

MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD- DRAFT MINUTES

January 8, 2025 | WASHTENAW AMERICAN JOB CENTER

1201 EAST ELLSWORTH, ANN ARBOR MICHIGAN 48108

10:00AM TO 11:30AM

1. Call to order – Richard “Rick” Currie, Board Chair

- Chair Richard Currie called the meeting to order at 10:05am

2. Roll Call

- Board members in attendance included:
 - Richard Currie
 - Rich Change
 - Shantalita Bailey (via Zoom)
 - Jamal Robertson
 - Sean Duval
 - Patrick Farver
 - Hernando Flowers
 - Jeremiah Hodshire (via Zoom)
 - Marcus James
 - Tim Hutchins
 - Bill Rayl
 - Philip Santer
 - Amber Collins
 - Muddasar Tawakkul
 - Brian Waite
 - Tina Matz
 - James Hogan
- Board members absent included:
 - Molly Luempert Coy
 - Donald Germann / Alternate Kurtis Condon
 - Deb Polich
 - Troy Reehl
 - John Salyer or alternate Steven Gulick
 - Brandon Tucker or alternate Rose Bellanca
- Others in attendance included:
 - Shamar Herron, Executive Director, MWSE
 - Misty Shulters, Deputy Director, MWSE
 - Angela Watkins, Service Center Manager, MWSE
 - Johnny Epps, Service Center Manager, MWSE
 - Ashley Vandenbusche, Service Center Manager, MWSE
 - Chad Gibbs, Research & Education Manager, MWSE
 - Robin Aldrich, IT Manager, MWSE (via Zoom)
 - Tim Pielack, Technology Specialist, MWSE
 - Kevin Hassenzahl, Systems/Network Administrator, MWSE

3. Introductions

- Chair Currie allowed time for introductions

4. Call to the Public – Rick Currie, Board Chair

- None

5. Approval of the Agenda

- M. James motioned to adopt agenda as presented. Supported by J. Robertson. Motion carried. Full board support, no opposition.

6. Approval of the Minutes of the November 13th, 2024 Michigan Works! Southeast Workforce Development Board meeting

- With the adjustment of the spelling of board member Brian Waite's last name, H. Flowers motioned to adopt meeting minutes as presented. P. Farver Supported. Motion carried. Full board support, no opposition.

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7. Consent Agenda

A. Incumbent Worker Training (IWT) Approvals

Company Name	Grant Amount Requested	# to be Trained, Training Name, Training Provider	County	Training Start Date
R&D Controls	\$4,000	<ul style="list-style-type: none">• 2 trainees• Solid Works Essential• Go Engineer	Hillsdale	1/20/2025
Jackson Area Transportation Authority	\$8,939	<ul style="list-style-type: none">• 7 trainees• Leading Edge Series• Jackson College	Jackson	1/13/2025
Diversified Engineering & Plastics	\$6,247	<ul style="list-style-type: none">• 3 trainees• CRX Series, Paulson Training Promolder 1• Fanuc Academy, TPC Certus	Jackson	2/4/2025
Peak Manufacturing	\$1,400	<ul style="list-style-type: none">• 1 trainee• HR Training SHRM• JAMA	Jackson	1/14/2025

Drushal Fabricating	\$14,250	<ul style="list-style-type: none"> • 11 trainees • Welding • JAMA 	Jackson	1/6/2025
Lotus Gardenscapes	\$3,838.68	<ul style="list-style-type: none"> • 3 trainees • CDL-A, Finance Master • Classic Driving, Jeffrey Scott Consulting 	Washtenaw	1/8/2025
Childcare Network Collaborative Group (various employers)	\$13,218.75	<ul style="list-style-type: none"> • 17 trainees • Community of Practice and Child Development Associate • Childcare Network 	Hilldale, Jackson, Lenawee	1/13/2025

- S. Duvall motioned to adopt consent agenda as presented. P. Santer Supported. Motion carried. Full board support. No opposition.

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

A. WDB RESOLUTION 24-17- A Resolution approving the Michigan Works! Southeast Workforce Board updated bylaws.

- M. James moved to adopt Resolution 24-17, supported by S. Duval.
- Director Herron provided an overview of the work completed on the bylaws.
- It was confirmed that the bylaw changes noted in the minutes had been implemented.
- The bylaw header requires an update to reflect the correct name.
- Discussion took place regarding board members' remote participation in meetings and their ability to count toward quorum and vote on action items. It was noted that this is governed by the Open Meetings Act (OMA), not MWSE.
- A question was raised regarding whether board members with an active request for a reasonable accommodation under the ADA could participate virtually and be counted toward quorum and voting. It was noted that Page 16 of the OMA handbook addresses this matter and references M.C.L. 395.81.
- The motion was called for a voice vote. The majority voted in favor, with one opposition. (S. Bailey) Motion carried.

9. Presentations- NONE

10. New Business

A. Strategic Plan

- The board discussed what developing a strategic plan looks like in the current climate, considering political uncertainty and funding instability. Director Herron emphasized the need to move forward cautiously given these uncertainties. The consensus was to develop a streamlined or "light" strategic plan rather than engaging a third-party firm to create an extensive plan with ambitious wish lists. Plan around the uncertainty in our strategic plan.

- The board suggested MWSE having contingency plans outlining specific actions for various funding cut scenarios. For example, if Scenario A occurs, steps A, B, and C should be taken; if Scenario B occurs, steps E, F, and G should be implemented. Director Herron has this on professional radar. The board recognizes this is MWSE's role, but are happy to support.

B. Upcoming year board meeting dates and times

- Workforce Development Board meetings will be held on the second Wednesday of January, March, May, June, September, and November in 2025 at 10:00am.
- The board discussed alternative meeting days and times to better accommodate members, but no changes were proposed at this time. Board leadership noted potential scheduling conflicts, which may require other members to step in and lead the agenda when necessary. The board agreed to collaborate as needed to ensure continuity within the meetings as needed.

11. Committee Reports

- No updates

12. Executive Director Report

- Director Herron provided a brief verbal update, outlining what to expect at the March joint meeting, an update on WIOA re-authorization, an update on the fiscal manager search, and a call for suggestions on potential speakers that would benefit the group. Additionally, a reminder was given that mileage can be reimbursed for travel. There will be a new board orientation on January 24th, 2025 for those interested.
- Deputy Director Shulters provided an update on the Going Pro Talent Fund awards, current goals, program performance to date, and upcoming programs and initiatives the organization will be involved in.

13. Public Comment

- S. Duval offered kudos to the staff for their assistance with the Going Pro Talent Fund.

14. Adjournment

- P. Santer motioned to adjourn. S. Duval supported. Motion carried. Meeting adjourned at 11:36am.

The next board meeting, a joint session of the Consortium Board and Workforce Development Board, will be held on March 12, 2025, at 10:00 AM at the Michigan Works! Southeast Washtenaw County American Job Center.