

MINUTES APPROVED ON NOVEMBER 10, 2021

Joint meeting of
Michigan Works! Southeast Consortium
and
Michigan Works! Southeast Workforce Development Board
September 8, 2021, 10:00am-12 Noon Via Zoom

Michigan Works! Southeast Consortium Board Present

Brent Leininger	Hillsdale County Commissioner
Darius Williams	Jackson County Commissioner
Karol KZ Bolton, Chair	Lenawee County Commissioner
Douglas Helzerman	Livingston County Commissioner
Caroline Sanders	Washtenaw County Commissioner
Sue Shink	Washtenaw County Commissioner

Michigan Works! Southeast Consortium Absent

Doug Ingels	Hillsdale County Commissioner
Daniel Mahoney, Vice Chair	Jackson County Commissioner
Chris Wittenbach	Lenawee County Commissioner
Mitchell Zajac	Livingston County Commissioner

Michigan Works! Southeast Workforce Development Board of Directors Present

Shantalita Bailey	Michigan Rehabilitation Services, DHHS	
Maria Birkett	Wacker Chemical Corporation	
Rich Chang	NewFoundry	
Richard Currie	Hitachi Astemo Americas, Inc.	
Sean Duval	Golden Limousine International	
Donald Germann	County National Bank	
Lee Graham	Operating Engineers 324	
James Hogan	Thai Summit	
Marcus James, Chair	StableInc LLC	
Tina Matz	Jackson College	alternate for Jeremy Frew
Sharon Miller, Vice Chair	Consumers Energy	
Deb Polich	The Arts Alliance, Creative Washtenaw	
Bill Rayl	Jackson Area Manufacturers Association (JAMA)	
Anne Rennie	Livingston County United Way	
Jamal Robinson	DTE	alternate for Molly Luempert-Coy
John Salyer	JATC	
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.	
Dr. Rose Bellanca	Washtenaw ISD	alternate Brandon Tucker attended
Jeremy Frew	Jackson College	alternate Tina Matz attended
Craig Hatch	Jackson County Chamber of Commerce	
Jeremiah "JJ" Hodshire	Hillsdale Hospital	
Molly Luempert-Coy	DTE	alternate Jamal Robinson attended
Kevin Oxley	Jackson County ISD	

Troy Reehl
Grace Trudell

Hillsdale County ISD
IBEW 58

Staff Present

Shamar Herron, Executive Director
Misty Shulters, Deputy Director
Robin Aldrich, IT Manager
Nicole Bell, Communications Manager
Dan Childs, Systems/Network Administrator
Johnny Epps, Service Center Manager
Maggie Flaherty, Administrative Services Manager
Pam Gosla, Research and Education Manager
Lisa McAllister, HR Manager
Nathaniel Osborne, Communications Specialist
Tom Robinson, Business Services Manager
Sandy Vallance, Service Center Manager
Angela Watkins, Service Center Manager

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1. Call to order – Michigan Works! Southeast Consortium – Karol KZ Bolton, Chair
Karol KZ Bolton called the Consortium meeting to order at 10:00 am.
2. Call to order – Michigan Works! Southeast Workforce Development Board (WDB)–
Marcus James, Chair
Marcus James, Chair called the WDB meeting order.
3. Roll Call – Michigan Works! Southeast Consortium-Quorum Present
4. Roll Call – Michigan Works! Southeast Workforce Development Board-Quorum Present
5. Introductions
6. Call to the Public (both boards) – KZ Bolton
Karol KZ Bolton call to the public, call to the public, call to the public.
No Public Comment.
7. Approval of the Agenda (both boards)
 - a. Consortium
KZ Bolton call to approve the Agenda.
MOTION: Darius Williams moved to approve the Agenda.
SUPPORT: Caroline Sanders
MOTION CARRIED
 - b. Workforce Development Board
Marcus James call to approve the Agenda.
MOTION: James Van Doren moved to approve the Agenda.
SUPPORT: Brandon Tucker
MOTION CARRIED

8. Approval of Minutes – (both boards)

- a. June 22, 2021 Michigan Works! Southeast Consortium meeting minutes
KZ Bolton call for a motion to approve the June 22, 2021 Consortium meeting minutes.
MOTION: Sue Shink moved to approve the June 22, 2021 meeting minutes.
SUPPORT: Douglas Helzerman
MOTION CARRIED
- b. June 9, 2021 Michigan Works! Southeast Workforce Development Board meeting minutes
Marcus James call for a motion to approve the June 9, 2021 WDB meeting minutes.
MOTION: Sharon Miller moved to approve the June 9, 2021 WDB meeting minutes
SUPPORT: Donald Germann
MOTION CARRIED

9. New Business

KZ Bolton reviewed Michigan Works! Southeast Workforce Development Board (WDB) member vacancy.

KZ Bolton call for a motion for approval of nomination to fill vacancy

- a. Nominate John Salyer, Training Director, Ann Arbor Electrical, JAATC, to fill WDB member vacancy due to resignation of Ron Rose, UAW.

Nomination recommendation by Huron Valley Area Labor Federation (HVALF)

KZ Bolton call to approve John Salyer, Training Director, Ann Arbor JATC to replace Ron Rose on the WDB.

MOTION: Sue Shink moved to approve John Salyer to replace Ron Rose on the WDB Board.

SUPPORT: Caroline Sanders

MOTION CARRIED

- b. KZ Bolton call for a motion to approve alternate Jamal Robinson, DTE for Molly Luempert-Coy, DTE
MOTION: Sue Shink moved to approve Jamal Robinson, DTE as alternate for Molly Luempert-Coy, DTE
SUPPORT: Darius Williams
MOTION CARRIED

10. Consent Agenda – WDB

Marcus James asked if any of the Consent Agenda items require consideration by the WDB. No requests.

Marcus James call for a motion to approve the Consent Agenda.

MOTION: Brandon Tucker moved to approve the Consent Agenda.

SUPPORT: John Salyer

MOTION CARRIED

a. WDB RESOLUTION 21-05

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR JESSICA BACKINGER DDS DBA AS SUMMIT ORTHODONTICS IN THE AMOUNT NOT TO EXCEED IN THE AMOUNT OF \$4,110

b. WDB RESOLUTION 21-06

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR

ATLAS ACADEMY OF COSMETOLOGY IN THE AMOUNT NOT TO EXCEED \$8,050

c. WDB RESOLUTION 21-07

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR ELC_o IN THE AMOUNT NOT TO EXCEED \$7,300

d. WDB RESOLUTION 21-08

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT PRODUCTION SAW AND MACHINE NOT TO EXCEED \$1,800

11. Resolutions for Consideration of the Workforce Development Board -Marcus James
None
12. Resolutions for Consideration of the Michigan Works! Southeast Consortium
 - a. CB RESOLUTION - 20-28, Modification 1
A RESOLUTION TO APPROVE CONTRACT MODIFICATION FOR AN ADDITIONAL ESTIMATED AMOUNT OF \$25,000 FOR OFFICE FURNITURE AT THE NEW LOCATION OF THE LIVINGSTON SERVICE CENTER, 1200 BYRON ROAD, HOWELL. THE PREVIOUS APPROVED AMOUNT BY THE CONSORTIUM WAS CAPPED AT \$75,000
KZ Bolton call for a motion to approve CB Resolution 20-28, Modification 1
MOTION: Douglas Helzerman moved to approve CB Resolution 20-28, Modificaiton 1
SUPPORT: Darius Williams
Shamar Herron reviewed. Discussion.
MOTION CARRIED.
 - b. CB RESOLUTION – 21-02
A RESOLUTION TO APPROVE A MODIFIED CONTRACT. THE TOTAL AMOUNT OF THE MODIFIED CONTRACT IS \$80,000 WITH AMESITE, INC. TO PROVIDE TEAM TRAININGS FROM AUGUST 18, 2021 THROUGH AUGUST 18, 2022
KZ Bolton call for a motion to approve CB Resolution 21-02
MOTION: Sue Shink moved to approve CB Resolution 21-02
SUPPORT: Darius Williams
Shamar Herron reviewed. Discussion.
MOTION CARRIED
13. Resolutions for Consideration by both the Consortium Board (CB) and the Workforce Development Board (WDB)
 - a. CB RESOLUTION 21-01
A RESOLUTION APPROVING THE FUNDING ALLOCATION FOR THE BARRIER REMOVAL EMPLOYMENT SUCCESS (BRES) PROGRAM IN THE AMOUNT NOT TO EXCEED OF \$339,127 FOR THE TIME PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022
KZ Bolton call to approve CB Resolution 21-01
MOTION: Sue Shink moved to approve CB Resolution 21-01.
SUPPORT: Douglas Helzerman
Shamar Herron reviewed. Discussion.
MOTION CARRIED
 - b. WDB RESOLUTION 21-04
A RESOLUTION APPROVING THE FUNDING ALLOCATION FOR THE BARRIER REMOVAL EMPLOYMENT SUCCESS (BRES) PROGRAM IN THE AMOUNT NOT TO EXCEED OF \$339,127 FOR THE TIME PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022

Marcus James call for a motion to approve WDB Resolution 21-04

MOTION: Anne Rennie moved to approve WDB Resolution 21-04

SUPPORT: Brandon Tucker

MOTION CARRIED

14. Presentations:

a. Board Charters

Each draft Charter area presented by Charter champion(s). Discussion.

15. Other Items

a. Comments from Chairs

KZ Bolton provided comment regards challenging times.

Marcus James provided comments regards business resiliency. Also Marcus stated at the November WDB meeting election of officers and Executive Committee will take place for the CY 2022 Officers and Executive Committee members (success plan in place).

b. Directors Report – Shamar Herron reviewed directors report with updates on federal, state, programs and administration.
state and federal. Discussion.

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

KZ Bolton offered public comment, public comment, public comment

No public comment.

Additional comments followed by board members: Caroline Sanders, Lee Graham.

17. Adjourn Michigan Works! Southeast Consortium

KZ Bolton call to adjourn the Consortium meeting.

MOTION: Brent Leininger moved to adjourn the Consortium meeting

SUPPORT: Caroline Sanders

MOTION CARRIED

18. Adjourn Michigan Works! Southeast Workforce Development Board meeting.

Marcus James call to adjourn the WDB meeting

MOTION: James Hogan moved to adjourn the meeting.

SUPPORT: Deb Polich

MOTION CARRIED

The joint meeting of the Consortium and WDB adjourned at 11:52 am.

Michigan Works! Southeast
Workforce Development Board
Executive Committee Meeting Minutes
October 6, 2021 2:00pm– 4:00pm
Zoom Meeting

Present: Rich Chang
Richard Currie
Donald Germann
Marcus James, Chair
Sharon Miller, Vice Chair
Troy Reehl

Absent: Jeremiah JJ Hodshire
Grace Trudell

Staff: Shamar Herron
Misty Shulters
Dan Childs
Maggie Flaherty

1. Call to order
Marcus James, Chair called the meeting to order at 2:00 pm.
2. Roll Call
Quorum Present.
3. Approval of Agenda
Marcus James call for a motion to approve the Agenda.
MOTION: Sharon Miller moved to approve the Agenda.
SUPPORT: Troy Reehl
MOTION CARRIED
4. Consent Agenda-No items
5. Resolutions for Consideration by the Workforce Development Board (WDB)
 - a. WDB RESOLUTION 21-09
A RESOLUTION APPROVING THE FISCAL YEAR 2022 - OCTOBER 1, 2021 TO DECEMBER 31, 2022 PARTNERSHIP, ACCOUNTABILITY, TRAINING AND HOPE (PATH) PLAN AND ACCEPTANCE OF FUNDING.
Marcus James call for a motion to approve WDB Resolution 21-09.
MOTION: Troy Reehl moved to approve WDB RESOLUTION 21-09.
SUPPORT: Sharon Miller.
Shamar Herron reviewed. Discussion.
MOTION CARRIED
 - b. WDB RESOLUTION 21-10
A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR WORK SKILLS CORPORATION NOT TO EXCEED \$7,460
Marcus James call for a motion to approve WDB Resolution 21-10.
MOTION: Sharon Miller moved to approve WDB Resolution 21-10.
Shamar Herron reviewed. Discussion.
MOTION CARRIED

c. WDB RESOLUTION 21-11

A RESOLUTION APPROVING PY 2021 WIOA INCUMBENT WORKER TRAINING FUNDS FOR ROSS DESIGN & ENGINEERING NOT TO EXCEED \$5,600

Marcus James call for a motion to approve WDB Resolution 21-11.

MOTION: Troy Reehl moved to approve WDB Resolution 21-11.

SUPPORT: Richard Currie

Shamar Herron reviewed. Discussion.

MOTION CARRIED

d. WDB RESOLUTION 21-12

A RESOLUTION APPROVING PY 2021 WIOA INCUMBENT WORKER TRAINING FUNDS FOR ACCUBILT AUTOMATED SYSTEMS NOT TO EXCEED \$4,563

Marcus James call for a motion to approve WDB Resolution 21-12.

MOTION: Richard Currie moved to approve WDB Resolution 21-12.

SUPPORT: Troy Reehl

Shamar Herron reviewed. Discussion.

MOTION CARRIED

e. WDB RESOLUTION 21-13

A RESOLUTION APPROVING PY 2021 WIOA INCUMBENT WORKER TRAINING FUNDS FOR SUMMERS-KNOLL SCHOOL NOT TO EXCEED \$1,500

Marcus James call for a motion to approve WDB Resolution 21-13.

MOTION: Richard Currie moved to approve WDB Resolution 21-13.

SUPPORT: Rich Chang

Shamar Herron reviewed. Discussion.

MOTION CARRIED

f. WDB RESOLUTION 21-14

A RESOLUTION APPROVING THE FISCAL YEAR 2022 TRADE ADJUSTMENT ASSISTANCE (TAA) PROGRAM FUNDING

Marcus James call for a motion to approve WDB Resolution 21-14.

MOTION: Rich Chang moved to approve WDB Resolution 21-14.

SUPPORT: Richard Currie

Shamar Herron reviewed. Discussion.

MOTION CARRIED

6. New Business- No items

7. Committee Reports

a. Career and Educational Advisory Council – (CEAC) 2021 with Sixty by 30 Talent Tour Event- September 27, 2021

Shamar Herron and Misty Shulters provided a report. Discussion.

b. Strategic and Operations Committee meeting – October 4, 2021

Marcus James reported the committee name change is Operations Committee. Discussed charter for the committee.

8. Chair Report

a. Board's Strategic Goals Discussion

Marcus James reviewed the Strategic Goals. Discussion.

b. Executive Director 2020-21 Performance Evaluation.

Discussed the Executive Director Performance Evaluation.

c. Executive Committee Leadership Change

Discussed The Election of Officers and Executive Committee members for

Calendar Year 2022. Marcus as chair of the WDB named the Executive Committee the nominating committee to determine the slate of officers and executive committee. WDB by-laws allow Chair to name a nominating committee. The elections occur during the November 10, 2021 WDB meeting.

9. Directors Report
Shamar Herron provided updates on programs, state, federal and administration.
10. 2022 Proposed Meeting Schedules for Executive Committee and Workforce Development Board
Reviewed and discussed.
11. Public Comment
Marcus James offered public comment. No public comment.
Additional comments by committee members.
12. Adjournment
MOTION: Sharon Miller moved to adjourn.
SUPPORT: Rich Chang
Meeting adjourned at 4:05 pm

Michigan Works! Southeast
 Workforce Development Board
 Executive Committee Meeting Minutes
 November 3, 2021, 2:00pm– 4:00pm
 Zoom Meeting

Present: Rich Chang
 Marcus James, Chair
 Sharon Miller, Vice Chair
 Troy Reehl
 Grace Trudell

Absent: Richard Currie
 Donald Germann
 Jeremiah JJ Hodshire

Staff: Misty Shulters
 Daniel Child
 Maggie Flaherty

1. Call to order
 Marcus James called the meeting to order at 2:05 am
 2. Roll Call
 Quorum not present
 3. Committee Reports
 - a. Operations Committee meeting – October 25, 2021.
 Marcus James reviewed the meeting notes.
 Marcus James call for a motion to approve the Operations Committee Charter.
 MOTION: Sharon Miller moved to approve the Operations Committee Charter.
 SUPPORT: Grace Trudell
 MOTION CARRIED
- Quorum present at 2:06 pm
4. Approval of Agenda
 Marcus James call for a motion to approve the Agenda.
 MOTION: Rich Chang moved to approve the Agenda.
 SUPPORT: Troy Reehl
 MOTION CARRIED
 5. Approval of October 6, 2021 Executive Committee meeting minutes
 Marcus James call for a motion to approve the October 6, 2021 Executive Committee meeting minutes.
 MOTION: Troy Reehl moved to approve the October 6, 2021 Executive Committee meeting minutes.
 SUPPORT: Rich Chang
 MOTION APPROVED
 6. Consent Agenda – No items

7. Resolutions for Consideration by the Workforce Development Board (WDB)
 - a. WDB RESOLUTION 21-15
 A RESOLUTION APPROVING PY 2021 WIOA INCUMBENT WORKER TRAINING (IWT) FUNDS FOR MMI ENGINEERED SOLUTIONS NOT TO EXCEED \$9,919
 Marcus James call for a motion to approve WDB Resolution 21-15.
 MOTION: Troy Reehl moved to approve WDB Resolution 21-15.
 SUPPORT: Sharon Miller
 Misty Shulters reviewed. Discussion.
 MOTION CARRIED
8. New Business – No Items
9. Committee Reports
 - a. Operations Committee meeting – October 25, 2021
 Marcus James continued review of the meeting notes. Discussion.
10. Chair Report
 - a. Board's Strategic Goals Discussion
 Marcus James reviewed the goals. Each goal will be reviewed during next weeks' WDB meeting. Discussion.
 - b. Executive Committee charter
 Marcus James reviewed draft Executive Committee charter. Discussion.
 - c. Finalize Slate of Officers for Nov 10th board meeting.
 Discussion.
11. Directors Report
 Misty Shulters provided an update from Shamar Herron. Shamar's presentation at next weeks' WDB meeting will be duration of 30 minutes.
 Misty commented Unemployment Agency is going to require new applicants to register for work (not required since March 2020);
 Livingston Service Center new location in Howell will have an open house.
12. Agenda for November 10, 2021 WDB Meeting
 Reviewed and discussed.
13. 2022 Proposed Meeting Schedules for Executive Committee and Workforce Development Board
 Reviewed and discussed.
14. Public Comment
 Marcus James offered public comment. No public comment.
15. Adjournment
 Marcus James call to adjourn the meeting.
 MOTION: Rich Chang moved to adjourn.
 SUPPORT: Sharon Miller
 MOTION CARRIED
 Meeting adjourned at 3:26 pm.