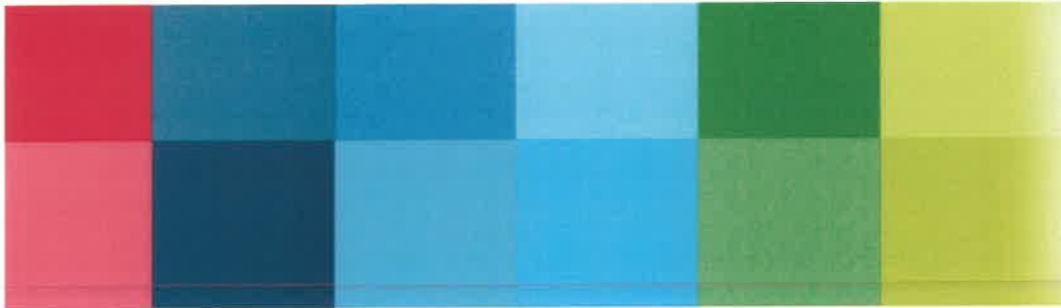
- a. **Approval of nomination to fill vacancy**
 - i. **Nominate: Craig Hatch, President, Jackson County Chamber of Commerce/Experience Jackson** (fill vacancy due to resignation of Mindy Bradish-Orta).
Nomination approval by: Adrian Area Chamber of Commerce, Howell Area Chamber of Commerce, Ann Arbor/Ypsilanti Regional Chamber of Commerce
 - ii. **Nominate: Molly Coy, Regional Manager, DTE**
(fill vacancy due to resignation of Derek Kirchner)
Nomination approval by: Adrian Area Chamber of Commerce, Howell Area Chamber of Commerce, Ann Arbor/Ypsilanti Regional Chamber of Commerce
 - iii. **Nominate: Anne Rennie, Executive Director, Livingston County United Way**
(fill vacancy due to resignation of Angela Parth)
Nomination approval by: Livingston County United Way, United Way of Jackson County

10. Report of the Michigan Works! Southeast Director Selection Committee (both boards)

11. Presentations:

- a. **Michigan Works! Southeast Website Redesign Launch– Nicole Bell, Communications Manager**
- b. **“Futures for Frontliners” program - Pam Gosla, Education and Research Manager**
- c. **Michigan Works! Association Legislative Agenda – Bill Sleight, Director** 18 - 25

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12. Consent Agenda –Marcus James (Workforce Development Board)

a. Workforce Development Board (WDB) RESOLUTION 20-05 27 - 28
 A RESOLUTION APPROVING FY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR VARIOUS COMPANIES
 Acme Mills, LLC \$2,985.00
 TEC Electric, LLC \$4,426.66
 Dexter \$4,490.00

13. Resolutions for Consideration of the Workforce Development Board

14. Resolutions for Consideration of the Southeast Michigan Consortium -KZ Bolton

a. SOUTHEAST MICHIGAN CONSORTIUM BOARD (CB) RESOLUTION 20-01 30 - 32
 A RESOLUTION AUTHORIZING EXTENSION OF AN AGREEMENT WITH MERIT NETWORK, INC. TO PROVIDE INTERNET SERVICES TO MICHIGAN WORKS! SOUTHEAST

b. SOUTHEAST MICHIGAN CONSORTIUM BOARD (CB) RESOLUTION 20-02 33 - 35
 A RESOLUTION APPROVING SUPPLEMENTAL PAY FOR NON-MANAGEMENT EMPLOYEES

15. Resolutions for Consideration by both Workforce Development Board and Consortium

a. MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 20-06 37 - 38
 A RESOLUTION APPROVING THE FISCAL YEAR (FY) 2020 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T) PLAN

b. SOUTHEAST MICHIGAN CONSORTIUM (CB) RESOLUTION 20-03 39 - 40
 A RESOLUTION APPROVING THE FISCAL YEAR (FY) 2020 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T) PLAN

16. Committee Reports – Workforce Development Board

a. Employer Services - Richard Currie, Chair

b. Job Seeker Services – Rich Chang, Co-Chair and Dr. Rose Bellanca, Co-Chair

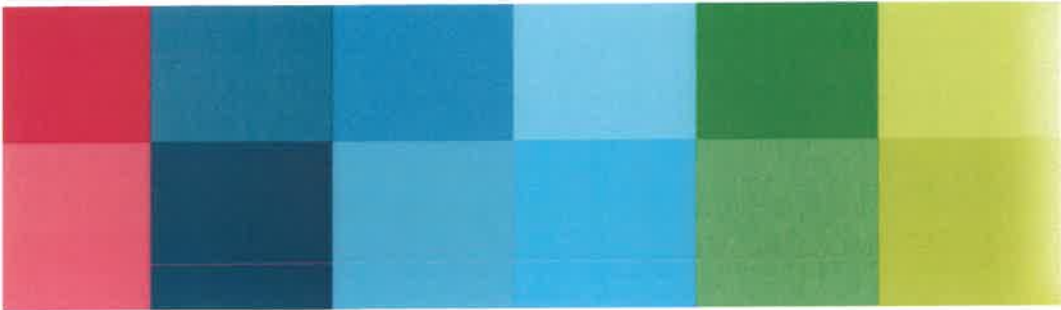
c. Career and Educational Advisory Council (CEAC)– Kevin Oxley, Chair

d. Strategic and Operations – Lynn Matzen, Chair 42 - 58

e. Business Resource Networks (BRN)

f. Executive Committee Report, Marcus James, Chair
 Meeting minutes for July 8, 2020, August 5, 2020 and September 2, 2020 59 - 67

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Pages

17. Other Items

- a. Comments from Chair (both boards)
- b. Directors Report (written report) 69 - 78

18. Public Comment – Karol KZ Bolton (both boards)

19. Adjourn Southeast Michigan Consortium –Karol KZ Bolton

20. Adjourn Michigan Works! Southeast Workforce Development Board-Marcus James

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- 8. Approval of Minutes – (both boards)**
 - a. June 23, 2020 Southeast Michigan Consortium Meeting Minutes, KZ Bolton**
 - b. June 10, 2020 Michigan Works! Southeast Workforce Development Board Meeting Minutes, Marcus James**

Southeast Michigan Consortium Board Meeting Minutes
 June 23, 2020, 2:00pm to 3:30pm
 Zoom Virtual Meeting

Present:	Ruth Brown	Hillsdale County Commissioner
	Julie Games, Vice Chair	Hillsdale County Commissioner
	Darius Williams	Jackson County Commissioner
	Karol KZ Bolton, Chair	Lenawee County Commissioner
	Chris Wittenbach	Lenawee County Commissioner
	Robert Bezotte	Livingston County Commissioner
	William Green	Livingston County Commissioner
	Shannon Beeman	Washtenaw County Commissioner
	Ruth Ann Jamnick	Washtenaw County Commissioner
	Sue Shink (alternate)	Washtenaw County Commissioner
Absent:	Daniel Mahoney	Jackson County Commissioner
MWSE WDB:	Marcus James, Chair	
Staff:	Bill Sleight	
	Shamar Herron	
	Dan Childs	
	Maggie Flaherty	
Others:	Marcelle Marcelletti, Program Analyst, Gerald R. Ford Job Corp Center	

1. Call to Order
KZ Bolton, Chair called the meeting to order at 2:04 pm
2. Remembering Dennis Dolan
Moment of Silence for Dennis Dolan. Tribute to Dennis Dolan, Livingston County Commissioner and vice chair of Consortium who died March 24, 2020
Introduction of Robert Bezotte, Livingston County Commissioner, appointed to Consortium. Comments followed.
3. Roll Call
Quorum Present
4. Election of Vice-Chairperson
Karol Bolton ask if any Board member have an interest to serve as Vice-Chair.
No request.
KZ Bolton ask for nominations for Vice-Chair
MOTION: Ruth Brown moved to appoint Julie Games, Vice-Chair.
SUPPORT: William Green
KZ Bolton call for any other nominations, any other nominations, any other nominations. There were no other nominations.
MOTION CARRIED
5. Approval of Agenda
KZ Bolton call for a motion to approve the Agenda adding an Item under 12. Unfinished Business a. approving of Workforce Development Board Alternate
MOTION: Darius Williams moved to approve the Agenda as amended.
SUPPORT: Robert Bezotte
MOTION CARRIED.

6. Approval of Minutes
 - a. Approval of March 11, 2020 joint meeting minutes for Southeast Michigan Consortium and Michigan Works! Southeast Workforce Development Board

KZ Bolton call to approve the March 11, 2020 Consortium meeting minutes.
 MOTION: Darius Williams moved to approve the March 11, 2020 Consortium meeting meetings.
 SUPPORT: Julie Games
 MOTION CARRIED
7. Call to the Public

KZ Bolton call to the public.
 Marcelle Marcelletti, Outreach and Admissions Supervisor. Gerald R. Ford Job Corps Center commented. KZ Bolton introduced Marcus James, Chair, Michigan Works! Southeast Workforce Development Board
8. Presentation: Bill Sleight and Shamar Herron provided review of the Workforce Innovation and Opportunity Act Regional and Local Plan for the period September 1, 2020 through June 30, 2024. Discussion.
9. Consideration of Consent Agenda Items - None
10. Resolutions for Consideration of the Consortium Board
 - a. SOUTHEAST MICHIGAN CONSORTIUM BOARD (CB) RESOLUTION 19-31
 A RESOLUTION REQUESTING APPROVAL OF THE BUSINESS ETHICS POLICY
 KZ Bolton all for a motion to approve CB Resolution 19-31
 MOTOIN: Robert Bezotte moved to approve CB Resolution 19-31 the Business Ethics Policy
 SUPPORT: William Green
 Bill Sleight reviewed. Discussion.
 Page 5 of 7 first bullet Add "giving" after seeking.
 - Accepting, seeking or **giving** gifts, services or favors,....."
 MOTION CARRIED AS AMENDED
 - b. CB RESOLUTION 19-32
 A RESOLUTION APPROVING A LEGAL SERVICES CONTRACT WITH COHL, STOKER AND TOSKEY, P.C.
 KZ Bolton call for a motion to approve CB Resolution 19-32
 MOTION: Ruth Brown moved to approve CB Resolution 19-32 the Legal Services Contract with Cohl, Stoker and Toskey, PC.
 SUPPORT: Ruth Ann Jamnick
 Bill Sleight reviewed. Discussion.
 MOTION CARRIED
 - c. CB RESOLUTION 19-33
 A RESOLUTION APPROVING A LEASE EXTENSION WITH MOTT COMMUNITY COLLEGE FOR SPACE FOR THE LIVINGSTON SERVICE CENTER
 KZ Bolton call for a motion to approve CB Resolution 19-33
 MOTION: William Green moved to approve the lease extension with Mott Community College for space for the Livingston Service Center
 SUPPORT: Robert Bezotte

Bill Sleight reviewed. Discussion

MOTION CARRIED

d. CB RESOLUTION 19-34

A RESOLUTION APPROVING THE SEPTEMBER 1, 2020 THROUGH JUNE 30, 2024 (FY 2020 THROUGH FY 2023) WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) REGIONAL AND LOCAL PLANS

KZ Bolton call for a motion to approve CB Resolution 19-34

MOTION: Robert Bezotte moved to approve the September 1, 2020 through June 30, 2024 Workforce Innovation and Opportunity Action Regional and Local Plans

SUPPORT: Ruth Ann Jamnick

Bill Sleight reviewed. Discussion.

MOTION CARRIED

e. CB RESOLUTION 19-35

A RESOLUTION APPROVING A SUBLEASE WITH WASHTENAW COMMUNITY COLLEGE (WCC) FOR SPACE AT THE WASHTENAW SERVICE CENTER

KZ Bolton call for a motion to approve CB Resolution 19-35

MOTION: Julie Games moved approve the Sublease with WCC for office space at the Washtenaw Service Center

SUPPORT: Ruth Ann Jamnick

Bill Sleight reviewed. Discussion.

MOTION CARRIED

f. CB RESOLUTION 19-36

A RESOLUTION APPROVING A LEASE WITH THE COUNTY OF HILLSDALE FOR SPACE FOR THE HILLSDALE SERVICE CENTER

KZ Bolton call for a motion to approve CB Resolution 19-36

MOTION: Julie Games moved to approve CB Resolution 19-36 the lease with the County of Hillsdale for the Hillsdale Service Center

SUPPORT: Darius Williams

Bill Sleight reviewed. Discussion.

MOTION CARRIED

g. CB RESOLUTION 19-37

A RESOLUTION APPROVING A LEASE WITH THE COMMONWEALTH COMMERCE CENTER FOR SPACE FOR THE JACKSON SERVICE CENTER

KZ Bolton call for a motion to approve CB Resolution 19-37

MOTION: Ruth Ann Jamnick moved to approve CB Resolution 19-37 the lease with the Commonwealth Commerce Center for space for the Jackson Service Center

SUPPORT: Ruth Brown

Bill Sleight reviewed. Discussion.

MOTION CARRIED

h. CB RESOLUTION 19-38

A RESOLUTION APPROVING THE PROGRAM YEAR (PY) 2020 WAGNER-PEYSER EMPLOYMENT SERVICES GRANT FUND ACCEPTANCE

KZ Bolton call for a motion to approve CB Resolution 19-38

MOTION: Robert Bezotte moved to approve the PY 2020 Wagner-Peyser Employment Services Grant Fund Acceptance

SUPPORT: Ruth Ann Jamnick

Bill Sleight reviewed. Discussion.

MOTION CARRIED

i. CB RESOLUTION 19-39

A RESOLUTION APPROVING THE PROGRAM YEAR 2020 WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) GRANT FOR THE SOUTHEAST MICHIGAN CONSORTIUM

KZ Bolton call for a motion to approve CB Resolution 19-39

MOTION: Chris Wittenbach moved to approve CB Resolution 19-39 WIOA Grant for the Southeast Michigan Consortium

SUPPORT: Ruth Ann Jamnick

Bill Sleight reviewed. Discussion.

MOTION CARRIED

j. CB RESOLUTION 19-40

A RESOLUTION APPROVING THE PLAN AND SIGNATURE OF THE CHAIRPERSON ON THE CY 2020 REEMPLOYMENT SERVICES AND ELIGIBILITY ASSESSMENT (RESEA) PROGRAM GRANT APPLICATION

KZ Bolton call for a motion to approve CB Resolution 19-40

MOTION: Sue Shink moved to approve the Plan and signature of the Chairperson on the CY 2020 RESEA Program Grant Application.

SUPPORT: William Green

Bill Sleight reviewed. Discussion.

MOTION CARRIED

k. CB RESOLUTION 19-41

A RESOLUTION APPROVING THE FY 2019 MICHIGAN WORKS! SOUTHEAST BUDGET MODIFICATION

KZ Bolton call for a motion to approve CB Resolution 19-41

MOTION: Ruth Brown moved to approve CB Resolution 19-41 the Michigan Works! Southeast Budget Modification Budget

SUPPORT: Robert Bezotte

Bill Sleight reviewed. Discussion.

MOTION CARRIED

l. CB RESOLUTION 19-42

A RESOLUTION RECOMMENDING APPROVAL OF THE FY 2020 MICHIGAN WORKS! SOUTHEAST BUDGET

KZ Bolton call for a motion CB Resolution 19-42

MOTION: Robert Bezotte moved to approve the FY 2020 Michigan Works! Southeast Budget

SUPPORT: Julie Games

Bill Sleight reviewed. Discussion.

MOTION CARRIED

m. CB RESOLUTION 19-43

A RESOLUTION APPROVING A MODIFICATION TO THE PAID TIME OFF POLICY IN THE MICHIGAN WORKS! SOUTHEAST EMPLOYEE HANDBOOK

KZ Bolton call for a motion to approve CB Resolution 19-43

MOTION: Ruth Brown moved to approve the modification to the paid time off policy in the Michigan Works! Employee Handbook

SUPPORT: Sue Shink

Bill Sleight reviewed. Discussion.

MOTION CARRIED

n. CB RESOLUTION 19-44

A RESOLUTION AUTHORIZING THE DIRECTOR TO PROCURE AND CONTRACT FOR SECURITY SERVICES AT MICHIGAN WORKS! SOUTHEAST OFFICES

KZ Bolton call for a motion to approve CB Resolution 19-44

MOTION: Robert Bezotte moved to approve CB Resolution 19-44 the authorization for the Director to procure and contract for security services at Michigan Works! Southeast Offices

SUPPORT: Ruth Brown

Bill Sleight reviewed. Discussion.

MOTION CARRIED

11. Unfinished Business

Request to change alternate representative serving the Michigan Works! Southeast Workforce Development Board

Current -Kurtis Condon, Hillsdale Terminal, Alternate for Donald Germann, County National Bank

Change – Kurtis Condon, Alternate to Jeremiah JJ Hodshire, Hillsdale Hospital

KZ Bolton call for a motion to approve request to change alternate

MOTION: Julie Games moved to approve changing Kurtis Condon as alternate to Jeremiah JJ Hodshire on the Workforce Development Board

SUPPORT: Ruth Ann Jamnick

MOTION CARRIED

12. New Business

Michigan Works! Southeast Workforce Development Board Member Resignation

a. Accept with regrets resignation from Dr. Scott Menzel, Superintendent, Washtenaw ISD

KZ Bolton call for a motion to accept with regrets the resignation of Scott Menzel from the Workforce Development.

MOTION: Sue Shink moved to approve with regrets the resignation of Scott Menzel from the Workforce Development Board

SUPPORT: Ruth Ann Jamnick

Bill Sleight reported that Scott Menzel has accepted position as superintendent with Scottsdale Unified School District, Arizona.

MOTION CARRIED

13. Discussion Items

a. Chair Report

KZ Bolton reviewed news articles:

The County News (NACo), November 11, 2019 and;

Adrian Daily Telegram June 7, 2020), regarding the Corona virus pandemic.

b. Director's Report Bill Sleight reviewed his written report. Discussion.

c. COVID Recognition for Employees

Discussed a possible one-time supplemental payment to non-management staff for their extra ordinary work performed during the pandemic. More details to follow.

14. Comments from Consortium Board Members followed.

15. Adjournment

Darius Williams moved to adjourn, seconded by Julie Games

Meeting adjourned at 3:53pm

Michigan Works! Southeast Workforce Development Board Meeting Minutes
June 10, 2020, 10:00 a.m. – 12:00 noon - Via Zoom

Michigan Works! Southeast Workforce Development Board of Directors Present

Shantalita Bailey	Michigan Rehabilitation Services, DHHS	
Marie Birkett	Wacker Chemical Corporation	
Rich Chang	NewFoundry	
Richard Currie	Hitachi Automotive Systems Americas, Inc.	
Sean Duval	Golden Limousine International	
Donald Germann	County National Bank	
Lee Graham	Operating Engineers 324	
Jeremiah "JJ" Hodshire	Hillsdale Hospital	
James Hogan	Thai Summit	
Marcus James, Chair	StableInc LLC	
Tina Matz	Jackson College	alternate for Jeremy Frew
Lynn Matzen	Matrix Systems LLC	
Dr. Scott Menzel	Washtenaw ISD	
Sharon Miller, Vice Chair	Consumers Energy	
Kevin Oxley	Jackson County ISD	
Shawn Planko	Cisco/Duo Security	
Deb Polich	The Arts Alliance	
Bill Rayl	Jackson Area Manufacturers Association (JAMA)	
Ron Rose	Michigan AFL-CIO H.R.D.I.	alternate for Steven Gulick
Phil Santer	Ann Arbor SPARK	
Brandon Tucker	Washtenaw Community College	alternate for Dr. Rose Bellanca
Grace Trudell	IBEW 58	
James Van Doren	Lenawee Now	

Michigan Works! Southeast Workforce Development Board of Directors Absent

Leslie Alexander	Inmatech, Inc.	
Dr. Rose Bellanca	Washtenaw ISD	alternate Brandon Tucker attended
Jeremy Frew	Jackson College	alternate Tina Matz attended
Steven Gulick	Huron Valley Area Labor Federation	alternate Ron Rose attended
Ambrose Wilbanks	Washtenaw CVB	

Staff Present

Bill Sleight, Director	Michigan Works! Southeast
Shamar Herron, Deputy Director	Michigan Works! Southeast
Robin Aldrich, IT Manager	Michigan Works! Southeast
Nicole Bell, Communications Manager	Michigan Works! Southeast
Dan Childs, Systems/Network Administrator	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
Tom Robinson, Business Services Manager	Michigan Works! Southeast
Misty Shulters, Service Center Manager	Michigan Works! Southeast
Sandy Vallance, Program Manager	Michigan Works! Southeast

1. Call to order

Marcus James, Chair called the meeting to order at 10:00 am

2. Roll Call
Quorum Present
3. Introductions
4. Call to the Public
Marcus James call to the public. No public comment.
5. Approval of the Agenda
Marcus James call to approve the Agenda.
MOTION: Lee Graham
SUPPORT: Scott Menzel
MOTION CARRIED
6. Approval of May 13, 2020 Michigan Works! Southeast Workforce Development Board (MWSE WDB) meeting minutes
Marcus James call for a motion to approve the May 13, 2020 MWSE WDB meeting minutes.
MOTION: Sean Duval moved to approve the May 13, 2020 MWSE WDB meeting minutes.
SUPPORT: Sharon Miller
MOTION CARRIED

Dr. Scott Menzel resigned from Washtenaw ISD and the WDB. Scott has accepted a position with Scottsdale Unified School District, Scottsdale, Arizona as Superintendent effective July 1, 2020. Lynn Matzen, Bill Sleight, Marcus James and Kevin Oxley shared memories working with Scott as first director of South Central Michigan Works, Whitmore Community Schools superintendent and Washtenaw ISD superintendent; his service to the WDB and executive committee. Also recognized were the many achievements that Scott delivered. Discussion.

7. Approval of Consent Agenda
Marcus James asked if any agenda item required consideration by the WDB.
No request. Marcus James call for a motion to approve the Consent Agenda.
MOTION: Sharon Miller moved to approve the Consent Agenda.
SUPPORT: Sean Duval
MOTION CARRIED

- a. WDB RESOLUTION 18-73 MODIFICATION
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICE CONTRACT EXTENSION WITH HARTLAND CONSOLIDATED SCHOOLS

- b. WDB RESOLUTION 19-34
A RESOLUTION APPROVING ONE-STOP OPERATOR SERVICE CONTRACT EXTENSION WITH THOMAS P. MILLER AND ASSOCIATES

- c. WDB RESOLUTION 19-35
A RESOLUTION APPROVING THE RECEIPT OF FUNDS FOR FY 2020 CAPACITY BUILDING AND PROFESSIONAL DEVELOPMENT GRANT IN THE AMOUNT OF \$56,824

8. Resolutions for Consideration of the Workforce Development Board (WDB)
 - a. WDB RESOLUTION 19-32
A RESOLUTION APPROVING THE SEPTEMBER 1, 2020 THROUGH JUNE 30, 2024 (FY 2020 THROUGH FY 2023) WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) REGIONAL AND LOCAL PLANS
Marcus James call for a motion to approve WDB Resolution 19-32.
MOTION: Sharon Miller moved to approve the FY 2020 through FY 2023 WIOA Regional and Local Plans.
SUPPORT: Bill Rayl

MOTION CARRIED

b. WDB RESOLUTION 19-33

A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SECTION 107 ADULT EDUCATION CAREER TECHNICAL PROGRAM

Marcus James call for a motion to approve WDB Resolution 19-33.

MOTION: Jim Van Doren moved to approve WDB Resolution 19-33 the MOU with the Section 107 Adult Education Technical Program.

SUPPORT: Richard Currie

Bill Sleight reviewed. Discussion.

MOTION CARRIED Abstain: Scott Menzel

c. WDB RESOLUTION 19-36

A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACT WITH MICHIGAN CHAMBER OF COMMERCE-MICHIGAN ENERGY WORKFORCE DEVELOPMENT CONSORTIUM PROGRAM YEAR 2020

Marcus James call for a motion to approve WDB Resolution 19-36

MOTION: Kevin Oxley moved to approve WDB Resolution 19-36 the WIOA Specialized contract with Michigan Chamber of Commerce-Michigan Energy Workforce Development Consortium Program Year 2020

SUPPORT: Bill Rayl

Bill Sleight reviewed. Discussion.

MOTION CARRIED ABSTAIN: Sharon Miller

d. WDB RESOLUTION 19-37

A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACT WITH GREATER ANN ARBOR REGION FOR PROGRAM YEAR 2020

Marcus James call for approval of WDB Resolution 19-37

MOTION: Scott Menzel moved to approve the WIOA Specialized Business Service Contract with Greater Ann Arbor Region (GAAR) for Program Year 2020

SUPPORT: Lynn Matzen

Bill Sleight reviewed. Discussion.

MOTION CARRIED ABSTAIN: Donald Germann, Phil Santer, Jim Van Doren

e. WDB RESOLUTION 19-38

A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACT WITH SMALL BUSINESS DEVELOPMENT CENTER – WASHTENAW COMMUNITY COLLEGE FOR PROGRAM YEAR 2020

Marcus James call for a motion to approve WDB Resolution 19-38

MOTION: Lynn Matzen moved approve WDB Resolution 19-38 the WIOA Specialized Business Service Contract with Small Business Development Center – Washtenaw Community College for Program Year 2020

SUPPORT: Richard Currie

Bill Sleight reviewed. Discussion.

MOTION CARRIED ABSTAIN: Brandon Tucker

f. WDB RESOLUTION 19-39

A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH KEY OPPORTUNITIES FOR PROGRAM YEAR 2020

Marcus James call for a motion to approve WDB Resolution 19-39

MOTION: Kevin Oxley moved to approve WDB Resolution 19-39 approving the WIOA Specialized Youth Services Contract with Key Opportunities for Program Year 2020

SUPPORT: James Hogan

Bill Sleight reviewed. Discussion.

MOTION CARRIED

g. WDB RESOLUTION 19-40

A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH LIVINGSTON EDUCATIONAL SERVICE AGENCY FOR THE YEAR 2020

Marcus James call for a motion to approve WDB Resolution 19-40

MOTION: Lee Graham moved approve the WIOA Specialized Youth Services Contract with Livingston Educational Service Agency for the Year 2020

SUPPORT: Phil Santer

Bill Sleight reviewed. Discussion.

MOTION CARRIED

h. WDB RESOLUTION 19-41

A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH WORK SKILLS CORPORATION FOR THE YEAR 2020

Marcus James call for a motion to approve WDB Resolution 19-41

MOTION: Brandon Tucker moved to approve WDB Resolution 19-41 the WIOA Specialized Youth Services Contract with Work Skills Corporation for the Year 2020

SUPPORT: Lynn Matzen

Bill Sleight reviewed. Discussion.

MOTION CARRIED

9. Presentations

a. Rich Chang reviewed the summary from discussion at the May 22, 2020 regards Business Engagement Post-COVID: Restart, Recovery, Resilience. Continued discussion and comments.

b. Bill Sleight and Shamar Herron reviewed the Workforce Innovation and Opportunity Act Regional and Local Plan for the period September 1, 2020 through June 30, 2024. Discussion.

10. Committee Reports

Marcus James reported the Employer Services, Job Seeker Services and CEAC have not met.

a. Employer Services - Richard Currie, Chair

b. Job Seeker Services – Rose Bellanca and Rich Chang – Co-Chairs

c. Career and Educational Advisory Council (CEAC) – Kevin Oxley, Co-Chair

d. Strategic and Operations – Lynn Matzen, Chair reviewed the committee meeting notes.

e. Business Resource Networks

f. Executive Committee – June 3, 2020 minutes

11. Other Items

a. Chair Update – Marcus James Chair

Marcus announced Lee Graham and Patricia Poppe, Consumers Energy named to the state Workforce Board by Governor Whitmer. Marcus reported on the search for MWSE director.

b. Director's Update. Bill Sleight reviewed his written report.

Marcus James offered additional comments from board members. Sean Duval and Grace Trudell and Lee Graham commented.

12. Public Comment. Marcus James offered public comment. No public

13. Adjourn

Lee Graham moved to adjourn.

Meeting adjourned at 12:10 pm

11. Presentations:

- a. **Michigan Works! Southeast Website Redesign Launch– Nicole Bell, Communications Manager**
- b. **“Futures for Frontliners” program - Pam Gosla, Education and Research Manager**
- c. **Michigan Works! Association Legislative Agenda – Bill Sleight, Director**

2020

S T A T E

**LEGISLATIVE
PRIORITIES**

**MICHIGAN
WORKS!**
ASSOCIATION

GOING PRO TALENT FUND

The Going PRO Talent Fund has proven to be one of the most effective resources available to address Michigan's talent crisis.

Each year, funding for the Talent Fund must be included in the state budget and approved by the legislature and the Governor. This program has a direct impact on the professional trades workforce gap of over 545,000 job openings we will be facing by 2026.

ACTION: Secure funding for FY 2020

Funding for the Going PRO Talent Fund was line-item vetoed from the FY 2020 budget by Governor Whitmer. The state estimates that 22,000 Michigan workers will be denied critical training and potential salary gains if the Talent Fund monies are not restored. It is imperative that the value of this program is illustrated to the Governor, lawmakers, the public, and the media. Michigan Works! is coordinating with partner organizations whose members will also be adversely impacted by the loss of this grant funding.

ACTION: Rebranding, Alignment and Accountability

The Going PRO Talent Fund is a key component to the strategy of improving access to training and skills development. In order to ensure "buy-in" from both the current administration and lawmakers and differentiate the program from the Going PRO advertising campaign, Michigan Works! recommends rebranding Going PRO Talent Fund. To align with the Governor's goal of "60 by 30," the Going PRO Talent Fund should measure attainment of all in-demand, industry-recognized credentials, whether that is through a two- or four-year degree, skills certification, or apprenticeship program.

ACTION: Increase funding for FY 2021

Since the inception of the Talent Fund in 2014, nearly \$100 million has been awarded to more than 3,000 businesses across the state, resulting in the retention of 77,542 jobs. The Talent Fund is an enormously successful program that should receive increased funding if possible. Last year alone, businesses applied for approximately \$50 million in eligible training, eclipsing the \$29.1 million available in FY 2019. The lack of available funds resulted in a loss of potential training, hiring, and increased earning opportunities. The value of increasing funding for the program must be illustrated throughout 2020 to the Governor, lawmakers, the public, and the media to ensure funding is included in the FY 2021 budget.

FUTURES FOR FRONTLINERS

This program will provide tuition-free postsecondary education opportunities for COVID-19 crisis essential workers who don't have a college degree. This includes workers in areas such as: nursing homes, hospitals, grocery stores, child care PPE manufacturing, public safety, trash haulers, and supply delivery.

ACTION: Secure funding for implementation

Once the hurdle of creating the Futures for Frontliners program in state statute is cleared, the legislature must allocate funding in the state budget to support the program. The Michigan Works! network, with its deep connections in the community and braided resources, will be critical to the success of the Futures for Frontliners program. The Michigan Works! system is a multi-faceted workforce ecosystem that is perfectly poised to deliver the results necessary to take workers across the state from the frontline to a self-sustaining career path.

MI RECONNECT PROGRAM

One of Governor Whitmer's workforce priorities is to create the MI Reconnect Program.

The MI Reconnect Program is designed for adults aged 25 and over who are seeking employment in an in-demand career field, have little to no college, and are pursuing a certificate or degree.

The program will provide last-dollar tuition assistance to enroll at a community college. Efforts are underway to create the MI Reconnect Program in state statute in 2020.

ACTION:

Establish the Michigan Works! network as the single point of contact

Meet with legislators and the Governor to present the case for the Michigan Works! network serving as the single point of contact/entry for the MI Reconnect Program. Michigan Works! staff are trained to identify multiple other resources that may be braided to assist MI Reconnect participants with funding their credentialed training.

ACTION:

Expansion beyond community colleges

Advocate to legislators and the Governor that MI Reconnect needs to be expanded to cover more than just community college tuition. It should also include apprenticeship programs, industry-based certifications, and similar credentials.

ACTION:

Secure funding for implementation

Once the hurdle of creating the MI Reconnect program in state statute is cleared, the legislature must allocate funding in the state budget to support the program. Given the role the Michigan Works! network wants to play in the implementation of MI Reconnect, it is critical to work closely with employers to advocate to legislators the important role the program plays in closing the skills gap to ensure funding is secured for the program.

PARTNERSHIP. ACCOUNTABILITY. TRAINING. HOPE. (PATH) PROGRAM

Many families seeking cash assistance through the Michigan Family Independence Program (FIP) face significant barriers in securing and retaining employment. From child care to transportation and literacy, caseworkers cite a long list of barriers that can keep families from achieving self-sufficiency. The primary goals of the PATH program are twofold. First, the PATH program identifies barriers and helps participants connect to the resources they need to obtain employment. Second, the program helps Michigan reach the federally-mandated fifty-percent (50%) work participation rate. The Department of Health and Human Services (DHHS) and the Department of Labor and Economic Opportunity - Workforce Development (LEO-WD) work together to provide PATH services through Michigan Works!

ACTION:

Continuation of funding for the PATH Program

Meet with legislators and the Governor to advocate for continued funding for the PATH program. Michigan Works! is able to use the PATH program to connect with workers who are very much at risk of dropping out of the workforce over the long term, lifting them into jobs that are right for them, and helping strengthen our state's pipeline of talent.

The program is returning individuals to productive employment, which then helps them begin contributing to our state's economy, boosting employment, income, and GDP.

Through PATH, tens of thousands of individuals have ended their dependence on public assistance and become skilled, productive contributors to Michigan's economy. Fewer families are receiving cash assistance each year and Michigan's poverty rate has dropped every year since the Great Recession.

ABOUT MICHIGAN WORKS! ASSOCIATION

As the professional organization representing the Michigan Works! network, the Michigan Works! Association is committed to advocating for workforce development issues throughout its system, the employers they serve and the job seekers who walk through their doors each day.

Each year the Association does a thorough review, through its Legislative Committee, of current and upcoming state issues that impact workforce development and establish the Association's state policy priorities and positions.

We advocate on the state level by setting up one-on-one meetings between Michigan Works! leaders and lawmakers from their districts to discuss workforce development issues.

We also host an annual Legislative Day that gives Michigan Works! leadership the opportunity to hear from legislators on current topics as well as the opportunity to talk with them about issues happening in their communities.

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2020

FEDERAL

**LEGISLATIVE
PRIORITIES**

**MICHIGAN
WORKS!
ASSOCIATION**

THE POWER OF ADVOCACY:

Advocacy is an important mechanism to influence Congress. Being an advocate can have far-reaching positive impacts by providing policymakers with the information they need to make decisions and influence legislation. By meeting with members of Congress, writing letters and sending emails, you can educate elected officials about the importance of workforce issues and encourage them to incorporate workforce considerations into decisions across all policy areas.

JUMPSTART OUR BUSINESSES BY SUPPORTING STUDENTS (JOBS) ACT OF 2019 (HR 3497/S 839)

The JOBS Act would close the skills gap by expanding Pell Grant eligibility to cover high-quality and rigorous short-term job training programs so workers can afford the skills training and credentials that are in high-demand in today's job market.

ACTION:

Broaden the definition of higher education to include quality career and technical programs and ensure federal policy supports this change.

The JOBS Act amends the Higher Education Act to expand Pell Grant eligibility to students enrolled in high-quality job training programs that are at least eight weeks in length and lead to industry-recognized credentials and certificates. Under the bill, eligible programs would offer training that meets the needs of the local or regional workforce.

In Michigan, employers are desperate for talent, and, in most cases, cannot wait for workers to complete two- to four-year programs. The economy has been strong for many years and we need to be investing in workforce now to prepare for a potential recession/pullback.

Passage of the JOBS Act would also provide assistance toward meeting Governor Whitmer's statewide goal of 60% of Michigan adults earning a postsecondary education credential by 2030.

BUILDING U.S. INFRASTRUCTURE BY LEVERAGING DEMANDS FOR SKILLS (BUILDS) ACT (HR 2831/S 1517)

This bill requires the U.S. Department of Labor to award implementation or renewal grants, for up to three years and on a competitive basis, to eligible industry or sector partnerships to achieve certain strategic objectives with respect to targeted infrastructure industries (i.e. transportation, construction, energy, information technology, or utilities industries).

ACTION:

Ensure that any infrastructure bill includes new dollars for training partnerships, consistent with the bipartisan BUILDS Act.

President Trump and Congressional Democrats have proposed significant new investments in our nation's roads, bridges, and other infrastructure. These efforts could create millions of new jobs in the coming years, but nearly half would require some education and training beyond high school. We will need to ramp up our support for apprenticeships and other skills strategies to keep up with demand.

Apprenticeship is a valuable tool for workforce boards and employers. More non-traditional industries are looking to use the apprenticeship model and federal policy should help encourage more industries to explore them.

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) FUNDING

WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. Over nearly two decades, instead of continuing to invest in our workforce, federal investments have been cut.

ACTION:

Increase funding for WIOA workforce and adult education grants to at least authorized levels and restore career and technical education (CTE) state grant funding to at least \$1.3 billion.

We need to continue to urge Congress to increase funding for WIOA. Despite messages of strong bipartisan support for skills policy, over the past 16 years, Congress has slashed funding for state job training grants by 40%, CTE grants by 30% and adult education grants by 20%.

After nearly two decades of disinvestment, workers and businesses need significant new investment in skills and retention supports today to support the workforce of tomorrow. This disinvestment has left businesses struggling to find skilled workers and left workers without pathways to better-paying jobs.

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) REAUTHORIZATION

TANF funding and policy is currently year-to-year. There will be a serious effort to reauthorize TANF in 2020, which will be difficult in an election year.

ACTION:

Modernize TANF to support training opportunities.

More than 80% of today's jobs require postsecondary education and training, but less than 10% of adult TANF recipients have education beyond high school. Congress should update TANF to expand access to high-quality training and education that leads to in-demand credentials.

ACTION:

Replace the TANF work participation rate with WIOA performance metrics for employment outcomes.

We suggest expanding the list of allowable activities to include High School Equivalency programs, apprenticeship and CTE. We need to establish greater alignment between WIOA and TANF, given that more TANF individuals are being served at one-stop career centers.

COLLEGE TRANSPARENCY ACT (HR 1766/S 800)

The College Transparency Act establishes a privacy-protected system to collect and report student outcome data so that college applicants can better understand their return on investment. It strengthens educational access for minorities, women and veterans, bolsters the American workforce; decreases the skills gap, and helps educational institutions take concrete steps to improve student success.

ACTION:

Strengthen educational access for minorities, women, and veterans

The College Transparency Act will develop and maintain a secure, privacy-protected postsecondary student-level data system that will provide information on the general pricing for universities and degree programs as well as give families access to a portal or database where they can learn about average salaries and statistics for all Americans, including minorities and veterans.

The Act will also push more regular disclosures to student borrowers during the lifetime of their loan, including while they are still in college, improving students' financial literacy and helping borrowers understand their financial commitments they are making.

ABOUT MICHIGAN WORKS! ASSOCIATION

As the professional organization representing the Michigan Works! network, the Michigan Works! Association is committed to advocating for workforce development issues throughout its system, the employers they serve and the job seekers who walk through their doors each day.

The Association's federal legislative advocacy is member-centric. At the start of each year the Association does a thorough review of current and upcoming federal issues that impact workforce development and establish the Association's federal policy priorities and positions. This advocacy is both proactive (messaging on Michigan Works! priorities) and reactive (responsive to anticipated federal policy discussions).

Lawmakers have a direct impact on the work the Michigan Works! System does every day, so it is critical that existing relationships are strengthened, and new ones are forged. On the federal level we do this by scheduling visits for our members to meet with federal lawmakers in Washington D.C. about national workforce development issues that have an impact on the residents of our state.

The Association and its members also work closely with members of the Governor's cabinet, across a variety of state departments, as well as the U.S. Department of Labor, on policy initiatives that impact workforce development.

FEDERAL ADVOCACY CONTACT:

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12. Consent Agenda –Marcus James (Workforce Development Board)**a. Workforce Development Board (WDB) RESOLUTION 20-5**

A RESOLUTION APPROVING FY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR VARIOUS COMPANIES

Acme Mills, LLC	\$2,985.00
TEC Electric, LLC	\$4,426.66
Dexter	\$4,490.00

MEMORANDUM

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: September 2, 2020

Subject: FY 2020 WIOA Incumbent Worker contract approvals

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve Incumbent Worker contracts for the following companies:

Acme Mills, LLC	\$2,985.00
TEC Electric, LLC	\$4,426.66
Dexter	\$4,490.00

Background

FY 2020 WIOA Incumbent Worker (7/1/2020 through 6/30/21) training contracts are an important part of the Business Services run in the five counties of the Southeast Michigan Consortium. WIOA expands the funding available for Incumbent Worker funds (up to 20% of WIOA Adult and up to 20% of WIOA Dislocated Worker funds). Incumbent Worker funds are used to train currently employed workers to help avoid layoffs, learn new, necessary skills and/or help keep the company competitive. The training is usually for short term class or certificate training, although On-the-Job Training is allowed. Companies must provide information on why training is needed, who will be trained, what training will be provided and the total training cost (including employer match). Applications for Incumbent Worker funding are accepted on a rolling-basis, pending availability of funds and merit of training requested by employers.

Discussion

The Employer Services Committee has reviewed them and approved the applications. Below is a summary of the applications.

FY 2020 Incumbent Worker contracts for approval

Company Name	Grant Award		# to be trained and area	County
Acme Mills, LLC	Not to exceed \$2,985.00		3/Manufacturing Skills Training	Hillsdale
TEC Electric, LLC	Not to exceed \$4,426.66		1/Circuit Analysis 1 and 2	Jackson
Dexter	Not to exceed \$4,490.00		3/Six Sigma Black Belt, ISO Internal Auditor, Non-Finance Management	Washtenaw

Approval of Incumbent Worker grant contracts is needed from the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 20-5**

A RESOLUTION APPROVING FY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR VARIOUS COMPANIES

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and Michigan Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, Michigan Works! staff have received Incumbent Worker (IW) training requests from three different companies as described in the attached Memorandum; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, The applications have been reviewed and approved by the Employer Services Committee; and
- WHEREAS, Approval of this contract requires approval from the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the Incumbent Worker training applications listed above and as approved by the Employer Services Committee.

BE IT FURTHER RESOLVED that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training providers selected by the employer.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary contract(s), as well as any future amendments for monetary and contract language adjustments.

14. Resolutions for Consideration of the Southeast Michigan Consortium -KZ Bolton

- a. **SOUTHEAST MICHIGAN CONSORTIUM BOARD (CB) RESOLUTION 20-01**
A RESOLUTION AUTHORIZING EXTENSION OF AN AGREEMENT WITH MERIT NETWORK, INC. TO PROVIDE INTERNET SERVICES TO MICHIGAN WORKS!
SOUTHEAST
- b. **SOUTHEAST MICHIGAN CONSORTIUM BOARD (CB) RESOLUTION 20-02**
A RESOLUTION APPROVING SUPPLEMENTAL PAY FOR
NON-MANAGEMENT EMPLOYEES

MEMORANDUM

To: Southeast Michigan Consortium Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: September 3, 2020

Subject: Internet Service Agreement with Merit Network, Inc.

Board Action Requested

It is requested that the Southeast Michigan Consortium Board approve extension of an Internet service provider agreement with Merit Network, Inc. to run through June 30, 2025 at an annual cost not to exceed \$46,344 (231,670 for five years).

Discussion

Merit Network has provided Internet services to Michigan Works! Southeast since 2016. Federal procurement rules require that we obtain quotes or bids periodically in order to ensure that we are purchasing goods and services at competitive prices. Over the last several months, the MWSE Information Technology Manager viewed demonstrations from several Internet service providers. Following the demonstrations, some vendors were eliminated because they were unable to provide all of the required services or relied on third parties. Others were unable to provide the same service provider at all five locations. Some vendors were unable to provide aggregated service across the five Service Centers – i.e. if a Service Center experiences a higher-than-normal demand, they can pull more bandwidth to cover the need. There were only four vendors able to provide adequate Internet service meeting our specifications and these vendors submitted quotes to us.

Merit Network offered a price competitive with other bidders and included services not provided by the other bidders. A list of key services provided by Merit Network and key differentiators is attached. Additionally, all other bidders would need require a 90-120- day lead time to establish service. Following staff and management review, we are recommending that we extend our service agreement with Merit Network, Incorporated through June 30, 2025. The cost is \$46,344 per year or \$231,670 over the term of the agreement.

A resolution approving a service agreement with Merit Network, Inc. is attached for your consideration.

Merit Network, Inc. Internet Service provides the following to Michigan Works! Southeast:

- Layer 3 Commodity Internet access
Settlement-free peering and caching
access Internet2 access
- Use of 256 total IPv4 addresses
- Hosted, authoritative DNS service for up to 3 zones Recursive DNS
- 24x7x365 MSC support
- Fiber or circuit connection from Merit Member site(s) to Merit's nearest point-of- presence
- Burstable bandwidth (500mbps aggregated), allowing Merit Member to occasionally exceed the contracted rate, where available (does not apply to circuit connections)
- Consortium/WAN pricing – Merit aggregates traffic from multiple physical locations for consolidated pricing
- DDoS Protection services; \$1,944/year
- CISO Scanner services (network security/protection); \$2,000/year Two hours of CISO consulting, per year
- Complementary attendance at one session of each, per year, of Merit's Communities of Practice: MITE Forum (IT Directors) and SCOPE (those responsible for cyber security); MWSE is members of both forums; \$299/year for each
- Member discounts on workshops and certification courses through Merit's Cyber Hubs
- Access to Merit Marketplace, leveraging the buying power of Merit community for discounts on hardware, software and services
- Merit Community Assistance Pact, supported by IDRC, a national volunteer organization providing disaster support <https://itdrc.org/>

Merit Differentiators

- Expert, local support
- DDoS Protection on the Backbone
- Simple and cost-effective to add [Merit DDoS Protection Service](#) Redundancy often available
- Uptime & QoS is unmatched in the state of Michigan
- A particularly performant network – unmatched by any competitor due to our special relationships with peers like Internet2.
- Managed DNS Hosting is included (service we offer is described well [here](#) but note that that is Google's documentation)
- IPv4 & IPv6 Addressing & full BGP support

**SOUTHEAST MICHIGAN CONSORTIUM BOARD
RESOLUTION 20-01**

A RESOLUTION AUTHORIZING EXTENSION OF AN AGREEMENT WITH MERIT NETWORK, INC. TO PROVIDE INTERNET SERVICES TO MICHIGAN WORKS! SOUTHEAST

WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and

WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and

WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and

WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and

WHEREAS, In accordance with procurement policy, quotes were obtained for a provider of Internet Service Provider for Michigan Works! Southeast,

WHEREAS, Four quotes were received, and after review by IT staff and MWSE management it was determined that the quote from our current provider, Merit Network, Inc., best fit our needs in terms of competitive pricing and quality of service.

IT IS THEREFORE RESOLVED the Southeast Michigan Consortium Board hereby approves an extension of the agreement with Merit Network, Inc. to provide Internet Services to Michigan Works! Southeast as describe in their quote at a price not to exceed \$46,344 per year (\$231,670 total) for a period ending June 30, 2020.

BE IT FURTHER RESOLVED that the Director of Michigan Works! Southeast is authorized to sign said agreement extension.

MEMORANDUM

To: Southeast Michigan Consortium Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: September 3, 2020

Subject: Supplemental Pay for Non-Management Staff

Board Action Requested

It is requested that the Southeast Michigan Consortium Board approve a one-time, non-precedent setting supplement pay of \$1,200 for non-management staff.

Discussion

MWSE leadership is recommending a one-time supplemental payment of \$1,200 to non-management staff in recognition of the extra-ordinary work performed by staff during the pandemic.

The payment will be available to all non-managerial employees with a satisfactory annual performance evaluation (2.5 or better on a 5 point scale). Employees who transitioned from employment services contractors on July 1, 2020 are eligible upon satisfactory completion of their 90-day probation period.

The payment has two purposes:

- 1) To recognize additional sacrifices and stresses imposed by the unusual conditions of pandemic. Examples include:
 - Many staff volunteered to assist another agency (UIA) with its pandemic response. This involved significant training on UIA systems and practices which is outside their normal scope of their duties. To date, MWSE staff have responded to more than 30,000 calls on unemployment issues, and resolved more than 11,000 issues as a result of the training they received.
 - Staff quickly developed new systems and processes to serve customers during the pandemic.
 - Developed virtual workshops and services
 - Implemented virtual hiring systems for employers
 - Implemented online curriculum and systems for adult education students
 - Upgraded social media and web presence in response to customer needs
 - Developed and implemented new HR procedures and policies in response to pandemic
 - Instituted new safety and sanitation practices and protocols in the service centers
 - Upgraded IT systems to accommodate telecommuting needs

- 2) To partially compensate employees who incurred additional expenses and inconvenience because of telecommuting:
- Use of personal phones, and computers for business purposes
 - Higher costs of utilities and Internet while using a home office

This one-time payment is meant to be non-precedent setting and is in addition to any merit increases earned by the employees. The estimated budgetary impact is \$80,000. This amount is within our approved budget for wages and fringes as we experienced significant cost savings by not filling vacant positions between March and July.

RECOMMENDATION APPROVED BY: Workforce Development Board Executive Committee.

The Supplemental Pay proposal must be approved by the Southeast Michigan Consortium Board. A Resolution is attached for your consideration.

**SOUTHEAST MICHIGAN CONSORTIUM BOARD
RESOLUTION 20-02**

A RESOLUTION APPROVING SUPPLEMENTAL PAY FOR NON-MANAGEMENT EMPLOYEES

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Southeast Michigan Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The Consortium Board previously approved a compensation policy allowing for Director approval to start pay for new hires up to Step 4 of their respective pay range; and
- WHEREAS, MWSE Management is proposing that all non-management employees receive a one-time, non-precedent setting supplemental payment of \$1,200 in recognition of the extra-ordinary work performed in response to the COVID 19 pandemic, and to partially compensate staff who incurred additional expenses and inconvenience due to telecommuting, and
- WHEREAS The Workforce Development Council Executive Committee reviewed this proposal and recommends its adoption,

IT IS THEREFORE RESOLVED the Southeast Michigan Consortium Board hereby approves the supplemental pay proposal as presented.

15. Resolutions for Consideration by both Workforce Development Board and Consortium

- a. **MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 20-06**
A RESOLUTION APPROVING THE FISCAL YEAR (FY) 2020 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T) PLAN
- b. **SOUTHEAST MICHIGAN CONSORTIUM (CB) RESOLUTION 20-03**
A RESOLUTION APPROVING THE FISCAL YEAR (FY) 2020 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T) PLAN

MEMORANDUM

To: Michigan Works! Southeast Workforce Development Board
Southeast Michigan Consortium Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: September 8, 2020

Subject: FY 2021 Food Assistance Employment and Training (FAE&T) program plan

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board and the Southeast Michigan Consortium Board accept funding and approve the plan for the Food Assistance Employment & Training (FAE&T) program from the Department of Labor and Economic Opportunity (LEO) for the period of October 1, 2020 through September 30, 2021 in the amount of up to \$103,354.

Program Operations	\$ 93,695
Support Services	\$ 9,839
TOTAL	\$ 103,534

Background

The Act of 2008 provides that state agencies be given maximum flexibility in designing Employment & Training (E&T) programs for individuals receiving food assistance. The FAE&T Program provides participants opportunities to gain skills, training, or experience to improve their ability to obtain regular employment and increase self-sufficiency. The State of Michigan operates a voluntary FAE&T Program, which is jointly administered by the Michigan Department of Health and Human Services (MDHHS) and LEO. The state provides an allocation by formula to the ten Michigan Works! agencies in the state with the highest Food Assistance cases.

Discussion

The FAE&T Program is designed to establish a connection to the labor market for able-bodied adults without dependents (ABAWDs). The ABAWD must be 18 through 49 years old (beginning the first calendar month after the 18th birthday through the last calendar month before the 50th birthday). Also, the ABAWD must not have a minor (under the age of 18) on their Food Assistance Program (FAP) case.

In general, ABAWDs who do not receive either a federal or state exemption, or meet defined work participation standards, are limited to three months of FAP benefits over a three-year period. However, because of the high unemployment rates and the pandemic, all work participation requirements are currently waived and will be until at least July 31, 2021. The Dept. of Labor and Economic Opportunity requires that MWAs develop plans to address FAE&T activities for the period October 1, 2020 through September 30, 2021.

The FY 2020 FAE&T Plan must be approved by both the Southeast Michigan Consortium Board and the Michigan Works! Southeast Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 20-06**

RESOLUTION APPROVING THE FISCAL YEAR 2020 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T) PLAN

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Department of Labor and Economic Opportunity (LEO)- Workforce Development, to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The FAE&T Program was established to provide Food Assistance Program (FAP) participants opportunities to gain skills, training, or experience to improve their ability to obtain regular employment and increase self-sufficiency; and
- WHEREAS, FAE&T Program is designed to establish a connection to the labor market for Able Bodied Adults Without Dependents (ABAWDs) ages 18-49; and
- WHEREAS, LEO requires that MWAs develop plans for submission to LEO to address FAE&T activities for the period October 1, 2020 through September 30, 2021; and
- WHEREAS, The estimated plan budget amount for the Southeast Michigan Consortium is \$103,534 and
- WHEREAS, LEO requires that the Michigan Works! Southeast Workforce Development Board and the Southeast Michigan Consortium Board approve the FAE&T plan.

NOW THEREFORE BE IT RESOLVED that the Michigan Works! Southeast Workforce Development Board hereby approves the FY 2021 FAE&T Plan in the amount of \$103,534 for the period of October 1, 2020 to September 30, 2021.

BE IT FURTHER RESOLVED that the Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign said plan for submission to LEO as well as any future amendments for monetary and contract language adjustments.

MEMORANDUM

To: Michigan Works! Southeast Workforce Development Board
Southeast Michigan Consortium Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: September 8, 2020

Subject: FY 2021 Food Assistance Employment and Training (FAE&T) program plan

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board and the Southeast Michigan Consortium Board accept funding and approve the plan for the Food Assistance Employment & Training (FAE&T) program from the Department of Labor and Economic Opportunity (LEO) for the period of October 1, 2020 through September 30, 2021 in the amount of up to \$103,354.

Program Operations	\$ 93,695
Support Services	\$ 9,839
TOTAL	\$ 103,534

Background

The Act of 2008 provides that state agencies be given maximum flexibility in designing Employment & Training (E&T) programs for individuals receiving food assistance. The FAE&T Program provides participants opportunities to gain skills, training, or experience to improve their ability to obtain regular employment and increase self-sufficiency. The State of Michigan operates a voluntary FAE&T Program, which is jointly administered by the Michigan Department of Health and Human Services (MDHHS) and LEO. The state provides an allocation by formula to the ten Michigan Works! agencies in the state with the highest Food Assistance cases.

Discussion

The FAE&T Program is designed to establish a connection to the labor market for able-bodied adults without dependents (ABAWDs). The ABAWD must be 18 through 49 years old (beginning the first calendar month after the 18th birthday through the last calendar month before the 50th birthday). Also, the ABAWD must not have a minor (under the age of 18) on their Food Assistance Program (FAP) case.

In general, ABAWDs who do not receive either a federal or state exemption, or meet defined work participation standards, are limited to three months of FAP benefits over a three-year period. However, because of the high unemployment rates and the pandemic, all work participation requirements are currently waived and will be until at least July 31, 2021. The Dept. of Labor and Economic Opportunity requires that MWAs develop plans to address FAE&T activities for the period October 1, 2020 through September 30, 2021.

The FY 2020 FAE&T Plan must be approved by both the Southeast Michigan Consortium Board and the Michigan Works! Southeast Workforce Development Board. A Resolution is attached for your consideration.

**SOUTHEAST MICHIGAN CONSORTIUM BOARD
RESOLUTION 20-03**

RESOLUTION APPROVING THE FISCAL YEAR 2020 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T) PLAN

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Department of Labor and Economic Opportunity (LEO)- Workforce Development, to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The FAE&T Program was established to provide Food Assistance Program (FAP) participants opportunities to gain skills, training, or experience to improve their ability to obtain regular employment and increase self-sufficiency; and
- WHEREAS, FAE&T Program is designed to establish a connection to the labor market for Able Bodied Adults Without Dependents (ABAWDs) ages 18-49; and
- WHEREAS, LEO requires that MWAs develop plans for submission to LEO to address FAE&T activities for the period October 1, 2020 through September 30, 2021; and
- WHEREAS, The estimated plan budget amount for the Southeast Michigan Consortium is \$103,534; and
- WHEREAS, LEO requires that the Michigan Works! Southeast Workforce Development Board and the Southeast Michigan Consortium Board approve the FAE&T plan.

NOW THEREFORE BE IT RESOLVED that the Southeast Michigan Consortium Board hereby approves the FY 2021 FAE&T Plan in the amount of \$103,534 for the period of October 1, 2020 to September 30, 2021.

BE IT FURTHER RESOLVED that the Chair of the Southeast Michigan Consortium Board is authorized to sign said plan for submission to LEO as well as any future amendments for monetary and contract language adjustments.

16. Committee Reports – Workforce Development Board

- a. Employer Services - Richard Currie, Chair
- b. Job Seeker Services – Rich Chang, Co-Chair and Dr. Rose Bellanca, Co-Chair
- c. Career and Educational Advisory Council (CEAC)– Kevin Oxley, Chair
- d. Strategic and Operations – Lynn Matzen, Chair
- e. Business Resource Networks (BRN)
- f. Executive Committee Report, Marcus James, Chair
Meeting minutes for July 8, 2020, August 5, 2020 and September 2, 2020

Strategy and Operations Committee (formerly CFO) Meeting Minutes

July 27, 2020 2:00 pm –via ZOOM

Board members attending

Lynn Matzen, Committee Co-Chair

Marcus James, WDB Board Chair

Staff Attending

Bill Sleight, Director

Cordelia Gonzalez, Fiscal Manager

1. Reviewed notes from June 1, 2020. No Corrections
2. **Compliance**
 - ***Upcoming Audit*** -- Plante will begin the audit mid October 2020. Preliminary meetings have occurred.
 - ***Trade Programmatic review***– No report yet on the review that took place in June.
3. **Finance**

Reviewed the Preliminary Income statement for Year ending June 30, 2020. Revenues and expenses are about 12.6 million. About 91% of the budgeted amount. The report is attached.

Reviewed the Grant expenditure report as of 6/30/2020. Carryforward amounts were higher than planned for some grants due to lack of spending for participant training and support in the last four months because of COVID 19. Most grants required that carry forward funds be spent before June 30, 2021. Carry forward authority for the PATH grant must be spent by December 31, 2020. PATH provides training and support resources for individuals receiving cash public assistance. There are also a few smaller grants which end September 30, 2020.
4. **Operations**
 - ***Customer re-engagement*** – Customer re-engagement plans- We will open the service centers for appointment as soon as practical, and hopefully in August. Opening centers for in-person appointments will depend on the following: All counties must be in Stage 4 of the Governor's MI Safe Start Plan; Incoming calls about Unemployment Insurance must be significantly reduced, and we must have a security firm engaged to screen customers entering our facilities. Staff has developed formal COVID-19 policies around

re-engagement and developed a reengagement playbook. These are available in the employee portal of our website – password is *mwse*.

Our reengagement policies require employees working in the office to complete an online daily health screening, they describe procedures for sanitation and physical distancing, and they detail protocols for what happens if someone in our centers test positive for the virus or exhibits symptoms. Offices have been reconfigured to maintain physical distancing and services have been redesigned to minimize the need for in-person services. When all counties move to Phase V of the MI Safe Start Plan, we will consider opening the centers to small group meetings and workshops and additional in-person services. All staff have received training on our COVID 19 safety protocols and policies, as required by the Governor's Executive orders.

- **Employee Evaluations and Balanced Scorecard** -- Employee evaluations will be completed in the next 2 months. The Balanced Scorecard evaluations for the management team will be completed in August, and the scorecards for this year will be finalized.
- **Strategic Plan** -- The committee discussed the need to update our strategic plan and they recommended that we engage our One-Stop Operator, Thomas P. Miller and Associates to facilitate the process. Bill will contact them and ask them to attend the next Executive Committee meeting.
- **Executive Director Search** -- Marcus mentioned that he will provide an update on the search for a new Director at the Executive Committee meeting on August 5.
- **Supplemental Pay Proposal** -- In response to a request from the Executive Committee, Bill prepared a rationale for the proposed supplemental pay to employees. The committee discussed the rationale and forwarded to the Executive Committee for discussion. (Attached)

Meeting adjourned at 3.02pm

Southeast Michigan Consortium
Consolidated Income Statement-Preliminary
For Period Ending , June 30, 2020

Revenues	June 2019		% of Budget	
	YTD	June 2020 YTD	Annual Budget - Revised 2/2020	Expended S/B ~100
Federal Grant	\$ 9,775,761	\$ 9,929,656	\$ 12,350,217	80.40%
State Grant	\$ 2,394,864	\$ 2,490,199	\$ 1,314,388	189.46%
Local Grant	\$ 19,583	\$ 13,290	\$ 15,000	88.60%
IFA Revenue	\$ 124,279	\$ 139,699	\$ 87,459	159.73%
Contract Revenue	\$ 45,000	\$ 45,592	\$ 40,000	113.98%
Professional Services		\$ -		
Miscellaneous Revenue	\$ 111,803	\$ -		
Transfer In/(Out)	\$ (91,857)			
Total Revenues	\$ 12,379,433	\$ 12,618,436	\$ 13,807,064	91.39%
Expenses				
Salaries	\$ 3,365,436	\$ 3,854,247	\$ 3,825,440	100.75%
Fringe Benefits	\$ 976,120	\$ 1,028,717	\$ 926,200	111.07%
E&T Contractors	\$ 2,158,380	\$ 1,911,641	\$ 2,253,466	84.83%
SEMCA Professional Services	\$ 484,406	\$ 205,541	\$ 233,891	87.88%
Other Professional Fees	\$ 122,963	\$ 266,904	\$ 409,476	65.18%
Travel	\$ 114,502	\$ 68,872	\$ 85,000	81.03%
Conferences/Training (Staff)	\$ 72,246	\$ 41,343	\$ 60,000	68.91%
Utilities	\$ 149,157	\$ 32,395	\$ 50,000	64.79%
Office Supplies	\$ 45,038	\$ 76,713	\$ 60,000	127.85%
Insurance - Liability	\$ 59,558	\$ 31,360	\$ 48,683	64.42%
Facility Rental/Upgrades	\$ 599,944	\$ 636,251	\$ 640,056	99.41%
Technology	\$ 256,839	\$ 284,657	\$ 350,000	81.33%
Maintenance	\$ 52,765	\$ 58,173	\$ 56,688	102.62%
Meetings Costs	\$ 30,167	\$ 16,638	\$ 22,000	75.63%
Equipment	\$ 103,765	\$ 145,000	\$ 145,000	100.00%
Subscription/Memberships	\$ 137,953	\$ 125,000	\$ 125,000	100.00%
Advertising/Sponsorships	\$ 102,984	\$ 91,820	\$ 91,820	100.00%
Participant Training & Support	\$ 3,514,016	\$ 3,716,280	\$ 4,424,344	84.00%
Total Expenses	\$ 12,346,239	\$ 12,591,553	\$ 13,807,064	91.20%
Net Income/ (Loss)		\$ 26,883	\$ -	

Grant Expenses

Year ending 6/30/2020- Preliminary

Expenditures

Carry Forward
Available

	Expenditures	Carry Forward Available
320 - Food Assistance - Program	\$135,965.91	\$29,970.00
321 - Food Assistance - Support	\$10,866.41	\$4,000.00
324 - SWA- Employer Engagement	\$20,000.00	\$0.00
325 - IFA Agreements	(\$9,901.82)	
326 - SWA- Career Event	\$14,344.20	\$0.00
329 - America's Promise	\$113,823.54	
330 - PATH (JET/TANF)	\$3,628,923.94	\$1,983,889.00
332 - Healthy Michigan Program - Medicaid Work Req	\$33,844.33	\$94,771.00
335 - State GF/GP	\$411,018.96	\$299,123.00
336 - GF/GP Refugee	\$25,750.05	\$11,860.00
340 - Trade	\$350,197.23	\$202,597.00
348 - Community Ventures	\$477,856.46	\$248,116.00
350 - RESEA	\$151,610.23	\$22,064.00
360 - Wagner Peyser	\$1,134,729.63	\$394,466.00
362 - Dislocated Worker SAG	\$13,053.16	
363 - Dislocated Worker NEG-TET	\$13,628.67	
365 - Going Pro Talent Fund	\$1,219,174.82	
369 - WIOA Admin Covid	\$7,432.54	
370 - WIOA Administration	\$451,231.27	\$239,455.00
371 - WIOA Adult	\$1,196,171.46	\$681,213.00
372 - WIOA DLW	\$1,096,709.42	\$577,622.00
373 - WIOA Youth	\$1,599,748.89	\$500,594.00
374 - Statewide Activities-Summer Youth Prg	\$2,500.00	\$91,249.00
377 - Statewide-Activities-CRM	\$9,810.00	
378 - WIOA SWA- Apprenticeship Success Coord	\$19,908.99	
379 - SWA- Capacity Building	\$57,446.00	\$0.00
380 - SWA Service Center	\$128,225.48	\$226,178.00
383 - Vocational Village	\$19,762.86	
386 - Jobs for Michigan Graduates (JMG)	\$159,746.89	
394 - Community Corrections	\$11,099.21	
395 - Title II Curriculum (Adult Ed)	\$67,784.21	
396 - Families Forward	\$19,070.06	
	\$12,591,533.00	\$5,607,167.00

Prepared by Cordelia Gonzalez 7/26/2020

MWSE leadership is recommending a one-time supplemental payment of \$1,200 to non-management staff in recognition of the extra-ordinary work performed by staff during the pandemic.

The payment will be available to all non-managerial employees with a satisfactory annual performance evaluation. Employees who transitioned from ES contractors are eligible upon satisfactory completion of their probation period.

The payment has two purposes:

- 1) To recognize additional sacrifices and stresses imposed by the unusual conditions of pandemic. Examples include:
 - Many staff volunteered to assist another agency (UIA) with its pandemic response. This involved significant training on UIA systems and practices which is outside their normal scope of their duties
 - Staff quickly developed new systems and processes to serve customers during the pandemic.
 - Developed virtual workshops and services
 - Implemented virtual hiring systems for employers
 - Implemented online curriculum and systems for adult education students
 - Upgraded social media and web presence in response to customer needs
 - Developed and implemented new HR procedures and policies in response to pandemic
 - Instituted new safety and sanitation practices and protocols in the service centers
 - Upgraded IT systems to accommodate telecommuting needs
- 2) To partially compensate employees who incurred additional expenses and inconvenience because of telecommuting:
 - Use of personal phones, and computers for business purposes
 - Higher costs of utilities and Internet while using a home office

This one-time payment is meant to be non-precedent setting and is in addition to any merit increases earned by the employees. The payment must be approved by the Consortium Board and will occur before the end of the calendar year. Estimated budgetary impact is \$80,000.

Strategy and Operations Committee (formerly CFO) Meeting Minutes

August 31, 2020 2:00 pm –via ZOOM

Board members attending

Lynn Matzen, Committee Co-Chair

Marcus James, WDB Board Chair

Staff Attending

Bill Sleight, Director

Shamar Herron, Deputy Director

Cordelia Gonzalez, Fiscal Manager

1. Reviewed notes from July 27, 2020. No Corrections
2. **Compliance**
 - ***Cycle II Monitoring*** -Final Determination Letter indicated there are no findings.
 - ***Upcoming Audit*** -- Plante Moran will begin the audit October 19, 2020 for FY ending 6/30/20. Staff has begun preparations for the audit, and is responding to information requests from Plante Moran.
 - ***Cycle III Monitoring***- will begin the week of November 9th. This monitoring will review administrative processes, such as procurement, complaint resolution, and monitoring.
 - ***Trade Programmatic review***– No report yet on the review that took place in June.
3. **Finance**
 - Reviewed the Non -Profit account. Balance as of 8/31/2020 is \$94,353.84
4. **Operations-**

Discussed Balanced score card report from the period July 1, 2019 to June 30, 2020 (see attached). Some targets and weights were adjusted due to COVID. The committee also reviewed MWSE collaborative projects report which is related to the first target. The Executive Committee will review the BSC at its Sept. 2 meeting. The committee will wait until the strategic plan revision is completed to develop the scorecard for the current year.

 - ***Strategic Plan*** -- The Strategic Plan Committee met with Thomas P. Miller on August 28 to review the proposed work plan and to gather initial data in preparation for the update our 3-5 year plan. Target date to have completed is November 2020.

Meeting adjourned at 3.15pm



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
LANSING

JEFFERY DONOFRIO
DIRECTOR

August 13, 2020

Mr. William Sleight, Director
Southeast Michigan Consortium
21 Care Drive
Hillsdale, MI 49242

Dear Mr. Sleight:

Thank you for the cooperation extended to my staff during the 2020 Cycle II review conducted June 8 – July 8, 2020. The review included the following topics:

- I. Service Provider – Allowable Cost, Cost Allocation, and Cost Classification.
- II. Service Provider – Budgeting Systems and Internal Controls.
- III. Service Provider – Financial Reporting.
- IV. Service Provider – Procurement and Contract Administration.

Our review was less comprehensive in scope than those conducted in accordance with the generally accepted government auditing standards (GAGAS). Accordingly, subsequent reviews conducted in accordance with GAGAS may disclose deficiencies and/or unallowable costs not identified during this review.

No findings or administrative recommendations were identified from the review. No response is required.

If you have any questions, please contact Mr. Josh Finch at 517-930-6582
FinchJ1@michigan.gov.

Sincerely,

(SIGNED)

Gary Wilson
Administrative Manager

GW:JF:cjb
Enclosure

cc: Marcus James, Chair, Workforce Development Board
Karol Bolton, Chair, Southeast Michigan Consortium Board

**SOUTHEAST MICHIGAN CONSORTIUM
2020 CYCLE II MONITORING REPORT**

Summary of Topics Monitored

- I. Service Provider – Allowable Cost, Cost Allocation, and Cost Classification – The purpose of this review was to evaluate the Michigan Works! Agency's (MWA's) service provider's system to ensure it is incurring necessary and reasonable costs and is only charging allowable and allocable costs to the grant, including allocating the costs to the extent a benefit was received. [2 CFR Part 200; 48 CFR Part 31]
- II. Service Provider – Budgeting Systems and Internal Controls – The purpose of this review was to evaluate the MWA's service provider's method for tracking planned expenditures that allow it to compare actual expenditures or outlays to planned or estimated expenditures. In addition, the review will evaluate the internal controls the Entity has for effective control and accountability of all grant and subrecipient cash, real property, personal property, and other assets. [2 CFR Part 200.302,.303 & .308]
- III. Service Provider – Financial Reporting – The purpose of this review was to determine whether the MWA's service provider has an accounting system that allows it to maintain accurate and complete disclosure of the financial results of its grant activities and those of its subrecipients according to the financial reporting requirements of the grant. [2 CFR Part 200.302]
- IV. Service Provider – Procurement and Contract Administration – This review was designed to evaluate the MWA's service provider's procurement procedures for compliance with applicable federal and state laws and regulations, as well as, a system for the administration of its contracts, including the appropriate contract or subrecipient clauses. [2 CFR Part 200.318-.328]

WORKFORCE DEVELOPMENT BOARD - 501(C)(3)
 FINANCIAL STATEMENTS
 FOR THE PERIOD July 1, 2020-August 31,2020

BALANCE July 1, 2020	\$	94,853.84
REVENUES	\$	2,000.00
EXPENSES		<u><u>(\$2,500.00)</u></u>
 FUND EQUITY 8/31/2020	 \$	 94,353.84

INCOME AND EXPENSE STATEMENT

INTEREST INCOME		
SUMMER GRANT	\$	2,000.00
TOTAL REVENUE		\$ 2,000.00
 EXPENDITURES		
MI CAREER QUEST-refund	(2,500.00)	
TOTAL EXPENDITURES		\$ (2,500.00)
 REVENUES IN EXCESS OF EXPENDITURES		 <u><u>\$ (500.00)</u></u>

Vision Element	Strategic Intent	Actions	Targets	weighting	Status	Final	Results
Establish MWSE as the local leader in workforce development, so that partners come to us first when there are workforce issues (30%)	Develop partner engagements that advance the WDB's mission and vision, and can address critical workforce needs of the region's employers	MWSE will lead or actively participate in at least 15 sector collaborative projects including sector initiatives	<p>1X = Add two networks; one in Washtenaw and one in Lenawee. 2X = no change</p> <p>1X = Increase membership in existing networks by 8 companies 1X = 5 companies</p> <p>2X = MWSE leads successful MI Career Quest South; 2000 students attend; 75 exhibitors; sponsor revenue is sufficient to cover expenses</p> <p>1X = MWSE documents impact from 45 collaborative projects, including sector initiatives.</p>	10%		0	Nine new employers joined networks in PY 19; 1 member did not renew. There are no new networks. Any chance of adding networks ended in March when COVID restrictions started.
	effectively promote Michigan Works! Southeast's role and services to the community.	Implement recommendations from Annodyssey project, Branding training and customer service training. Develop and implement multi-faceted marketing plan.	<p>2X = 10% increase in WIOA positive outcomes; 150 new employers engaged 2x=90</p> <p>1X = 5% increase in WIOA positive outcomes over June 2018 levels and at least 100 new employers actively engaged with MWSE. 1x=60; adjust enrollments to Feb.</p>	10%		0	MI Career Quest postponed until April 2021, Virtual event may occur this fall. Documentation of 15+ collaborative projects is in progress; will be completed by 4/31
	Identify and advocate for needed community resources and infrastructure improvements to prepare all jobseekers for employment opportunities in the region	Identify and understand the scope and variety of resources available in our region which can provide support and assistance to our job seekers to any gaps or deficiencies in meeting jobseeker needs. Action around BRN's Marshall Plan and service to target populations.	<p>2X = 80% retention for employees enrolled in and receiving BRN services (Use Feb. data)</p> <p>1X = Job Readiness criteria and Career Ladders documented for key regional industry sectors.</p>	5%		0	Through 6/30/20 our WIOA enrollments were 96% the total for all of PY 18; and placements were 92% of the total for PY 18. All but 18 enrollments occurred in prior to April 1. The business services team engaged 309 new employers in PY 19 (employers with no significant contact in more than 2 years)
				<p>2X = 50 employers will engage with in 3 or more major activities with MWSE (DJT; training grant; MI Career Quest, hiring event, BRN, Sector Initiative, etc.)</p> <p>1X = 500 regional employers will have at least 2 significant engagements with our business services teams as documented in Salesforce.</p>	5%		0
Cultivate employer relationships by active outreach and quality, consistent, data-driven services. (10%)	Understand, develop and communicate the MWSE value proposition to engage local employers	Identify and market MWSE services and training programs of most value to targeted employers	<p>2X = 50 employers will engage with in 3 or more major activities with MWSE (DJT; training grant; MI Career Quest, hiring event, BRN, Sector Initiative, etc.)</p> <p>1X = 500 regional employers will have at least 2 significant engagements with our business services teams as documented in Salesforce.</p>	10%		0	264 employers participated in 3 or more major activities with MWSE in PY 2019; over 550 employers had at least two significant engagements with Business Services.
Leverage internal and external resources to ensure consistent, high quality services are made available to all customers. (15%)	Deliver high quality workforce services through a combination of innovative and evidence-based approaches that are customer-focused and provide the supports necessary to ensure customer success.	Meet or exceed all WIOA performance objectives	<p>2X = Exceed metrics by 10%</p> <p>1X = Meet all metrics</p>	5%		0	Met or exceeded all goals for WIOA Adult, DW, Youth and WP; WIA Adult - Average Score = 104.4%; WIOA DW Average Score 103.7%; WIOA Youth - Average Score 110.6%; WP average score 108.9%; Overall Average 106.7%
		Work with Board and Community Partners to determine targeted populations and establish plans for effective engagement.	<p>2X = Increase at-risk youth 16-24 from 450 to 600 (update number based on looking at all programs impacting youth - targeting 30% improvement)</p> <p>1X = Plans in place for addressing selected at-risk populations identified by JSS committee and report generated identifying service gaps in the region.</p>	5%		0	In our Youth oriented programs (WIOA Youth, IMG, Summer) enrollments increased 12% from PY 18 to PY 20 (645 in PY 18, 725 in PY 19). In all programs, the number of youth served declined by about 7% from 1,231 in PY 18 to 1,144 in PY 19. There are duplications in these figures as some participants are dual enrolled. In response to COVID, staff ramped up virtual services in all program areas. All workshops are now delivered virtually, and career advisors meet with customers by phone or Zoom. Adult education is provided virtually as well. The Summer Youth program was converted to a mostly virtual program. Since some at risk customers do not have access to technology, in person appointments are now available on a limited basis. Further, staff is being encouraged to provide additional technology supports to customer through supportive services.
		Increased engagement of targeted jobseekers with MWSE	<p>2X = 7,500 (4500) jobseekers gaining employment following engagement with MWSE services</p> <p>1X = 5,000 (3000) jobseekers gaining employment following engagement with MWSE services</p>	5%		0	Jobs filled for PY 19 = 4422 - Most occurred prior to April 1.
	Develop staff to ensure successful outcomes for jobseekers and employers	Implement staff development plans to improve the knowledge, skills and abilities of MWSE staff	<p>2X = 85% of staff complete all elements of their development plans.</p> <p>1X = 70% of staff complete all elements of development plans</p>	5%		0	Results being tabulated

Vision Element	Strategic Intent	Actions	Targets	weighting	Status	Final	Results
Foster board and staff development to leverage innovation and maximize the economic impact of workforce funding and resources (20%)	Develop board members so they can contribute to MWSE mission	Fully engage and support board members as they execute their charter	2X = Full engagement of 95% of board members as reflected in attendance and participation on committees and in board events 1X = Full engagement of 75% of board members as reflected in attendance and participation on committees and in board events	5%		0	83% of board members had attendance rates of 67% or higher (including alternate attendance) 67% of board members were active in a board committee
	Align staff and leadership to ensure successful delivery of services	Continue BSC for management team to drive MWSE success and employee satisfaction	2X = Management team averages 1.4 on BSC 1X = Management team averages 1.2 on BSC	5%		0	Results being tabulated
	Ensure staff and board members have the information needed to be successful in their roles and fulfill the MWSE mission	Implement communication tools and policies as needed to ensure optimum success	2X = Communication portion of 360 survey results are 80% or better 1X = Communication portion of 360 survey results are 71% or better, 360 survey conducted for director and deputy director	5%		0	Discarded for this year.
Managing Fiscal and Administrative Issues (25%)	Implement sound fiscal, accounting systems and HR systems	Manage transition from SEMCA so that impact on customers, vendors and staff is minimal	2X = Adherence to all budget constraints 1X = "0" non-compliances	5%		0	No significant findings in audits or monitoring.
		Effectively manage HR transition	2X= Accounting system is structured to enable staff to monitor revenue and expenditures in real time so that they can make necessary adjustments. 1X= All invoices paid within 15 days of receipt; all staff are onboarded properly with no disruptions to pay and benefits.	10%			All staff transitioned successfully in January and July. No issues with payroll or benefits. Working with Plante Moran and SEMCA to finalize starting balances in all accounts so we can produce accurate income statements for the year. We are uploading data from our Payroll system to Financial Edge which will speed up our ability to generate reports. We continue develop staff expertise through training. Financial Edge continues to provide consulting services to our fiscal staff.
	Single face across region for employers and job seekers	Implement consistent customer service standards and metrics across region	2X = Implement "Strength Based Career Coaching" or similar career coaching methodology across all service centers. 1X = Determine customer service baseline satisfaction metrics for implementation of "Net Promoter" or similar customer service satisfaction metric in PY 20	5%		0	Total turnover rate was 12.9%; this included 1 retirement, if that were excluded the rate would be 10%. Of the nine staff who left, two moved out of state, 4 resigned to accept new positions, one retired and one resigned. All staff were successfully onboarded in January and July; the employee handbook containing HR policies was adopted by the Consortium Board prior to onboarding; all employee benefit programs were in place for onboarding as was the payroll system. Prior to COVID we were working with a consultant and Thomas P. Miller to establish Net Promoter metric; these activities were halted in March. We plan to resume in PY 20. Most career advisors attended a Strength Based Career Coaching workshop, but full implementation will be delayed until PY 2020. Our Business Services Manager developed and delivered customer service training for a virtual work environment

MWSE Collaborations – July 1, 2019 to June 30, 2020

Collaboration	Partners	Impact
2 nd Chance Fair, Lenawee, Offered information on expungement; provided information about workforce services, housing, and other community resources	County Board of Commissioners, Bar Association, Public Defender, Legal Services, MWSE	Processed expungement applications for nearly 40 people
Lenawee Transportation Task Force – Applied for MDOT grant to support hiring a mobility manager for Lenawee County.	20+ agencies, businesses and municipalities	MWSE Manager chaired the task force; Grant was submitted; Task force also published a resource guide for frontline staff and worked to improve transportation options for those in rural areas
Align Lenawee – Provides opportunities for K-12 students to have exposure to business and industry	Economic Developers, LISD, MWSE	MWSE staff conducted presentations at local schools and developed a soft-skills vide for remote learning
OSMIS Redesign (One-Stop Management Information System) – MDLEO project to update and upgrade the state’s participant reporting system	State partners, other MWA staff	MWSE Manager was co-chair of committee that focused on communication and training needs for MWAs; staff also participated in Beta testing of new system
NOH Program, Lenawee - Aims to develop a program to provide intensive case management, job readiness, training, and employment for those that are homeless, recently released and/or recovering addicts	MWSE, LISD, Align Lenawee, Goodwill, Neighbors of Hope	Program was scheduled to be piloted this fall, but delayed due to COVID
Human Services Collaborative Body - Livingston	25+ public and private human services agencies	MWSE staff serve on appointed board, and have leadership roles in HSCB workshops such as the Homeless Continuum of Care Workgroup, the Substance Abuse Workgroup, and Transportation Workgroup
Livingston Regional Job Fair	Chambers of Commerce, SPARK, LESA, United Way, Work Skills Corp., Mott CC, Cleary University, and others	MWSE plays lead role in annual event which features 50+ employers and hundreds of job seekers; Postponed this year due to COVID 19; Plans underway for virtual event this fall and return to in-person event next Spring
Community Connect – Livingston Annual event showcasing services available to low-income residents	40+ human services agencies in the community	MWSE manager serves on planning committee; hundreds of residents attend each year.

MWSE Collaborations – July 1, 2019 to June 30, 2020

Collaboration	Partners	Impact
Livingston Community Corrections Advisory Board	Courts, Sheriff, Prosecutor, Probation, MWSE, Community Mental Health, Local law enforcement and others	Appointed board which oversees state funded programs for returning citizens.
Decriminalization of Poverty Workgroup – of the Jackson Collaborative Network	Courts, Probation, Human Services Agencies, Legal Aid, United Way and others	Held two expungement events attended by more than 200 people
Juneteenth Community Celebration Committee	Jackson area community groups and community leaders	MWSE sponsored a job fair with 14 employers
Community Summit of Poverty Leaders Engage	United Way and Jackson Chamber of Commerce	MWSE manager presented at summit
Vocational Village – Parnell Facility	Mich. Dept. of Corrections	Staff go onsite to help returning citizens link to their local Michigan Works! agency upon release; also help them enroll in CDL training upon release.
Martin Luther King Diversity Challenge Day Committee – Jackson	Multiple community agencies and community leaders	MWSE helped organize and plan the Challenge Day for Middle School Students, and the MLK Diversity Breakfast
Ag Day – Hillsdale County	Hillsdale EDP; Schools, and community organizations	Annual career awareness event targeted to high school students; about 160 students attended. Staff participated in planning and exhibited at the event.
FIAT Chrysler Job Fair – Washtenaw	FIAT Chrysler, SEMCA Michigan Works; other Michigan Works! agencies in SE Michigan	SEMCA Michigan Works! coordinated job fairs and recruiting events for FIAT Chrysler's new Detroit plant. MWSE staff worked with SEMCA to plan and host a job fair at the Washtenaw County Service Center
Expungement Fair – Washtenaw County	Courts, Sheriff, prosecutor, probation, legal aid, community agencies	65 individuals attended; double the number from previous year; secured funds to pay application and processing fees. This event served as a model for others in our region and staff provided technical assistance to other MWAs in the state.

MWSE Collaborations – July 1, 2019 to June 30, 2020

Collaboration	Partners	Impact
Census Complete Count Committee	Local governments, and community organizations, and US Census Bureau	MWSE managers and staff participated on local committees; Census staff recruited at MWSE service centers for months; MWSE promoted census in social media and put links to Census form on every public computer.
Just Build It	Washtenaw Construction Council	Annual career awareness event to expose high school students to careers in construction. MWSE is a major sponsor of the event, which attracts hundreds of students from southeast Michigan
Joint Apprenticeship Webinar	WCC and MWSE	Apprenticeship Coordinators at WCC and MWSE developed program targeted at employers considering apprenticeships. 28 attendees; currently following up on several leads.
Manufacturing Day / Apprenticeship Day	Local Economic Developers, Schools, Colleges, Employers	MWSE Business Services staff help plan manufacturing and apprenticeship day events in all five counties. These events expose hundreds of high school students to careers in manufacturing.
Region 9 BRN Managers	BRN managers from 6 Michigan Works! agencies	BRN Managers meet monthly to share best practices and promote expansion of BRN Services. The network worked with the MW Association to conduct a Success Coach Summit. MWSE BRN Manager developed training for new coaches and for business services staff and was a frequent panelist and BRN events.
Business Resource Networks	Employers, United Way, Economic Developers, MDHHS	MWSE Managers and business services staff meet monthly with all networks to improve and expand existing networks
Summer Internship Program	Washtenaw County, Jackson County, University of Michigan, employers, schools, funding partners	The Summer 19 program served participants in Washtenaw and Jackson Counties; this was expanded to all five counties in 2020. Outside funding was secured for participant wages and incentives. Staff developed virtual program in Spring of 2020 in response to COVID 19.

MWSE Collaborations – July 1, 2019 to June 30, 2020

Collaboration	Partners	Impact
MI Career Quest South	Schools, economic developers, Center for Science and Industry, Employers	Event was scheduled for April 2020, but was postponed due to COVID; planning now underway for an event in 2021.
MI Career Quest Southeast	Michigan Works! Agencies in SE Michigan, employers, Oakland County, schools	MWSE Manager served on Executive Committee for event at the Novi Suburban Collection in November 2019. Students from Livingston, Washtenaw, Jackson and Hillsdale Counties attended. Planning a virtual event for this fall.
Southeast Michigan Works! Agencies Council	6 Michigan Works! Agencies; WIN	Collaboration designed to coordinate services and secure funding for regional projects. SEMWAC took the lead in establishing the Michigan Health Care Alliance, and helped WIN secure and deliver several multi-million dollar USDOL grants for the region. SEMWAC Directors meet every other month. SEMWAC also supports a regional business services network to provide professional development and networking opportunities for business services staff in the region, and a SEMWAC Managers Network to provide an opportunity for planning and policy staff to coordinate programs and planning in the region. SEMWAC members contracted with WIN to prepare the data analysis for the four-year WIOA Regional and Local plans. The MWSE Director serves as chair of SEMWAC.
Michigan Works Directors Council	MW Association; MW Directors, State Partners	MW Directors meet twice monthly with MDLEO leadership and other key state partners. The Council provides strategic direction for the MW system and provides a forum to influence state workforce policy. The MWSE director services on the Association's Legislative Committee and Finance Committee.

MWSE Collaborations – July 1, 2019 to June 30, 2020

Collaboration	Partners	Impact
Workforce Intelligence Network	Community Colleges and Michigan Works! Agencies in Southeast Michigan	WIN is a unique partnership of community colleges and Michigan Works! agencies. It has three areas of focus: Research on the region's workforce and labor market, it convenes and supports stakeholders, and it develops strategies for the delivery of workforce services. WIN has managed regional grants totaling more than \$21 million, with another \$9 million of leveraged funds. WIN has helped bring in more than \$150 million in grants to the region since its founding 10 years ago. WIN Staff support industry led collaboratives in health care and advanced mobility. They also are a key advocate for apprenticeship programs. The MWSE Director serves on the Board of WIN, and is a member of its Finance Committee.
Health Careers Alliance	WIN, MDLEO, Major Health Care Providers, Community Colleges, Private Colleges, MWAs	The Health Care Alliance is a new industry collaborative which is co-convened by WIN and MDLEO. The collaborative is currently focused on increasing the supply of health care workers three shortage occupations: CNAs, Sterile Processing Technicians and Medical Assistants. MWSE business services staff serve on the subcommittee for CNA training, and the MWSE director worked with MDLEO and the other Michigan Works! Directors to secure funding for staff support to the network.
Memorandums of Understanding (MOUs) with Partners	Adult Education programs, Community Colleges, Job Corps, AARP, Michigan Rehabilitation Services, MDLEO, and others	MWSE has executed more than 20 formal agreements with partners who operate workforce programs in the region. These partners meet quarterly to network and coordinate services.

MWSE Collaborations – July 1, 2019 to June 30, 2020

Collaboration	Partners	Impact
UIA COVID Partnership	Michigan Works! Agencies, UIA; MDLEO	In response to COVID 19, Michigan Works! agencies formed a partnership with UIA to help them cope with the unprecedented volume of claims. More than three dozen MWSE staff joined about 500 MW staff from across the state to help with this project. MW staff received access to the UI data systems, and were trained to resolve some issues. Since March, MWSE staff have fielded about 30,000 calls and e-mails from UI claimants, and have resolved more than 11,000 issues.

Michigan Works! Southeast
Workforce Development Board
Executive Committee Meeting Minutes
July 8, 2020, 2020, 2:00pm- 4:00pm
Zoom Meeting

Present: Rich Chang
Richard Currie
Donald Germann
Marcus James, Chair
Sharon Miller, Vice Chair
Grace Trudell

Absent: Lynn Matzen
Jeremiah JJ Hodshire

Staff: Bill Sleight, Director
Shamar Herron, Deputy Director
Dan Childs, Systems Administrator
Maggie Flaherty, Administrative Services Manager

1. Call to order - Marcus James, Chair called the meeting to order at 2:04 pm
2. Roll Call
Quorum not present
3. Approval of Agenda
Marcus James call to approve the Agenda.
MOTION: Rich Chang moved to approve the Agenda.
SUPPORT: Richard Currie
MOTION CARRIED
4. Committee Reports
 - a. Employer Services - Richard Currie, Chair – No June meeting.
 - b. Job Seeker Services – Rich Chang, Co-Chair – No June meeting.
Discussion continued regards reorganizing Employer Services Committee and Job Seeker Services Committee. Comments: Look at committees as action oriented around initiatives and not operational. Find better ways to utilize talents of committee members.
 - c. Career and Educational Advisory Council (CEAC)- No June meeting.
 - d. Strategic and Operations – Lynn Matzen, Co-Chair – No June meeting.
 - e. Business Resource Networks (BRN) - No June meeting.
Bill Sleight provided update. Discussion.

Quorum present at 2:30 pm – Donald Germann joined the meeting.
2:31pm – Sharon Miller joined the meeting.

5. Chair Report
 - a. Business Engagement follow-up discussion.
Michigan Works! Southeast Strategic Plan requires update. Involve facilitator to make time-line of three months to complete. Discussion.

6. Consent Agenda

Marcus James ask if WDB Resolution 20-04 requires discussion. No request.

Marcus James call for motion to approve the Consent Agenda.

MOTION: Sharon Miller moved to approve the Consent Agenda.

SUPPORT: Grace Trudell

MOTION CARRIED

a. WDB RESOLUTION 20-04

A RESOLUTION APPROVING FY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR VARIOUS COMPANIES

7. Resolutions for Consideration by the Workforce Development Board (WDB)

a. WDB RESOLUTION 20-01

A RESOLUTION APPROVING THE FISCAL YEAR 2020 WAGNER-PEYSER EMPLOYMENT SERVICES GRANT

Marcus James call for a motion to approve WDB Resolution 20-01.

MOTION: Rich Chang move to approve WDB Resolution 20-01 the Fiscal Year 2020 Wagner-Peyser Employment Services Grant.

SUPPORT: Grace Trudell

Bill Sleight reviewed. Discussion.

MOTION CARRIED

b. WDB RESOLUTION 20-02

A RESOLUTION APPROVING THE FISCAL YEAR 2020 WORKFORCE INNOVATION AND OPPORTUNITY ACT GRANT

Marcus James call for a motion to approve WDB Resolution 20-02

MOTION: Sharon Miller moved to approve WDB Resolution 20-02 the Fiscal Year 2020 WIOA Grant.

SUPPORT: Richard Currie

Bill Sleight reviewed. Discussion.

MOTION CARRIED

c. WDB RESOLUTION 20-03

A RESOLUTION APPROVING THE PLAN AND SIGNATURE OF THE CHAIRPERSON ON THE CY 2020 REEMPLOYMENT SERVICES AND ELIGIBILITY ASSESSMENT (RESEA) PROGRAM GRANT APPLICATION

Marcus James call for a motion to approve WDB Resolution 20-03.

MOTION: Rich Chang moved to approve WDB 20-03 the plan and signature of the Chairperson on the CY 2020 Reemployment Services Eligibility and Assessment (RESEA) Grant Application.

SUPPORT: Donald Germann

Bill Sleight reviewed. Discussion.

MOTION CARRIED

8. Chair Report (Continued)

b. Executive Committee Vacancy

Discussed Adult Education/Higher Education Sector vacancy. Marcus James will connect with a board member to discuss their willingness to serve on the executive committee.

c. Director Transition-Discussed Selection Committee activities regards Executive Director position.

8. Directors Report
 - a. Summer Employment
Shamar Herron provided update. Discussion.
 - b. Re-engagement Plan
Shamar Herron and Bill Sleight provided update. Discussion.
 - c. UIA Project
Shamar Herron and Bill Sleight provided update. Discussion.
 - d. State/Federal Update
Bill Sleight provided update. Discussion.
 - e. Other
9. Public Comment
Marcus James offered public comment. No public comment.
Comments from committee members.
10. Adjournment
Meeting adjourned at 3:32 pm

Workforce Development Board
Executive Committee Meeting Minutes
August 5, 2020, 2:00pm – 4:00pm
Zoom Meeting

Present: Rich Chang
Richard Currie
Marcus James, Chair
Lynn Matzen
Sharon Miller, Vice Chair

Absent: Donald Germann
Jeremiah JJ Hodshire
Grace Trudell

Staff: Bill Sleight
Shamar Herron
Dan Childs
Maggie Flaherty

Others: Kristen Barry Thomas P. Miller and Associates
Brittany Daugherty TPMA

1. Call to order
Marcus James called the meeting to order at 2:04 pm
2. Roll Call
Quorum not present
Discussion.
(2:07 pm Quorum Present- Sharon Miller joined the meeting).
3. Approval of Agenda
Marcus James changed order of agenda items: Strategy and Operations Committee and Director Transition. Marcus James call for approval of Agenda as amended with the changes to order of agenda items.
MOTION: Richard Currie moved to approve the Agenda as amended
SUPPORT: Lynn Matzen
MOTION CARRIED
4. Approval of July 8, 2020 Executive Committee meeting minutes
Marcus James call for a motion to approve the July 8, 2020 Executive Committee meeting minutes.
MOTION: Richard Currie moved to approve the July 8, 2020 Executive Committee meeting minutes.
SUPPORT: Rich Chang
MOTION CARRIED
5. Consent Agenda – None
6. Resolutions for Consideration by the Workforce Development Board (WDB) – None
7. Committee Reports
 - e. Strategy and Operations, Lynn Matzen, Chair

Lynn Matzen reviewed the July 27, 2020 committee meeting notes. Discussion. Marcus James reviewed the Supplemental Pay Proposal and Rationale Summary. Discussion. Marcus James call for a motion to recommend to the Consortium a one-time supplemental payment of \$1,200 to non-management recognizing staff for their extra effort of work performed during the pandemic with a satisfactory annual performance evaluation. Employees who transitioned from Employment Service contractors are eligible upon satisfactory completion of their probation.

MOTION: Rich Chang moved to recommend to the Southeast Michigan Consortium a one-time supplemental payment of \$1,200 to non-management staff in recognition of the extra-ordinary work performed by staff during the pandemic with a satisfactory annual performance evaluation. Employees who transitioned from Employment Service contractors are eligible upon satisfactory completion of their probation.

SUPPORT: Richard Currie

MOTION CARRIED

Bill Sleight reported the Southeast Michigan Consortium is the governing board that approves recommendation. The next meeting of the Consortium is September 9, 2020 a joint meeting with the Workforce Development Board.

8. Chair Report

b. Director Transition

Marcus James provided a report on the Executive Director Selection Committee action. Selection Committee members included Marcus James, Sharon Miller, Rich Chang, Donald Germann and Karol KZ Bolton, Chair, Consortium. Marcus stated the selection committee interviewed candidates using objective criteria. Marcus stated the selection committee has put forward the recommendation to the Workforce Development Board and Consortium that Shamar Herron be named Executive Director of Michigan Works! Southeast. Marcus reported approval is required from the Workforce Development Board and Consortium. Marcus James call for a motion to move the recommendation forward for approval by the Workforce Development Board and the Consortium.

MOTION: Sharon Miller moved to put forward to the Workforce Development Board and Consortium Shamar Herron as Executive Director of Michigan Works! Southeast

SUPPORT: Richard Currie and Rich Chang

Comments followed.

MOTION CARRIED

9. Committee Reports

a. Strategic Plan update discussion with Brittany Daugherty and Kristen Barry, Thomas P. Miller & Associates (TPMA). TPMA to assist defining the scope of the project. Timeline of tasks to be submitted with proposal from TPMA. Timeline planned for completion of updated Strategic Plan is three months.

b. Marcus James reported there were no Employer Services Committee, Job Seeker Services Committee, CEAC and BRN meetings held.

c. Employer Services - Richard Currie, Chair

d. Job Seeker Services – Rich Chang, Co-Chair

f. Career and Educational Advisory Council (CEAC)

g. Business Resource Networks (BRN)

10. Chair Report
 - a. Discussed Executive Committee vacancy due Scott Menzel resignation (includes resignation of WDB and a vacancy).
11. Directors Report

Bill Sleight reported the death of Christine Quinn.

 - a. Summer Employment update by Shamar Herron. Discussion.
 - b. Re-engagement Plan Update reported by Shamar Herron during Strategic and Operations Committee discussion.
 - c. UIA Project Update provided by Bill Sleight and Shamar Herron. Discussion.
 - d. State/Federal Update provided by Bill Sleight.
 - e. Legislator visits Bill Sleight and Shamar Herron have connected with legislatures.
 - f. Michigan Works Conference is September 14-16, 2020 virtual. Connect with Bill Sleight to attend.
 - g. Other
12. Public Comment

Marcus James offered public comment. No public comment. Comments followed by committee members.
13. Adjournment

Motion to adjourn by Sharon Miller, seconded by Rich Chang. Meeting adjourned at 3:29 pm.

Workforce Development Board
Executive Committee Meeting Minutes
September 2, 2020, 2:00pm – 4:00pm
Zoom Meeting

Present: Rich Chang
Richard Currie
Donald Germann
Marcus James, Chair
Lynn Matzen
Sharon Miller, Vice Chair
Grace Trudell

Absent: Jeremiah JJ Hodshire

Staff: Bill Sleight
Shamar Herron
Dan Childs
Maggie Flaherty

1. Call to order
Marcus James called the meeting to order at 2:00 pm
2. Roll Call
Quorum not present
Discussion.
7. Committee Reports
 - a. Strategic Plan Update
Marcus James provided update. Strategic Plan Committee met via zoom on August 28. Thomas P. Miller is facilitating with the committee to update the current Strategic Plan. Discussion.
 - b. Employer Services c. Job Seeker Services d. CEAC
Marcus James stated the Employer Services Committee, Job Seeker Services Committee and CEAC did not meet.
 - e. Strategic and Operations.
Lynn Matzen reviewed the August 31, 2020 meeting notes. Discussion
Marcus James reviewed the Directors Balance Scorecard and Collaboration Report.
(2:10 pm Quorum Present – Donald Germann joined the meeting).
(2:18 pm Rich Chang joined the meeting)
Discussion.
Shamar Herron commented on Bill Sleight excellent leadership.
Bill Sleight and Shamar Herron commented on the staff's great job adjusting to the Pandemic crisis; continued serving job seekers and employers.
Bill Sleight will review his written Directors report during the September 9, 2020 joint board meeting will include additional updates).
3. Approval of Agenda
Marcus James call for a motion to approve Agenda as amended.
MOTION: Grace Trudell moved to approve the Agenda as amended.
SUPPORT: Lynn Matzen

MOTION CARRIED

4. Approval of August 5, 2020 Executive Committee meeting minutes.

Marcus James call for a motion to approve the August 5, 2020 Executive Committee meeting minutes

MOTION: Grace Trudell moved to approve the August 5, 2020 Executive Committee Meetings

SUPPORT: Rich Chang

MOTION CARRIED

5. Consent Agenda-No items

6. Resolutions for Consideration by the Workforce Development Board (WDB)

- a. Workforce Development Board (WDB) RESOLUTION 20-5

A RESOLUTION APPROVING FY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR VARIOUS COMPANIES

Acme Mills, LLC	\$2,985.00
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TEC Electric, LLC	\$4,426.66
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Dexter	\$4,490.00
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Marcus James call to approve WDB Resolution 20-5

MOTION: Lynn Matzen moved to approve WDB Resolution 20-5 the WIOA IWT funds for Acme Mills, LLC; TEC Electric, LLC; and Dexter.

SUPPORT: Rich Chang

MOTION CARRIED

7. Committee Reports

- f. Business Resource Networks (BRN)

Included in BSC discussion. Bill Sleight reported MWSE received additional BRN grant funds because of meeting required benchmarks. These funds redistributed from Michigan Works Agencies that did not meet criteria. Discussion.

8. Chair Report

- a. Executive Committee Vacancy

Continued discussion on Executive Committee member vacancy and WDB member vacancy due to Scott Menzel resignation.

- b. Leadership Transitions

Marcus James provided update on Director transition. Marcus plans an offer of employment letter to be presented to Shamar by September 15, 2020 which would include compensation level. Marcus noted Shamar is responsible for hiring all Michigan Works! Southeast staff positions, i.e. Deputy Director.

Discussion regards the election for the 2021 officers and selection of executive Committee members by the Workforce Development Board (WDB). Former WDB Chair Sean Duval will coordinate a committee to provide slate of officers/executive committee members for election during the November 18, 2020 Workforce Development Board meeting. Bill Sleight noted that the Southeast Michigan Consortium will have new commissioners beginning January 1, 2021. At a minimum five current members will not be returning because of not seeking office in August primary election or not winning election in the August primary.

c. Board Attendance Report

Reviewed. Marcus will reach out to board members that have lack of attendance. Discussion.

9. Directors Report

(Sharon Miller joined the meeting at 3:00pm)

a. Summer Employment

Shamar Herron provided update. Successful programs in the five counties. Discussion for next year's program to make a consistent five county summer employment program.

c. UIA Project Update

d. State/Federal Update

e. Legislator visits

Bill Sleight and Shamar have connected with Legislatures.

f. Michigan Works Conference

g. Other

10. Review Agenda for September 9, 2020 Joint Meeting of Michigan Works! Southeast Workforce Development Board and Southeast Michigan Consortium
Discussed agenda topics.

Marcus offered comments from committee members. Comments followed by Sharon Miller and Marcus James.

11. Public Comment

Marcus James offered public comment. No public comment.

12. Adjournment

Marcus James call for to adjourn.

Sharon Miller moved to adjourn, seconded by Rich Chang.

Meeting adjourned at 3:16 pm.

17. Other Items

- a. Comments from Chair (both boards)
- b. Directors Report (written report)



TO: Workforce Development Board and Consortium Board
FROM: Bill Sleight
RE: Director's Report
DATE: September 4, 2020

New Members

Please join me in welcoming three new members to the Workforce Development. They will be formally appointed by the Consortium Board at their September 9 meeting.

- Craig Hatch, President, Jackson County Chamber of Commerce. He is replacing Mindy Bradish-Orta.
- Molly Coy, Regional Manager, Detroit Edison. She replaces Derek Kirchner
- Anne Rennie, Executive Director, Livingston County United Way. She replaces Angela Parth.

Management Team Update

Sandy Vallance has been appointed as the Service Center Manager for our Hillsdale office, replacing Janet Meyers who retired in June. Sandy has extensive experience in the Michigan Works! system and was our Program Manager, overseeing specialized programs such as our Business Resource Networks and Jobs for Michigan Graduates. She will continue to work on those programs for at least the next few months.

Virtual Hiring Blitz

Our Business Services team is pleased to announce our first ever virtual Hiring Blitz which will be held September 29 from 9 am to noon using a job fair platform made available to us by the Michigan Dept. of Labor and Economic Opportunity. Employers can register now on our website. We are limiting registration to 30 employers. Since opening the registration last week, we already have 20 employers signed up. Job Seekers can register on our website beginning September 21. See the attached flyer for more information.

Connecting the counties of Hillsdale, Jackson, Lenawee, Livingston, and Washtenaw

Michigan Works! Southeast is an Equal Opportunity Employer/Program | Auxiliary aids and other accommodations are available upon request to individuals with disabilities | Supported by the State of Michigan | Proud Partner of the American Job Center Network | Michigan Relay dial 7-1-1 | Toll-free telephone number 1-800-285-WORK (9675)

 www.mwse.org
(844) 200-3206
TTY: 711
   

Futures for Frontliners

On September 10, Gov. Whitmer will formally announce the launch of the Futures for Frontliners Program which will provide tuition assistance for our frontline heroes who want to advance their careers. There will be two tracks to the program. Those with a high school diploma can receive tuition for a certificate or associate's degree program at a community college. Those without a high school diploma will be able to enroll in a high school completion program and also enroll in a certificate or associate's degree program after obtaining their diploma or high school equivalency, or concurrently with their high school completion program. Those in this track can be trained at a community college or at an approved private training institution. While this program will not be operated by the Michigan Works! system, we will partner with the state to make it successful.

COVID Disaster Recovery Grant

On May 29, 2020, the US Dept. of Labor conditionally awarded Michigan a \$3.3 million National Dislocated Worker Grant to fund a COVID-19 disaster recovery project. Our share of the grant is \$228,000 which will be available after final approval by USDOL. Based on guidance from the state, the grant will be used in three areas: 1) Disaster relief employment to fund contact tracers at local health departments, 2) Career services and training assistance to workers who lost jobs due to the pandemic, and 3) Technology upgrades to improve the delivery of virtual services. Funds from this grant can be spent through June 30, 2022.

UIA Project

Our staff continues to spend significant time helping the Unemployment Insurance Agency deal with the backlog of issues related to the pandemic. About three dozen MWSE staff and about 450 Michigan Works! staff statewide, spend part of their week answering calls or e-mails about UIA issues, or downloading and addressing issues from a UIA databank. Here is some data to provide a little perspective on the scope of the problem. Since the pandemic began in March, more than 2.2 million unemployment insurance claims have been certified for payment and the state has paid out more than \$22 billion to claimants. About a million residents are still collecting unemployment, many of them under the Workshare program where those who are working reduced hours can collect some unemployment insurance to compensate for their lower wages. About 186,000 claims statewide have not been certified for payments.

Claimants are still experiencing long wait times when they contact UIA by phone, which is one reason why Michigan Works! agencies are still getting calls. Last week, UIA reported that they were only able to handle about 63% of their calls, a significant improvement from the early months of the pandemic, but still far from acceptable. Since the statewide Michigan Works! system began tracking UIA phone calls in June, more than 625,000 calls have been logged at Michigan Works! offices. We have received more than **30,000 UIA calls and e-mails** in our five offices since June, and have helped resolve more than **11,000 issues** on unemployment claims. Call volume has been down significantly in the last two weeks, but many of those calling have complicated issues that we can't fix. The Michigan Works! directors have talked about developing an exit strategy for this project, but it still looks as though we will continue helping UIA for at least a month or more. In the coming weeks, the UIA will begin processing the new \$300 a week payment, which may lead to another round of questions because not everyone

receiving benefits will qualify. And, if the predicted second wave of the pandemic comes this fall, it is possible we will see another round of layoffs. Until UIA can reduce its backlog and reduce the wait time on their phones, we will continue to receive calls. Fortunately, our skilled staff have stepped up to learn the UIA system so they can help many of the callers.

Return of Customers to Service Center

Last month we began opening our centers to customers on an appointment only basis. Currently, we are only making appointments for those who can not be served virtually. If health conditions improve, we will open up to some walk-ins, but that looks to be at least a month away. We are contracting with a security firm to provide health screening services and continue to follow all health and safety protocols. On any given day, most of our staff is working from home, but about half of our career advisors and customer service assistants work at the office on a rotating basis.

Michigan Works! Conference

There is still time to register for the virtual Michigan Works! Conference which will be held September 14-16 from 9 a.m. to 2 p.m. each day. The conference will feature keynote speakers, appearance by state and federal officials, and an outstanding array of workshops. You can register for a single day or for the entire conference. For more information, visit the Michigan Works! Association website at MichiganWorks.org. If you would like to attend, contact Maggie Flaherty and she will process your registration.

Business Resource Networks

The Dept. of Labor and Economic Opportunity awarded Michigan Works! Southeast an additional \$169,239 to support our Business Resource Networks through September 30, 2021. Funds were recaptured from areas that did not meet spending goals and redistributed to those areas, like ours, that were spending according to plan. With the additional funds, we will have about \$400,000 to support our networks in Livingston, Jackson, and Hillsdale counties, and potentially to add additional networks. These funds support Success Coaches who work with the employees at member companies and provide resources to help them address issues which impact their ability to keep their job. They also provide critical support to employees to help with car repairs, housing, transportation, and other needs.

Summer Youth Program

Our summer youth program went mostly virtual this summer and was expanded to serve all five counties. Our Washtenaw program, which is a partnership with the University of Michigan and Washtenaw County, served about 50 youth. Most participants attended a 8 week program that featured career readiness and employability skills training. A small number of participants were placed in jobs that could be performed virtually. In the other counties, 19 students completed a shorter 3-week virtual program that also emphasized employability skills. Participants received incentive payments for meeting key performance objectives. The curriculum developed in the program can also be used throughout the year in our other programs.

State Update

The Governor and legislature are working on the FY 21 budget which must be passed before the next fiscal year begins on October 1. The August consensus budget estimates from the House and Senate Fiscal Agencies show a much-improved picture from earlier forecasts. After aggressive budget cutting, and greater than expected revenue, it is projected that the current year will end with a \$1.4 billion surplus in the General Fund, and a \$1 billion surplus in the School Aid Fund. For FY 21, there is a projected surplus of \$372 million in the School Aid Fund and a projected deficit of \$385 million in the General Fund.

This improved picture means that it is now more likely that there will be some funds available for workforce system priorities such as the Going Pro Talent Fund and the Governor's MI Reconnect Program. However, legislators must hear now from the business community that these programs are critical to the state's economic recovery.

Federal Update

The current stalemate in Washington over stimulus funding means that it is less likely that the workforce system will receive any additional funding this year to deal with recession. Probably more important, lower unemployment benefits and lack of subsidies to key industry sector impacted by the recession could lead to another wave of layoffs this fall. While there is pressure for some kind of deal, the two sides are still far apart. Congress also has yet to pass a FY 21 budget, although there are signs that a budget deal will be struck in the next few weeks.

Update from Service Centers and Management Team

Although at time it seems that we are only dealing with unemployment insurance issues, our teams have actually spent the last six months completely revamping our service delivery system and they are continuing to work with our community partners – Here is a sampling of some of our work.

Jackson Service Center

Jackson College and Michigan Works! Southeast are partnering on a program called Connect with My Future to provide short-term credential-based training programs. Areas of training include corrections, emergency medical technician, production technician, medical assistant and digital marketing. The program is modeled after Governor Whitmer's MI Reconnect Program and is intended to pilot some of the features of that program. Michigan Works! will provide tuition assistance and career counseling to participants.

Washtenaw Service Center

Our staff in Ypsilanti are involved in these activities:

- Working with DHHS with youth that are aging out of Foster Care.
- Collaborating with Washtenaw Community College for the Child Care Development Certification.
- Collaborating with Arbormetrix, a technology company in Ann Arbor, about possible employment opportunities, on-the-job training, subsidized employment and internships.

Lenawee Service Center

Career Advisor Sunshine Plato will receive the “Shining Star” award at the Michigan Works! Conference this month. The award is presented to frontline staff who, through dedication and outstanding contributions to workforce development, personify the Michigan Works! mission. Sunshine was recognized for her role in transforming our workshop offerings to a virtual environment.

The Lenawee Transportation Task Force was awarded a grant to fund a mobility manager for the county. This individual will connect the public to current transportation services. MWSE staff played a key role in this initiative.

The Lenawee team is partnering with the Operating Engineers to provide Work Keys testing to applicants for their apprenticeship program. They are testing individual from throughout southeast Michigan.

Livingston Service Center

The Livingston Center is partnering with the Pinckney Cyber Security Institute and Michigan Rehabilitation Services to train cyber security technicians to meet the growing demand in that industry. The Institute recently announced a partnership with NovaCoast, Inc. where students will play an active role in monitoring networks for hospitals, schools, municipalities, townships and small businesses.

Adult Education

Vincente D’Ettore, JMG Instructor, received the “Living our Values Award at the statewide Jobs for Michigan Graduates Summer Summit. The award is present to JMG staff who embody the JMG values of collaboration, leadership, excellence and solutions-focused. Vincent received the award for living the value of leadership.

The adult education program moved to an all-virtual platform this summer. It had 63 students enrolled in our summer adult education program.

Communications

The Communications team launched our new website this week. It is designed to drive traffic to our service centers and Nicole Bell, Communications Manager, will provide an overview at the September 9 meeting.

We are working with Scott Heister, the Region 2 MI Stem Coordinator, to host a virtual event for area employers to share best practices for adapting to working parents with kids who are participating in distance learning.

We are also working to create a biweekly blog for employers and working parents in our region with streamlined easy access to resources for working parents such as sample schedules for

online learning, homeschooling 101 tips and tricks, contact information for each school district and more. This will be sent on a bi-weekly basis.

The team will launch an employer and job seeker survey to assess the current challenges for our customers as we continue moving through our current environment. The data collected from these surveys will help mold our communications strategy for this year as we are currently reporting more job placements than exits. This occurs because participants in our PATH program remain are not exited until they retain a job for at least 180 days. This enables us to provide continuing support to them during the first critical months of their new job.

Program Performance Reports

Table 1 below shows our performance data for the period July 1 2019 to June 30, 2020. Table 2 shows our performance for the previous year, July 1, 2018 to June 30, 2019. Enrollments in our youth program actually increased last year, while enrollment in all other programs declined due to the impact of COVID 19. The most dramatic decreases occurred in our PATH and Food Assistance programs, as the state stopped referring individuals to us in March and waived work search requirements. Placement rates also declined slightly, although this could change as we complete follow-up on our participants. Our average wage at placement increased in the past year over 2018-19 levels. Tables 3 and 4 show activity by Service Center for the last two program years. Tables 6 and 7 provide data for the current program year, which began July 1. You will note an anomaly in the data for this year as the are more job placements than exits. This occurs because we are required to keep PATH cases open for six months after job placement in order to provide support services to participants.

Table 1 - Enrollments and Outcomes by Program – July 1, 2019 to June 30, 2020

Program	Number Enrolled	Number Exited	Exited to Employment	Placement rate	Average wage at Placement
WIOA Adult	474	238	208	87%	\$16.72
WIOA Dislocated	197	88	85	97%	\$19.90
WIOA Youth	443	135	109	81%	\$13.06
Trade Act	36	14	6	43%	\$15.28
PATH	616	481	296	62%	\$11.87
Food Stamps	264	263	49	19%	\$10.90
Totals	2,030	1,219	753	62%	\$14.25

Table 2 - Enrollments and Outcomes by Program – July 1, 2018 to June 30, 2019

Program	Number Enrolled	Number Exited	Exited to Employment	Placement rate	Average wage at Placement
WIOA Adult	517	266	239	90%	\$16.67
WIOA Dislocated	199	93	84	90%	\$18.67
WIOA Youth	417	101	78	77%	\$12.33
Trade Act	45	24	15	63%	\$16.84
PATH	838	642	479	75%	\$11.03
Food Stamps	319	235	49	21%	\$11.19
Totals	2,335	1,361	944	69%	\$13.35

Table3 - Enrollments and Outcomes by County — July 1, 2019 to June 30, 2020

County	Number Enrolled	Number Exited	Exited to Employment	Placement rate	Average Wage at Placement
Hillsdale	256	155	108	70%	\$13.71
Jackson	476	251	144	57%	\$11.94
Lenawee	360	243	181	74%	\$14.85
Livingston	229	108	66	61%	\$15.75
Washtenaw	709	462	254	55%	\$14.98
Total	2,030	1,219	753	62%	\$14.25

Table 4 - Enrollments and Outcomes by County — July 1, 2018 to June 30, 2019

County	Number Enrolled	Number Exited	Exited to Employment	Placement rate	Average Wage at Placement
Hillsdale	272	143	117	82%	\$14.00
Jackson	534	340	253	74%	\$12.00
Lenawee	461	270	210	78%	\$12.51
Livingston	271	136	88	65%	\$15.64
Washtenaw	797	472	276	58%	\$14.21
Total	2,335	1,361	944	69%	\$13.35

Table 6 -- Enrollments by Program -- July 1, 2020 to August 31, 2020

Program	Number Enrolled	Number Exited	Exited to Employment	Placement rate	Average Wage at Placement
WIOA Adult	246	1	0	0%	\$0
WIOA Dislocated Worker	124	2	2	100%	\$15.08
WIOA Youth	317	4	3	75%	\$10.82
Trade	23	0	0	0%	\$0
Path	280	69	74	107%	\$13.40
Food Stamps	1	1	0	0%	\$0
Totals	991	77	79	103%	\$13.34

Table 7 – Enrollments by County -- July 1, 2020 August 31, 2020

County	Number Enrolled	Number Exited	Exited to Employment	Placement rate	Average Wage at Placement
Hillsdale	122	2	5	250%	\$11.78
Jackson	288	18	34	189%	\$12.48
Lenawee	140	22	15	68%	\$17.41
Livingston	131	4	7	175%	\$17.05
Washtenaw	310	31	18	58%	\$10.58
Total	991	77	79	103%	\$13.34

Information Technology Policy Changes

Attached to this report is a memo summarizing recent changes to our Information Technology Policy.

Thank You

Although I will continue to work until the end of October, this will be my last Workforce Board meeting as Director of Michigan Works! Southeast. I estimate that I have attended more than 400 Workforce Board meetings in my career, and countless more committee meetings, Consortium Board meetings and Board of Commissioner meetings. I was paid to go to all of these meetings, but the business and community leaders that served on our workforce boards volunteered their time and insights to ensure that our services meet the needs of our employers and job seekers, and help build a stronger economy. You and all the others who served in my career had many other ways to spend your time, but you choose to provide valuable direction and oversight to our programs. Thank you for your service to our community. Your efforts make our work more impactful and your contributions change the lives of our jobseekers and the fortunes of our businesses.



HIRING BLITZ

Connecting local talent with area employers at our first Virtual Hiring Blitz, offered at no cost!

Date: September 29, 2020

Time: 9:00 am - 12:00 pm

**SAVE
THE
DATE**

Employers: Get connected with hundreds of talented job seekers. Limited availability and registration is on a first come first serve basis. [Register today!](#)

Job Seekers: Connect with dozens of area employers that are actively hiring. Registration opens on 9/21/2020.

Virtual Job Fair events are hosted on the Brazen platform by Michigan Works! Southeast, and are made possible thanks to the Michigan Department of Labor and Economic Opportunity's Office of Employment and Training.

Michigan Works! Southeast is an Equal Opportunity Employer/Program | Auxiliary aids and other accommodations are available upon request to individuals with disabilities | Supported by the State of Michigan | Paid for with State / Federal Funds | Proud Partner of the American Job Center Network | Toll-free telephone number 1-800-285-WORK (9675) | TTY: 7-1-1

 www.mwse.org
(844) 200-3206
TTY: 711
   

MEMORANDUM

To: Southeast Michigan Consortium Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: September 3, 2020

Subject: Summary of Policy Changes

Policy that is updated:

Information Technology Policy

Changes/updates with reasoning:

Minor changes were made to our Information Technology Policy, including the following:

- We are permitting staff with MWSE devices to turn off location tracking on the device if their safety may be in jeopardy.
- We are informing staff that we have the capability to encrypt e-mails and instructing staff to use encryption whenever the e-mail contains confidential information.
- We clarify language about required passwords and note that public machines to not have passwords and that administrative rights are deactivated on these devices.
- The policy clarifies language regarding our different WiFi options.
- We have added language about the proper use of machines while telecommuting. Staff are instructed to turn off their devices at the end of the work day.