

**JOINT MEETING MINUTES OF THE
MICHIGAN WORKS! SOUTHEAST CONSORTIUM
and
MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
September 13, 2023, In-Person**

**Comfort Inn, Village Conference Center, 1645 Commerce Park Drive, Chelsea, MI 48118
10:00 am – 12:00 Noon**

Call to Order – Consortium Board Chair, Karol “KZ” Bolton called the meeting to order at 10:07am

Call to Order – Workforce Development Board Chair, Richard Currie called the meeting to order at 10:07am

Roll call – Called by Executive Administrative Assistant, Michigan Works! Southeast, Marsha Meadows
Michigan Works! Southeast Consortium: Quorum present for In Person Consortium

Commissioners in attendance:

- Karol “KZ” Bolton – Lenawee County
- Doug Ingles - Hillsdale County,
- Douglas Helzerman - Livingston County
- Steve Lanius - Hillsdale County
- Caroline Sanders - Washtenaw County
- Ray Snell – Jackson County
- Jim Van Doren - Lenawee County

Commissioners not in attendance:

- Shannon Beeman- Washtenaw County
- Crystal Lyte (alternate) – Washtenaw County
- Wes Nakagiri - Livingston County
- Darius Williams - Jackson County

Roll Call – Called by Executive Administrative Assistant, Michigan Works! Southeast, Marsha Meadows
Michigan Works Southeast Workforce Development Board: Quorum present for In Person Workforce Development

Board Members in attendance:

- Richard Currie, Vice Chair - Hitachi Astemo Americas, Inc.
- Shantalita Bailey - Michigan Rehabilitation Services, DHHS
- Maria Birkett - Wacker Chemical Corporation
- Rich Chang - New Foundry
- Sean Duval - Golden Limousine International - VIA ZOOM
- James Hogan - Display Max Merchandising
- Marcus James - Stable Inc, LLC
- Tina Matz – Core Education – VIA ZOOM
- Katy Pek - Destination Ann Arbor
- Deb Polich - Creative Washtenaw, Artrain

- Bill Rayl-Michigan Manufacturers Association
- Troy Reehl - Hillsdale County ISD
- Jamal Robertson - DTE (Alternate for Molly Luempert-Coy)
- John Salyer - Ann Arbor Electrical JATC
- Philip Santer - Ann Arbor SPARK
- Brandon Tucker - Washtenaw Community College
- Jamie Vandenburg - Jackson College

Board Members not in attendance:

- Molly Luempert-Coy-DTE (Alternate Jamal Robertson was in attendance)
- Donald Germann - County National Bank
- Lee Graham - Operators Engineers 321
- Jeremiah "JJ" Hodshire - Hillsdale Hospital
- Tim Hutchins - HVALF
- Kevin Oxley - Jackson County ISD

Introductions:

Michigan Works! Southeast Staff in attendance:

- Shamar Herron, Executive Director, Michigan Works! Southeast
- Misty Shulters, Deputy Director, Michigan Works! Southeast
- Marsha Meadows, Executive Administrative Assistant, Michigan Works! Southeast
- Daniel Childs, Systems/Network Administrator, Michigan Works! Southeast
- Tim Pielack, Technology Specialist Michigan Works! Southeast
- Sara Kaye Larson, Communications Manager, Michigan Works! Southeast
- Lisa McAllister, Human Resource Manager, Michigan Works! Southeast
- Robin Aldrich, IT Manager, Michigan Works! Southeast – VIA ZOOM
- Chad Gibbs, Research and Education Manager, Michigan Works! Southeast
- Richard "Scotty" Scott, Business Services Manager, Michigan Works! Southeast
- Johnny Epps, Washtenaw Service Center Manager, Michigan Works! Southeast
- Dawn Awrey, Livingston Service Center Manager, Michigan Works! Southeast
- Ashley Vandebusch, Lenawee Service Center Manager, Michigan Works! Southeast
- Angela Watkins, Jackson Service Center Manager, Michigan Works! Southeast
- Sandy Vallance, Hillsdale Service Center Manager, Michigan Works! Southeast

Others in attendance included:

- Jim Donahue, Donahue & Associates, Consultants, Salary Structure, Compensation Study
- Jennifer Feldman, Donahue & Associates, Consultant, Compensation Study

Call to the Public:

- **None**

Approval of the Agenda – Consortium Board

Call for Consortium Board to move to approve the Agenda for 9.13.2023 Joint Board Meeting: KZ Bolton

MOTION: Doug Ingles

SUPPORT: Jim Van Doren

Call for Workforce Development Board move to approve the Agenda for 9.13.2023 Joint Board Meeting, Richard Currie

MOTION: John Salyer

SUPPORT: Troy Reehl

BOTH MOTIONS CARRIED AND APPROVED

Approval of the Minutes

Call for Consortium Board to move to approve the Minutes for June 20, 2023 Michigan Works! Southeast Consortium Board Meeting: KZ Bolton

MOTION: Ray Snell

SUPPORT: Douglas Helzerman

MOTION CARRIED

Call for Workforce Development Board to approve the Minutes for June 14, 2023 Michigan Works! Southeast Workforce Development Board Meeting: Richard Currie

MOTION: Brandon Tucker

SUPPORT: James Hogan

MOTION APPROVED

Consent Agenda – Workforce Development Board – Richard Currie

Call for Workforce Development Board to approve the Consent Agenda: Richard Currie

MOTION: Deb Pollich

SUPPORT: John Salyer

DISCUSSION: None

MOTION APPROVED

Resolutions for Consideration of the Workforce Development Board – Richard Currie

a. WDB RESOLUTION 23-01

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR ELCO ENTERPRISES, INC IN THE AMOUNT OF \$3,300.00

Call for Workforce Development Board to approve the WDB Resolution 23-01: Richard Currie

MOTION: Marcus James

SUPPORT: Deb Polich

Discussion: Shamar Herron stated straight forward, reviewed by Operations Committee led by Marcus, as well as the Executive Committee, any specific questions on any of these Incumbent Worker Training opportunities for our employers, I am more than willing to answer them.

Richard Currie pointed out graph outlining each proposal, relevant information on pages 1 and 2.

DISCUSSION OR QUESTIONS: None

MOTION CARRIED

ABSTENTIONS: NONE

b. WDB RESOLUTION 23-02

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT
FOR W2FUEL IN THE AMOUNT OF \$14,985.00

Call for Workforce Development Board to approve the WDB Resolution 23-02: Richard Currie

MOTION: Marcus James

SUPPORT: Rich Chang

ABSTENTIONS: NONE

DISCUSSION: NONE

MOTION CARRIED

c. WDB RESOLUTION 23-06

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT
FOR FAIRWAY PRODUCTS-ACME MILLS IN THE AMOUNT OF \$7,550.00

Call for Workforce Development Board to approve the WDB Resolution 23-06: Richard Currie

MOTION: Troy Reehl

SUPPORT: James Hogan

ABSTENTIONS: None

DISCUSSION: None

MOTION CARRIED

d. WDB RESOLUTION 23-07

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT
FOR CEI MATERIALS, LLC IN THE AMOUNT OF \$1500.00

Call for Workforce Development Board to approve the WDB Resolution 23-07: Richard Currie

MOTION: Rich Chang

SUPPORT: Marcus James

DISCUSSION: None

ABSTENTIONS: None

MOTION CARRIED

f. WDB RESOLUTION 23-09

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT
FOR DAPCO INDUSTRIES IN THE AMOUNT OF \$4,500.00

Call for Workforce Development Board to approve the WDB Resolution 23-09: Richard Currie

MOTION: James Hogan

SUPPORT: Rich Chang

DISCUSSION: None

ABSTENTIONS: None

MOTION CARRIED

e. WDB RESOLUTION 23-08

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR PLASTIC OMNIUM IN THE AMOUNT OF \$9,000.00

Call for Workforce Development Board to approve the WDB Resolution 23-08: Richard Currie

MOTION: Troy Reehl

SUPPORT: Rich Chang

DISCUSSION: None

ABSTENTIONS: NONE

MOTION CARRIED

KZ Bolton asked members to state last name when making a motion or supporting for the record.

Resolutions for Consideration of the Consortium Board: KZ Bolton

CB Resolution 23-04

A RESOLUTION APPROVING THE MWSE POLICY CHANGE TO THE PAY STRUCTURE SYSTEM ELIMINATING THE STEPS AND REPLACING ALL PAY RANGES AND EFFECTING HOW MERIT INCREASES ARE CALCULATED AND PERFORMANCE EVALUATION REVIEWS

Call for Consortium to approve the CB Resolution 23-04: KZ Bolton

MOTION: Doug Ingles

SUPPORT: Ray Snell

DISCUSSION: Shamar Herron stated we will have a presentation by Donahue and Associates, as well as, Lisa McAllister our HR Manager. They will pull up the presentation to allow all you all to have a better understanding before you make your vote.

Presentation: Jim Donahue (attached)

a. Jim Donahue of Donahue & Associates, LLC and Lisa McAllister HR Manager MWSE

Resolutions for Consideration by both the Consortium Board (CB) and the Workforce Development Board (WDB) 13-30

a. CB Resolution 23-01

A RESOLUTION APPROVING THE RECEIPT OF FUNDS FOR APPROPRIATION YEAR (AY) 2022 and 2023 GENERAL FUND/GENERAL PURPOSE FUNDING FOR EV JOBS ACADEMY AND TALENT ACTION TEAM IN THE AMOUNT OF \$625,603

Call for Consortium to approve the CB Resolution 23-04: KZ Bolton

MOTION: Ray Snell

SUPPORT: Douglas Helzerman

MOTION CARRIED

WDB Resolution 23-03

A RESOLUTION APPROVING THE RECEIPT OF FUNDS FOR APPROPRIATION YEAR (AY) 2022 and 2023 GENERAL FUND/GENERAL PURPOSE FUNDING FOR EV JOBS ACADEMY AND TALENT ACTION TEAM IN THE AMOUNT OF \$625,603

Call for Workforce Development Board to approve the WDB Resolution 23-04: Richard Currie
MOTION: Marcus James

SUPPORT: Rich Chang

DISCUSSION: Shamar Herron stated EV Jobs is for work with MEDC and we are excited about this work because we are going to be able to tandemly work not only with the MEDC which is the Michigan Economic Development corporation but we also have a very similar grant with the Workforce Intelligence Network (WIN) so we are going to being doing similar work and we have several grants with WIN. Brandon excuse me Mr. Tucker is a board member over at WIN with us and so we try to figure out how this works, between not only his college and Jackson College around the mobility space.

QUESTIONS: None

MOTION CARRIED

b. CB RESOLUTION 23-02

A RESOLUTION APPROVING THE RECEIPT OF FUNDS FOR MWA APPRENTICESHIP SUCCESS COORDINATORS (ASCs) and MWA REGISTERED APPRENTICESHIP PROGRAM (RAP) INTERMIDIARY FUNCTIONS FOR THE PERIOD OF APRIL 1, 2023 THROUGH JUNE 30, 2025, IN THE AMOUNT OF UP TO \$227,946.

Call for Consortium to approve the CB Resolution 23-04: KZ Bolton

MOTION: Jim Van Doren

SUPPORT: Ray Snell

WDB RESOLUTION 23-04

A RESOLUTION APPROVING THE RECEIPT OF FUNDS FOR MWA APPRENTICESHIP SUCCESS COORDINATORS (ASCs) and MWA REGISTERED APPRENTICESHIP PROGRAM (RAP) INTERMIDIARY FUNCTIONS FOR THE PERIOD OF APRIL 1, 2023 THROUGH JUNE 30, 2025, IN THE AMOUNT OF UP TO \$227,946.

Call for Workforce Development Board to approve the WDB Resolution 23-08: Richard Currie

MOTION: James Hogan

SUPPORT: Bill Rayl

DISCUSSION: Misty Shulters stated this is dedicated funds to support the staff time that goes into working with our employers that interested in apprenticeship programs as well as our nine to twelve-month goal of being able to offer intermediary services to those that are pursuing apprenticeship as a training plan for their business, so this is staff funding for the work that goes into that.

QUESTIONS: NONE

MOTION CARRIED

c. CB RESOLUTION 23-03

A RESOLUTION APPROVING THE RECEIPT OF FUNDS FOR MICHIGAN STATEWIDE TARGETED APPRENTICESHIP INCLUSIVE AND READINESS SYSTEM (MiSTAIRS)

PERIOD OF PERFORMANCE: JULY 1, 2023 THROUGH JUNE 30, 2025, IN THE AMOUNT OF UP TO \$173,606.

Call for Consortium to approve the CB Resolution 23-03: KZ Bolton

MOTION: Douglas Helzerman

SUPPORT: Jim Van Doren

WDB RESOLUTION 23-05

A RESOLUTION APPROVING THE RECEIPT OF FUNDS FOR MICHIGAN STATEWIDE TARGETED APPRENTICESHIP INCLUSIVE AND READINESS SYSTEM (MiSTAIRS)

PERIOD OF PERFORMANCE: JULY 1, 2023 THROUGH JUNE 30, 2025, IN THE AMOUNT OF UP TO \$173,606.

Call for Workforce Development Board to approve the WDB Resolution 23-08: Richard Currie

MOTION: Troy Reehl

SUPPORT: Marcus James

DISCUSSION:

Misty Shulters stated this is again funding to support staff time, there is a little bit of employer money in there perhaps for again apprenticeships but it is specific to offering apprenticeships to the targeted demographics and bringing in inclusiveness across the board with our apprenticeships. So, the marginalized community making sure there are systems in place to draw them into the workforce through apprenticeship programs.

Shamar stated Misty works with our Business Services Team who does a ton of the apprenticeship work, so that is why I want to make sure she is speaking from her space, having the knowledge base and doing the work along with Scotty.

QUESTIONS:

Douglas Helzerman how do we reach out to these people of need, or categories of need? Misty answered, so we have a lot of outreach activities involved which includes our team going into those communities, it includes providing resources to help draw them into the services that we also connect with. This pot of money is specific to that, but that is a part of all of our programming, is making sure that we are doing outreach and drawing in all of our communities.

ANSWER: Shamar stated each one of our Service Center Managers sits on the Human Service Boards in those counties so their sharing that information with many organizations who are working with those populations on top of the individuals that are coming into our spaces.

QUESTION:

Douglas Helzerman asked. Is one of those populations homeless? Is that one of the populations?

ANSWER: Uh huh, yes.

QUESTIONS: Marcus asked does this also include funds, to help them get up to a level to be able to get into an apprenticeship program?

ANSWER: Misty stated, that particular piece, I don't believe so, but the expectation is that we would leverage WIOA, which provides all those types of services and resources from remediation to barrier removal for success.

QUESTION:

I got a question, I don't know if this is pertinent to this but are all the apprenticeships DOL registered apprenticeships, actual apprenticeships with outcomes?

ANSWER: Misty stated they would be required to in order to benefit from any of these funding sources.

MOTION CARRIED

New Business –

a. Approval of New Workforce Development Board members

1) Pat Farver – Lenawee Now

2) Tim Hutchins Huron Valley Area Labor Federation (HVALF)

Call for Consortium to approve the CB Resolution 23-04: KZ Bolton

MOTION: Jim Van Doren

SUPPORT: Ray Snell

QUESTIONS: None

COMMENT: Jim Van Doren

I would just like to comment on Mr. Farver's appointment and you all know I have been with you for twenty some years. I started out at the county level and then went to workforce development, and economic development, and managing Lenawee Now. Patrick has been on our board, and he has had a business in Lenawee County, and a very active job in the county. I think he is just going to be a great member your team.

KZ echoed those stating she had worked with Pat before and on a project that we had that was repeating year after year, truly appreciate him and appreciate him and his wife for the things that they do in the community. So, thank-you Pat.

QUESTIONS: None

MOTION CARRIED

Presentations:

b. Deb Polich - Creative Washtenaw

ATTACHED

c. Shamar Herron/Misty Shulters - Executive Team

ATTACHED

Committee Reports (WDB): Richard Currie

Call for Workforce Development Board to approve the WDB Resolution 23-08: Richard Currie

c. Operations Committee – July 31, 2023 and August 28, 2023 - Marcus James

Notes in packet

d. Executive Committee – June 7, 2023, August 2, 2023 and September 6, 2023 Information meetings notes – Richard Currie

Covered prior

e. Nominations Committee – James Hogan

REPORT: James Hogan

James stated as in talking with Shamar over the last two months, one of things we identified for the nomination committee was trying to find private organizations in Washtenaw and Jackson county, which are the two that the gaps were opened up in. To try to fill gaps that Michigan Works! thought we had, Shamar's idea was to try to find attorneys and or accountants to help us get other insight into our board. So, I reached out, I identified forty of those folks, like twenty from Jackson and twenty from Washtenaw. Some of them I am cold calling, I am having a great struggle in finding people, sadly that even know who Michigan Works! is when I talk to them on the phone, which is kind of scary.

It is not netting a lot of results, and so the big ask that I have today for this group is, if you are familiar with accountants, attorneys, folks in that space, that you have relationship with, that you can connect me with, I would love that opportunity for a warmer handshake, so that they have a better understanding of what the goal of this organization is and hopefully they will have that burning desire to come in and help us. Any help from anyone in this room would be a great, a great deal of help with this.

DISCUSSION:

Richard Currie said thank you very much.

Rich Chang asked, it doesn't matter what county?

Shamar Herron answered that for the sake of the balance of the workforce board, we were hoping, because that's where the vacancies were at, in Washtenaw and Jackson. As I just told the commissioner, at a certain point we may have to discuss, and you all, as Executive Committee members, do we want to open it up more, if we continue to have these issues or do we want to stay focused on replacing and keeping the balance that was within the board.

Richard Currie said and yes, I too have quick comments on that. So, thank you very, very much, for your offering, I know that cold calling and doing all that is very difficult. But, you know, that it is really important that we've identified those vacancies, with those type of talent, because as we move forward, are community partners are always an important part of our board. But from the private sector some of those talents can augment the type of things that we do. Can help us long term not to say that we've got some people in Human Resources that can help with compensation or other things. But certainly, from an accounting and an attorney stand point. I also think that we need to be a little flexible on opening that up, if we get to that point. When we first put this together, Shamar and Marcus and a lot of us were involved. We had a lot of focus on equal representation, between the different communities that we serve and I think that is very, very important in principal. But we really act as one, I mean when we do things we act as one, and so having one or two out balance, I really don't think will affect this organization that greatly. That's a decision to be made by the executive team and Commissioners, obviously but I just think that having the right people is more important than some those. So, that is my only comments, so thank you very much, I know that is very difficult situation for you to do, but appreciate it, someone has to do it and I appreciate you doing it.

Other Items

a. Comments from Chairs (both boards)

Closing comments Workforce Development Board - Richard Currie

Thank you, Shamar for hosting a group of us, myself, and Brandon, and others at the Michigan Works! Conference, it was great, it was informative, I got to meet a lot of the staff, and other board members and spend time with them. So, I think just the value of that networking is terrific, so thank you very much for doing that and now we can encourage for next year for other board members to attend as well, so thank you.

Closing comments Consortium Board -Karol "KZ" Bolton

I've got two comments that I would make. Misty said that taking a look at the workforce development is nationwide, it is also organizational wide. This is the County News, newspaper that we get, and it says urban county leaders discuss workforce development and their looking for policy solutions from the national, from the federal. County governments employ more than one in fifty workers in America, but with an aging workforce, what some call the silver tsunami, and the cultural shift to a hybrid workplace local government employment is only one of two sectors that has not returned to pre-Covid levels. So, their looking to invest in the trades, in increasing federal investment in American workforce, modernizing the current national workforce development system and landscape, eliminate barriers to education and employment, and broadening access and strengthening the intergovernmental partnerships. So, that is on the county level two nationally. Plus, also, I would like to mention the Align Center for the Workforce Development, the training center is coming. The Align Center for Workforce Development will be a hub, not only for training and talent but also for

innovation and collaboration among businesses and those with resources. The benefits of this center are difficult to quantify and put into words but the impact on Lenawee County will be felt for decades to come. So, I truly appreciate this coming into our community. So, thank you.

Public Comment – Karol KZ Bolton

Douglas Helzerman stated he would like a short one, if he could. Michigan Works! advocates for jobs and each job requires adequate dependable energy. We need to advocate for a new sustainable power of sources available that is reliable before we abandon our tried and true energy system in Michigan. I know a boy cried wolf that’s kind of the climate change we’ve heard a lot of things about that, twelve years, we’re going to be crisis, we are at that twelfth-year mark now. Anyways, I think we need to advocate for adequate energy for our workforce. Thank you.

Karol “KZ” Bolton thanked Doug Ingles: Thank you so much for taking over her those couple of months I was off on medical, I truly appreciate your leadership in that, so thank-you.

Karol “KZ” Bolton advised the next meeting:

Michigan Works! Southeast Consortium – next meeting is November 17, 2023, 10:00am to 11:30am
Location is the Comfort Inn, Village Conference Center,1645 Commerce Park Drive,
Chelsea, MI 48118

Adjourn Michigan Works! Southeast Consortium –Karol KZ Bolton

Call for Consortium to adjourn: KZ Bolton

MOTION: Douglas Helzerman

SUPPORT: Ray Snell

MOTION CARRIED

Richard Currie advised the next meeting:

Michigan Works! Workforce Development Board – next meeting is November 8, 2023, 10am – 12noon
Location is the Comfort Inn, Village Conference Center,1645 Commerce Park Drive,
Chelsea, MI 48118

Adjourn Michigan Works! Southeast Workforce Development Board-Richard Currie

Call for Workforce Development Board to adjourn: Richard Currie

MOTION: Marcus James

SUPPORT: Rich Chang

MOTION CARRIED

Meeting Adjourned at 12:10 pm