

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

January 27, 2022

The Macomb/St. Clair Workforce Development Board met in person and virtually at Verkuilen Building on Thursday, January 27, 2022, with 14 board members present during roll call to conduct a quorum and 5 members present virtually. The following members listed below joined:

AT ROLL CALL:

In Person

Dan Casey	Jason Dahl
Sharise Eckenrode	Larry Humphrey
David Jaraczewski	Jodie Kade
Michael Kramer	Melody Magee
William Peterson	Charles Shaw
Jodi Switalski	John Tucker
Shannon Williams	Shannon Cruickshank

Virtually

Christol James	Tanise Hill
James Sawyer	Maria Zardis
Ann Forester	

OTHERS PRESENT:

Justin Al-Igoe, Executive Director
Quentin Messer, Chief Executive Officer, Michigan
Economic Development Corporation
Christina Seibert, Recording Secretary

1. Call to Order

Vice-Chairperson Charles Shaw called the meeting to order at 3:20 p.m.

2. Roll Call

Roll call was taken with 14 members present to make quorum.

3. Hearing of the Public

There were no comments from the public.

4. Approval of Previous Minutes

**WILLIAM PETERSON MOVED TO APPROVE THE DECEMBER 2, 2021 MINUTES AS PRESENTED;
SUPPORT BY JODI SWITALSKI. MOTION CARRIED UNANIMOUSLY.**

**Macomb/St. Clair Workforce Development Board
January 27, 2022**

5. Chairperson's Report

Vice-Chairperson introduce new member Shannon Cruickshank to board.

6. Guest Speaker- Quentin Messer, Chief Executive Officer, Michigan Economic Development Corporation

Quentin Messer, Chief Executive Officer, presented information regarding the economic property fueled by workforce innovation and how the State is planning on encouraging companies to bring their organization to Michigan.

7. Consent Agenda

A. ADMINISTRATIVE COMMITTEE

a. Meeting of January 12, 2022

i. Recommendation to Approve

1. FY 22 Barrier Removal Employment Success (BRES) Grant
 - a. General Fund/General Purpose
 - b. Penalty and Interest
2. Position Change- Community Coordinator to "Accountant"
3. Sub-recipient Monitoring RFP
4. Michigan Works! System Plan
5. FY 22 TANF Refugee Budget

SHANNON WILLIAMS MOVED TO APPROVE THE CONSENT AGENDA FOR ADMINISTRATION COMMITTEE ITEMS, SUPPORT BY SHARISE ECKENRODE. MOTION CARRIED UNANIMOUSLY.

B. ONE-STOP COMMITTEE

a. Meeting of January 18, 2022

i. Recommendation to Approve

1. Modification of the Business Resource Network and Support Service Policies
2. FY 22 Barrier Removal Employment Services Grant and Program Plan
3. Service Center Certification
4. Communication Policy
5. One-Stop Operator Contract

MICHAEL KRAMER MOVED TO APPROVE THE CONSENT AGENDA FOR ONE-STOP COMMITTEE ITEMS, SUPPORT BY SHARISE ECKENRODE. MOTION CARRIED UNANIMOUSLY.

8. Items for Board Approval

A. Warren Service Center lease negotiation

The lease at the current Warren Service Center in Warren expires on 6/30/22. Due to facility operations including a much larger and functional space, a new site at the Comerica building located at 30500 Van Dyke in Warren, has been chosen to accommodate staff and customer needs. The building is almost 10,000 sq ft that provides reasonable charges for utilities. The landlord has offered a 10-year lease with a 7 year out clause for any reason. The initial year starts \$13.50 per square foot with a \$0.50 increase per year. Janitorial services are provided as part of the lease. No renovations will be charged to by the

Macomb/St. Clair Workforce Development Board

January 27, 2022

landlord.

WILLIAM PETERSON MOVED TO APPROVE WARREN SERVICE CENTER LEASE, SUPPORT BY SHANNON WILLIAMS. MOTION CARRIED UNANIMOUSLY.

9. Executive Director's Report

The board received a report from the Executive Director of items Macomb/St. Clair are working on for 2022. Macomb/St. Clair is requesting \$1 million in training funds to train 250 job seekers (\$4,000 each) in Electric Vehicles/Advanced Manufacturing, Information Technology and Broadband under the Good Jobs Challenge Grant. Other items listed in the report include: Contractor staff re-organization, strategic plan/benchmarking, Federal updates, State of Michigan updates, WIOA enrollment report, Service Center traffic report and FY21 WIOA and Wagner-Peyser Performance standard report.

10. Informational Items

Informational items were provided in the Executive Director's report.

11. Other Business

No new business was addressed.

12. Scheduling of Next Meeting

Scheduled for Thursday, February 24, 2022 @ 3:00 pm. Members will be notified regarding meeting notice and packets will be sent electronically moving forward.

13. Adjournment

WILLIAM PETERSON MOVED TO ADJOURN; SUPPORT BY SHARIES ECKENRODE. MOTION CARRIED. The meeting adjourned at 4:16 p.m.

Respectfully submitted,



Christina Seibert,
Recording Secretary