

MINUTES APPROVED ON NOVEMBER 9, 2022

Joint

Michigan Works! Southeast Workforce Development Board & Michigan Works! Southeast Consortium  
Meeting Minutes

September 14, 2022 - In-Person

Comfort Inn, Village Conference Center 1645 Commerce Park Drive, Chelsea, MI 48118  
10:00 am – 12:00 NoonMichigan Works! Southeast Consortium Commissioners Present

Doug Ingles	Hillsdale County Commissioner
Ray Snell	Jackson County Commissioner
Karol KZ Bolton, Chair	Lenawee County Commissioner
Chris Wittenbach	Lenawee County Commissioner
Douglas Helzerman	Livingston County Commissioner
Caroline Sanders	Washtenaw County Commissioner
Sue Shink, Vice Chair	Washtenaw County Commissioner

Michigan Works! Southeast Consortium Commissioners Absent

Brent Leininger	Hillsdale County Commissioner
Mitchell Zajac	Livingston County Commissioner
Darius Williams	Jackson County Commissioner

Michigan Works! Southeast Workforce Development Board of Directors Present

Shantalita Bailey	Michigan Rehabilitation Services, DHHS
Rich Chang	New Foundry
Sean Duval	Golden Limousine International (Zoom)
James Hogan	Display Max Merchandising
Craig Hatch	Jackson County Chamber of Commerce
Marcus James	StableInc LLC
Tina Matz	Jackson College (Zoom)
Sharon Miller, Chair	Consumers Energy
Kevin Oxley	Jackson County ISD
Deb Polich	Creative Washtenaw, Artrain
Troy Reehl	Hillsdale County ISD
Anne Rennie	Livingston County United Way
Jamal Robertson	DTE alternate for Molly Luempert-Coy
John Salyer	Ann Arbor Electrical JATC
Phil Santer	Ann Arbor SPARK
Brandon Tucker	Washtenaw Community College

Michigan Works! Southeast Workforce Development Board of Directors Absent

Leslie Alexander	Inmatech, Inc.
Maria Birkett	Wacker Chemical Corporation
Richard Currie, Vice chair	Hitachi Astemo Americas, Inc.
Donald Germann	County National Bank
Lee Graham	Operating Engineers 324
Jeremiah "JJ" Hodshire	Hillsdale Hospital
Molly Luempert-Coy	DTE alternate Jamal Robertson attended
Katy Pek	Destination Ann Arbor
Bill Rayl	Michigan Manufacturers Association
Grace Trudell	IBEW 58

Staff Present

Shamar Herron, Executive Director	Michigan Works! Southeast
Misty Shulters, Deputy Director	Michigan Works! Southeast
Robin Aldridge, IT Manager	Michigan Works! Southeast (Zoom)
Dawn Awrey, Service Center Manager	Michigan Works! Southeast (Zoom)
Daniel Childs, Systems/Network Administrator	Michigan Works! Southeast
Johnny Epps, Service Center Manager	Michigan Works! Southeast (Zoom)
Maggie Flaherty, Administrative Services Mgr.	Michigan Works! Southeast
Pamela Gosla, Research & Education Manager	Michigan Works! Southeast (Zoom)
Lisa McAllister, HR Manager	Michigan Works! Southeast (Zoom)
Tim Pielack, Technology Specialist	Michigan Works! Southeast
Sandy Vallance, Service Center Manager	Michigan Works! Southeast (Zoom)
Ashley Vandenbushe, Service Center Manager	Michigan Works! Southeast (Zoom)
Kendell Walton, Fiscal Manager	Michigan Works! Southeast (Zoom)
Angela Watkins, Service Center Manager	Michigan Works! Southeast (Zoom)

Others

Hernando Flowers, Barton Malow Company (Zoom)

1. Call to order – Michigan Works! Southeast Consortium  
Karol KZ Bolton, Chair called the meeting to order at 10:05 am.
2. Call to order – Michigan Works! Southeast Workforce Development Board  
Sharon Miller, Chair called the meeting to order at 10:05 am.
3. Roll Call – Michigan Works! Southeast Consortium  
In-Person Quorum Present
4. Roll Call – Michigan Works! Southeast Workforce Development Board  
In-Person Quorum Present
5. Introductions
6. Call to the Public  
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 for approval of the Agenda.  
MOTION: Douglas Helzerman call to approve the Agenda.  
SUPPORT: Sue Shink  
MOTION CARRIED
  - b. Workforce Development Board  
Sharon Miller call for approval of the Agenda.  
MOTION: Marcus James moved to approve the Agenda.  
SUPPORT: Jim Hogan  
MOTION CARRIED
8. Approval of Minutes – (both boards)
  - a. June 21, 2022 Michigan Works! Southeast Consortium Meeting Minutes  
KZ Bolton call to approve the June 21, 2022 Consortium Board meeting minutes.  
MOTION: Sue Shink moved to approve the June 21, 2022 Consortium board meeting minutes.  
SUPPORT: Ray Snell  
MOTION CARRIED

b. June 8, 2022 Michigan Works! Southeast Workforce Development Board (WDB) Meeting Minutes

Sharon Miller call for a motion to approve the June 8, 2022 WDB meeting minutes.

MOTION: Deb Polich moved to approve the June 8, 2022 WDB meeting minutes.

SUPPORT: Tina Matz

MOTION CARRIED

9. Consent Agenda - Workforce Development Board

Sharon Miller reviewed resolutions which were approved by Executive Committee.

Sharon Miller call to approve the Consent Agenda.

MOTION: Rich Chang moved to approve the Consent Agenda.

SUPPORT: Craig Hatch

MOTION CARRIED

a. WDB RESOLUTION 22-03

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR ALUDYNE IN THE AMOUNT OF \$6,265

b. WDB RESOLUTION 22-04

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR FLYING OTTER WINERY LLC IN THE AMOUNT OF \$1,790

10. Resolutions for Consideration of the Workforce Development Board

a. WDB RESOLUTION 22-05

A RESOLUTION APPROVING THE RECEIPT OF FUNDS FOR CAPACITY BUILDING AND PROFESSIONAL DEVELOPMENT GRANT FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 IN THE AMOUNT OF \$87,159

Sharon Miller call to approve WDB Resolution WDB 22-05.

MOTION: Deb Polich moved to approve WDB RESOLUTION 22-05 the receipt of funds for Capacity Building and Professional Development Grant for the period July 1, 2022 through June 30, 2023 in the amount of \$87,619

SUPPORT: James Hogan

Shamar Herron reviewed. Discussion.

MOTION CARRIED

b. WDB RESOLUTION 22-06

A RESOLUTION FOR THE MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD TO ACCEPT PROPOSED FUNDING AND PLAN FOR THE WAGNER-PEYSER EMPLOYMENT SERVICES (ES) PROGRAM AND WIOA STATE WIDE ACTIVITIES FROM THE MICHIGAN LABOR AND ECONOMIC OPPORTUNITY (LEO) FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 IN THE AMOUNT OF \$1,218,005.

Sharon Miller call to approve WDB Resolution 22-06.

MOTION: Marcus James moved to approve WDB Resolution 22-06 accepting the proposed funding and plan for the Wagner-Peyser ES Program and WIOA State Wide activities from LEO for the period July 1, 2022 through June 30, 2023 in the amount of \$1,218,005.

SUPPORT: Rich Chang

Shamar Herron reviewed. Discussion.

MOTION CARRIED

c. WDB RESOLUTION 22-07

A RESOLUTION FOR THE MICHIGAN WORKS! WORKFORCE DEVELOPMENT BOARD ACCEPTING THE ALLOCATION AND PLAN FROM THE MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY, (LEO) FOR PLAN PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 IN THE AMOUNT OF \$4,886,240 FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) ADULT, DISLOCATED

WORKER (DW) AND YOUTH PROGRAMS.

Sharon Miller call to approve WDB Resolution 22-07

MOTION: Deb Polich moved to approve WDB Resolution 22-07 accepting the allocation and Plan from LEO for plan period July 1, 2022 through June 30, 2023 in the amount of \$4,886,240 for WIOA Adult, Dislocated Worker and Youth Programs.

SUPPORT: Marcus James

Shamar Herron reviewed. Discussion.

MOTION CARRIED

d. WDB RESOLUTION 22-09

A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING FUNDS FOR HI-LEX CONTROLS, INC. IN THE AMOUNT OF \$14,950

Sharon Miller call to approve WDB Resolution 22-09.

MOTION: Jim Hogan moved to approve WDB Resolution 22-09 the PY 2022 Incumbent Worker Funds for Hi-Lex Controls, Inc. in the amount of \$14,950.

SUPPORT: Kevin Oxley

Shamar Herron reviewed. Discussion.

MOTION CARRIED

11. Resolutions for Consideration of the Michigan Works! Southeast Consortium, KZ Bolton-No Items

12. Resolutions for Consideration by both the Consortium Board (CB) and the Workforce Development Board (WDB)

a. CB RESOLUTION 22-01

A RESOLUTION FOR MICHIGAN WORKS! SOUTHEAST CONSORTIUM APPROVING THE SUBMISSION OF PY 2020 THROUGH PY 2023 MID-CYCLE MODIFICATIONS FOR WIOA REGIONAL AND LOCAL PLANS

KZ Bolton call for a motion to approve CB Resolution 22-01

MOTION: Doug Ingles moved to approve CB Resolution 22-01 the submission of PY 2020 through PY 2023 Mid-Cycle Modifications for WIOA Regional and Local Plans.

SUPPORT: Sue Shink

Shamar Herron and Misty Shulters reviewed. Discussion.

MOTION CARRIED

WDB RESOLUTION 22-08

A RESOLUTION FOR MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD APPROVING THE SUBMISSION OF PY 2020 THROUGH PY 2023 MID-CYCLE MODIFICATIONS FOR WIOA REGIONAL AND LOCAL PLANS

Sharon Miller call to approve WDB Resolution 22-08.

MOTION: Marcus James moved to approve WDB Resolution 22-08.

SUPPORT: Rich Chang

MOTION CARRIED

b. CB RESOLUTION 22-02

A RESOLUTION FOR MICHIGAN WORKS! SOUTHEAST CONSORTIUM TO APPROVE FAE&T PROGRAM PROPOSED FUNDING AND PLAN IN THE AMOUNT OF \$110,721 FY OCTOBER 1, 2022 TO SEPTEMBER 30, 2023

KZ Bolton call for a motion to approve CB Resolution 22-02.

MOTION: Ray Snell moved to approve CB Resolution 22-02 the FAE&T Program proposed funding and plan in the amount of \$110,721 for FY October 1, 2022 to September 30 2023

SUPPORT: Douglas Helzerman

Shamar Herron reviewed. Discussion.

MOTION CARRIED

WDB RESOLUTION 22-10

A RESOLUTION MICHIGAN WORKS! WORKFORCE DEVELOPMENT BOARD TO APPROVE FAE&T PROGRAM PROPOSED FUNDING AND PLAN IN THE AMOUNT OF \$110,721 FOR FY OCTOBER 1, 2022 TO SEPTEMBER 30, 2023.

Sharon Miller call for a motion to approve WDB Resolution 22-10

MOTION: Rich Chang moved to approve WDB Resolution 22-10.

SUPPORT: Jim Hogan

MOTION CARRIED

c. CB RESOLUTION 22-03

A RESOLUTION FOR MICHIGAN WORKS! SOUTHEAST CONSORTIUM TO APPROVE THE PROPOSED FUNDING ALLOCATION OF \$702,816 FOR THE BARRIER REMOVAL EMPLOYMENT SUCCESS (BRES) PROGRAM FOR FY YEAR OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023

KZ Bolton call for a motion to approve CB Resolution 22-03.

MOTION: Sue Shink moved to approve the proposed funding allocation of \$702,816 for the Barrier Removal Employment Success (BRES) Program for FY October 1, 2022 through September 2023.

SUPPORT: Douglas Helzerman

Shamar Herron reviewed. Discussion.

MOTION CARRIED

WDB RESOLUTION 22-11

A RESOLUTION FOR MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD APPROVING THE PROPOSED FUNDING ALLOCATION OF \$702,816 FOR THE BARRIER REMOVAL EMPLOYMENT SUCCESS (BRES) PROGRAM FOR FY YEAR OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023

Sharon Miller call to approve WDB Resolution 22-11

MOTION: Tina Matz moved to approve WDB Resolution 22-11 the proposed funding allocation of \$702,816 for the BRES program for FY Year October 1, 2022 through September 30, 2023.

SUPPORT: Kevin Oxley

MOTION CARRIED

13. New Business

a. Michigan Works! Southeast Consortium

Jim Van Doren, Lenawee Now, resignation from Workforce Development Board.

KZ Bolton call to approve the resignation of Jim Van Doren from the Workforce Development Board.

MOTION: Ray Snell moved accept the resignation of Jim Van Doren form the Workforce Development Board.

SUPPORT: Sue Shink

Discussion.

MOTION CARRIED

14. Presentations:

a. . Board Strategy- Goal 1: Collaboration

Sharon Miller provided update report. Discussion.

Goal 2: Business Resiliency

Marcus James provided update report. Discussion.

15. Committee Reports (WDB)

a. Career & Educational Advisory Council (CEAC) August 15, 2022

Kevin Oxley reviewed committee minutes. Kevin comment changing up future CEAC agenda items to engage business and industry.

i. Approval of Jeremy Frew, CEAC Chair

Sharon Miller thanked Kevin Oxley for his years of service as CEAC Chair.

Recommending for approval Jeremy Frew, Jackson College as CEAC Chair.

Sharon Miller opened the floor for other nominations. There were no other nominations.

Sharon Miller call for a motion to approve the nomination of Jeremy Frew, CEAC Chair.

MOTION: Kevin Oxley moved to approve Jeremy Frew as CEAC Chair.

SUPPORT: Marcus James

ABSTAIN: Tina Matz

MOTION CARRIED

b. Operations Committee – June 27, 2022, July 25, 2022 & August 22, 2022 - Marcus James

Marcus James reported the Operations Committee details are in the notes contained in the board packet. Discussion.

c. Executive Committee – August 3, 2022

Sharon Miller reported items from August 3 meeting have been discussed during today's meeting. Executive Committee met through the summer focused on board strategy goals and moving it forward.

Sharon Miller provided comments regarding the Michigan Works! Conference held September 11-13, 2022.

16. Other Items

a. Comments from Chairs

KZ Bolton attended the Michigan Works! Conference and provided comments regarding the conference.

Douglas Helzerman attended the conference and provided comments regarding the conference.

b. Executive Director Report

Shamar Herron presented federal, state and program reports with updates by Misty Shulters. Discussion.

Kendell Walton provided Fiscal update. Discussion.

17. Public Comment

KZ Bolton offered public comment, public comment.

Marcus James provided comments.

18. Adjourn Michigan Works! Southeast Consortium

KZ Bolton call for a motion to adjourn the Consortium Board meeting.

MOTION: Douglas Helzerman moved to adjourn the Consortium Board meeting.

SUPPORT: Ray Snell

MOTION CARRIED

19. Adjourn Michigan Works! Southeast Workforce Development Board

Sharon Miller call for a motion to adjourn the Workforce Development Board meeting.

MOTION: Craig Hatch moved to adjourn the Workforce Development Board meeting.

SUPPORT: Jim Hogan

MOTION CARRIED

The Joint Meeting of the Michigan Works! Southeast Consortium Board and Michigan Works! Southeast Workforce Development Board adjourned at 11:39 am.

Michigan Works! Southeast  
Workforce Development Board  
Executive Committee Meeting Minutes  
In-Person  
October 5, 2022, 9:30 am - 11:00 am  
Comfort Inn, Village Conference  
1645 Commerce Park Drive  
Chelsea, MI 48118

Present: Rich Chang  
Richard Currie, Vice Chair Zoom  
Marcus James Zoom  
Tina Matz  
Sharon Miller, Chair  
Bill Rayl  
Troy Reehl

Absent: Donald Germann  
Grace Trudell

Staff: Shamar Herron  
Daniel Childs  
Maggie Flaherty  
Tim Pielack

1. Call to order  
Sharon Miller called the meeting to order at 9:35 am
2. Roll Call  
In-Person Quorum Present
3. Approval of Agenda  
Sharon Miller call for a motion to approve the Agenda.  
MOTION: Rich Chang 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 22-12  
A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING (IWT)  
FUNDS FOR HALEY MECANICAL IN THE AMOUNT OF \$10,835  
Sharon Miller call for a motion to approve WDB Resolution 22-12.  
MOTION: Troy Reehl moved to approve WDB Resolution 22-12 the PY 2022 WIOA IWT  
Training funds for Haley Mechanical in the amount of \$10,835.  
SUPPORT: Bill Rayl  
MOTION CARRIED

b. WDB RESOLUTION 22-13

A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING FUNDS FOR MMI ENGINEERED SOLUTIONS IN THE AMOUNT OF \$10,000

Sharon Miller call for a motion for to approve WDB Resolution 22-13.

MOTION: Rich Chang moved to approve PY 2022 IWT funds for MMI Engineered Solutions in the amount of \$10,000.

SUPPORT: Bill Rayl

MOTION CARRIED

c. WDB RESOLUTION 22-14

A RESOLUTION APPROVING THE FISCAL YEAR 2023 - OCTOBER 1, 2022 TO DECEMBER 31, 2023 PARTNERSHIP, ACCOUNTABILITY, TRAINING AND HOPE (PATH) PLAN AND ACCEPTANCE OF FUNDING IN THE AMOUNT OF \$3,396,049

Sharon Miller call for a motion to approve WDB Resolution 22-14.

MOTION: Rich Chang moved to approve the FY 2023 October 1, 2022 to December 31, 2023 PATH Plan and Acceptance of funding in the amount of \$3,396,049.

SUPPORT: Troy Reehl

Shamar Herron reviewed. Discussion.

MOTION CARRIED

6. Strategy and Committee Reports

a. Strategy Reports

Tina Matz provided update on Goal 4. Resource Diversification Discussion.

Richard Currie provided update on Goal 5. Board Engagement. Discussion

b. Operations Committee – September 26, 2022

Marcus James reported the committee did not meet since there were no pressing agenda items.

7. Directors Report

Shamar provided updates on program, state, federal and administration.

a. Real Estate Representative provided update on the proposals received for the new location of the Washtenaw Service Center. Discussion.

b. Shamar Herron reviewed the draft 2023 WDB Meeting Schedule and 2023 Executive Committee Meeting Schedule. Discussion.

c. Discussed the process for the Election of 2023 Officers and Executive Committee during the November 9, 2022 WDB meeting.

d. Discussed open Workforce Development Board seats.

8. Public Comment

Sharon Miller offered public comment. No Public Comment.

9. Adjournment

Sharon Miller call to adjourn the meeting.

MOTION: Troy Reehl moved to adjourn.

SUPPORT: Rich Chang

MOTION CARRIED

The Executive Committee meeting adjourned at 11:02 am.