

**MINUTES APPROVED ON JUNE 9, 2021**

Michigan Works! Southeast Workforce Development Board  
Meeting Minutes, May 12, 2021, 10:00 am – 12:00 Noon- Via Zoom

Michigan Works! Southeast Workforce Development Board of Directors Present

Maria 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	
Craig Hatch	Jackson County Chamber of Commerce	
James Hogan	Thai Summit	
Marcus James, Chair	StableInc LLC	
Molly Luempert-Coy	DTE Energy	
Tina Matz	Jackson College	alternate for Jeremy Frew
Sharon Miller, Vice Chair	Consumers Energy	
Kevin Oxley	Jackson County ISD	
Deb Polich	The Arts Alliance, Creative Washtenaw	
Bill Rayl	Jackson Area Manufacturers Association (JAMA)	
Troy Reehl	Hillsdale County ISD	
Anne Rennie	Livingston County United Way	
Phil Santer	Ann Arbor SPARK	
Brandon Tucker	Washtenaw Community College	alternate for Dr. Rose Bellanca
James Van Doren	Lenawee Now	

Michigan Works! Southeast Workforce Development Board of Directors Absent

Leslie Alexander	Inmatech, Inc.	
Shantalita Bailey	Michigan Rehabilitation Services, DHHS	
Dr. Rose Bellanca	Washtenaw ISD	alternate Brandon Tucker attended
Jeremy Frew	Jackson College	alternate Tina Matz attended
Jeremiah "JJ" Hodshire	Hillsdale Hospital	
Shawn Planko	CISCO	
Ron Rose	HVALF-UAW	
Grace Trudell	IBEW 58	

Staff Present

Shamar Herron, Executive Director	Michigan Works! Southeast
Misty Shulters, 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
Cordelia Gonzalez, Fiscal Manager	Michigan Works! Southeast
Pam Gosla, Research and Education Manager	Michigan Works! Southeast
Lisa McAllister, Human Resources Manager	Michigan Works! Southeast
Nathaniel Osborne, Communication Specialist	Michigan Works! Southeast
Tom Robinson, Business Services Manager	Michigan Works! Southeast
Joshua Rose, Communications Specialist (Media)	Michigan Works! Southeast

Ashley Vandenbushe, Service Center Manager  
 Angela Watkins, Service Center Manager

Michigan Works! Southeast  
 Michigan Works! Southeast

Others Present

Alex Gossage

Ann Arbor Center for Independent Living

1. Call to order – Michigan Works! Southeast Workforce Development Board – Marcus James, Chair at 10:00 am.
2. Roll Call – Michigan Works! Southeast Workforce Development Board  
 Quorum Present
3. Introductions
4. Call to the Public  
 Marcus James call to the public; call to the public; call to the public.  
 No Public Comment.
5. Approval of the Agenda  
 Marcus James call for the approval of the WDB Agenda.  
 MOTION: Jim Van Doren moved to approve the Agenda.  
 SUPPORT: Brandon Tucker  
 MOTION CARRIED
6. Approval of Minutes for Joint Meeting of the March 10, 2021 Michigan Works! Southeast Workforce Development Board and Michigan Works! Southeast Consortium Board.  
 Marcus James call for a motion to approve meeting minutes.  
 MOTION: Troy Reehl moved to approve the minutes for the March 10, 2021 Joint meeting of the WDB and Consortium Board.  
 SUPPORT: Richard Currie  
 MOTION CARRIED
7. Consent Agenda  
 Marcus James asked if any consent items require consideration for review.  
 No request. Marcus James call for a motion to approve the Consent Agenda.  
 MOTION: Phil Santer moved to approve the Consent Agenda.  
 SUPPORT: Sharon Miller  
 MOTION CARRIED
  - a. MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD (WDB)  
 RESOLUTION 20-24  
 A RESOLUTION APPROVING THE 2021 SUMMER YOUNG PROFESSIONALS PROGRAM IN THE AMOUNT OF \$110,000 FOR THE TIMELINE OF MARCH 1, 2021 THROUGH FEBRUARY 28, 2022
  - b. WDB RESOLUTION 20-25  
 A RESOLUTION APPROVING PY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR AMERICAN TOOL CENTER INC. NOT TO EXCEED \$9,975.00
  - c. WDB RESOLUTION 20-26  
 A RESOLUTION APPROVING PY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR HALEY MECHANICAL NOT TO EXCEED \$3,683.00
  - d. WDB RESOLUTION 20-27  
 A RESOLUTION APPROVING PY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR ROSS DESIGN & ENGINEERING NOT TO EXCEED \$1,868.00
  - e. WDB RESOLUTION 20-34

A RESOLUTION APPROVING THE RELEASE OF A REQUEST FOR PROPOSAL FOR REFUGEE ASSISTANCE AND ENGLISH AS A SECOND LANGUAGE WORKFORCE DEVELOPMENT SERVICES

f. WDB RESOLUTION 20-35

A RESOLUTION APPROVING THE RELEASE OF A REQUEST FOR PROPOSAL FOR ONE- STOP OPERATOR

8. Resolutions for Consideration of the Workforce Development Board (WDB)

a. WDB RESOLUTION 20-28

A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICES CONTRACT EXTENSION MICHIGAN CHAMBER OF COMMERCE-MICHIGAN ENERGY WORKFORCE DEVELOPMENT CONSORTIUM PROGRAM JULY 1, 2021 THROUGH JUNE 30, 2022 IN AN AMOUNT NOT TO EXCEED \$12,100

Shamar Herron summarized the Specialized Business Services Resolutions.

Marcus James call for a motion to approve WDB 20-28

MOTION: Bill Rayl moved to approve WDB Resolution 20-28 the WIOA Specialized Business Services Contract Extension for Michigan Chamber of Commerce-Michigan Energy Workforce Development Consortium program July 1, 2021 through June 30, 2022 in amount not to exceed \$12,100.

SUPPORT: Craig Hatch

Shamar Herron reviewed.

MOTION CARRIED ABSTAIN: Sharon Miller

b. WDB RESOLUTION 20-29

A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICES CONTRACT EXTENSION WITH ANN ARBOR SPARK (THE LEAD AGENCY FOR THE GREATER ANN ARBOR REGION) FOR THE TIME PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022 IN AN AMOUNT NOT TO EXCEED \$250,000

Marcus James call for a motion to approve WDB Resolution 20-29.

MOTION: Richard Currie moved to approve WDB Resolution 20-29 the WIOA Specialized Business Services Contract Extension with Ann Arbor Spark (the lead agency for GAAR) for the time period July 1, 2021 through June 30, 2022 in an amount not to exceed \$250,000.

SUPPORT: Brandon Tucker

Shamar Herron reviewed.

MOTION CARRIED. ABSTAIN: James Van Doren, Phil Santer, Don Germann, Troy Reehl

c. WDB RESOLUTION 20-30

A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACT EXTENSION WITH SMALL BUSINESS DEVELOPMENT CENTER – WASHTENAW COMMUNITY COLLEGE (WCC), JULY 1, 2021 THROUGH JUNE 30, 2022 IN AN AMOUNT NOT TO EXCEED \$100,000.

Marcus James call for a motion to approve WDB Resolution 20-30.

MOTION: James Van Doren moved to approve WDB Resolution 20-30 the Specialized Business Services Contract Extension with Small Business Development Center – WCC, July 1, 2021 through June 30, 2022 in an amount to exceed \$100,000.

SUPPORT: Bill Rayl

Shamar Herron reviewed.

MOTION CARRIED. ABSTAIN: Brandon Tucker

d. WDB RESOLUTION 20-31

A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT EXTENSION WITH KEY OPPORTUNITIES IN AN AMOUNT NOT TO EXCEED \$77,640 FOR THE TIME PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022

Shamar Herron summarized the WIOA Specialized Youth Services Resolutions.

Marcus James call for a motion to approve WDB Resolution 20-31

MOTION: Lee Graham moved to approve WDB Resolution 20-31 the Specialized Youth Services Contract Extension with Key Opportunities in an amount not to exceed \$77,640 for the time period July 1, 2021 through June 30, 2022.

SUPPORT: Anne Rennie

Shamar Herron reviewed.

MOTION CARRIED

e. WDB RESOLUTION 20-32

A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT EXTENSION WITH LIVINGSTON EDUCATIONAL SERVICE AGENCY (LESA) IN AN AMOUNT NOT TO EXCEED \$58,771 FOR THE TIME PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022

Marcus James call for a motion to approve WDB Resolution 20-32

MOTION: Sharon Miller moved to approve WDB Resolution 20-32 the WIOA Specialized Youth Services Contract Extension with LESA in an amount not to exceed \$58,771 for the time period July 1, 2021 through June 30, 2022.

Shamar Herron reviewed.

SUPPORT: Troy Reehl

MOTION CARRIED

f. WDB RESOLUTION 20-33

A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT EXTENSION WITH WORK SKILLS CORPORATION IN AN AMOUNT NOT TO EXCEED \$115,029 FOR THE TIME PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022

Marcus James call for a motion to approve WDB Resolution 20-33

MOTION: Craig Hatch moved to approve WDB Resolution 20-33 for the WIOA Specialized Youth Services Contract with Work Skills Corporation in an amount not to exceed \$115,029 for the time period July 1, 2021 through June 30, 2022.

SUPPORT: Anne Rennie

Shamar Herron reviewed.

MOTION CARRIED

9. Presentation

Sharon Miller presentation on Michigan Energy Workforce Consortium. Discussion.

10. Committee Reports

a. Career & Educational Advisory Council (CEAC) – April 19, 2021

Kevin Oxley, Chair reviewed the minutes.

b. Executive Committee

Marcus James provided Board Strategy Planning update. Discussion.

Executive Committee April 7, 2021 and May 5, 2021 agenda items discussed during today's meeting.

11. On-going Business

a. Executive Director Report

Updates provided by Shamar Herron and Misty Shulters.

b. Chair Report (continued) - Time to have board members introduce themselves and what they are looking for from the board and what they plan to contribute to the board. Kevin Oxley and Tina Matz provided input.

12. Call to the Public

Marcus James call to the public. No Public Comment.

Follow-up comments by board members.

13. Adjournment

Marcus James call to Adjourn.

MOTION: Lee Graham moved to adjourn.

SUPPORT: Richard Currie

Meeting adjourned at 11:58 am

Michigan Works! Southeast  
Workforce Development Board  
Executive Committee Meeting Minutes  
June 2, 2021 2:00pm– 4:00pm  
Zoom Meeting

PRESENT: Rich Chang  
Richard Currie  
Marcus James, Chair  
Sharon Miller, Vice-Chair  
Troy Reehl

ABSENT: Donald Germann  
Jeremiah JJ Hodshire  
Grace Trudell

Staff: Misty Shulters  
Robin Aldrich  
Dan Childs  
Maggie Flaherty

1. Call to order  
Marcus James, Chair called the meeting to order at 2:04 pm.
2. Roll Call  
Quorum Present
3. Approval of Agenda  
Marcus James call for a motion to approve the Agenda.  
MOTION: Troy Reehl moved to approve the Agenda.  
SUPPORT: Rich Chang  
MOTION CARRIED
4. Consent Agenda – No agenda items
5. Resolutions for Consideration by the Workforce Development Board (WDB)
  - a. WDB RESOLUTION 20-36  
A RESOLUTION APPROVING PY 2020 WIOA INCUMBENT WORKER TRAINING (IWT) FUNDS FOR UCKELE HEALTH & NUTRITION NOT TO EXCEED \$3,300.00.  
Marcus James call for a motion to approve WDB Resolution 20-36  
MOTION: Ricard Currie moved to approve WDB Resolution 20-36 the PY 2020 WIOA IWT funds for Uckele Health & Nutrition not to exceed \$3,300.00.  
SUPPORT: Sharon Miller  
Misty Shulters reviewed. Discussion.  
MOTION CARRIED
  - b. WDB RESOLUTION 20-37  
A RESOLUTION APPROVING PY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS FOR NOSTRUM ENERGY LLC NOT TO EXCEED \$7,700.00  
Marcus James call for a motion to approve WDB Resolution 20-37  
MOTION: Sharon Miller moved to approve WDB Resolution 20-37 the IWT funds for Nostrum Energy LLC not to exceed \$7,700.00

SUPPORT: Rich Chang  
 Misty Shulters reviewed. Discussion  
 MOTION CARRIED

c. WDB RESOLUTION 20-38

A RESOLUTION APPROVING PY 2020 WIOA INCUMBENT WORKER TRAINING FUNDS  
 FOR MICHIGAN CRITICAL CARE CONSULTANTS NOT TO EXCEED \$10,895

Marcus James call for a motion to approve WDB Resolution 20-38

MOTION: Richard Currie moved to approve WDB Resolution 20-38 the IWT funds for  
 Michigan Critical Care Consultants not to exceed \$10,895.

SUPPORT: Rich Chang  
 Misty Shulters reviewed. Discussion.  
 MOTION CARRIED

6. Committee Reports

a. Career and Educational Advisory Council – (CEAC)

CEAC did not meeting during May.

b. Strategic and Operations

Strategic and Operations Committee did not meet during May.

c. Business Resource Networks (BRN)

Update provided by Misty Shulters.

7 Chair Report

a. 2021 Board Focus

Discussed on results/desired outcome of facilitated sessions.

Discussed status of standard MWSE! performance metrics

8. Directors Report

Misty Shulters provided updates on administration, program and state. Discussion.

9. June 9, 2021 (draft) Agenda for Michigan Works! Southeast Workforce Development  
 Board. Reviewed and discussed.

10. Public Comment

Marcus James offered Public Comment. No Public Comment.

Marcus James offered comments.

Additional comments from Sharon Miller, Troy Reehl.

11. Adjournment

Marcus James call for a motion to adjourn.

MOTION: Rich Chang moved to adjourn.

SUPPORT: Sharon Miller

MOTION CARRIED

Meeting adjourned at 2:59 pm.