

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

December 2, 2021

The Macomb/St. Clair Workforce Development Board met in person for our Holiday dinner at Premier Center on Thursday, December 2, 2021, with 15 board members present during roll call to conduct a quorum. The following members listed below joined:

AT ROLL CALL:

Krista Barr	Dan Casey
Ken Dombrow	Sharise Eckenrode
Ann Forster	Jennifer Gavin
Reginal Griffin	Larry Humphrey
David Jaraczewski	LaMarr Jones
Michael Kramer	William Peterson
James Sawyer	Shannon Williams
Maria Zardis	

OTHERS PRESENT:

Justin Al-Igoe, Executive Director
John Paul Rea, Macomb County Deputy County Executive
Christina Seibert, Recording Secretary

1. Call to Order

Chairperson Jennifer Gavin called the meeting to order at 4:14 p.m.

2. Roll Call

Roll call was taken with 15 members present.

3. Hearing of the Public

There were no comments from the public.

4. Approval of Previous Minutes

WILLIAM PETERSON MOVED TO APPROVE THE OCTOBER 28, 2021 MINUTES AS PRESENTED; SUPPORT BY JAMES SAWYER. MOTION CARRIED UNANIMOUSLY.

5. Chairperson's Report

There were no items to discuss during Chairperson's report.

6. Consent Agenda

A. ONE-STOP COMMITTEE

- a. Meeting of November 16, 2021

**Macomb/St. Clair Workforce Development Board
December 2, 2021**

- i. Recommendation to Approve
 - 1. Trade Adjustment Assistance (TAA) Grant and Program Plan
 - 2. PATH Transitional Support Services Grant and Program Plan
 - 3. PATH Employment-Related Support Services Grant and Program Plan
 - 4. Budget and Plan Modification Policy (rename Board Modification Policy)

DAN CASEY MOVED TO APPROVE THE CONSENT AGENDA FOR ONE-STOP COMMITTEE ITEMS, SUPPORT BY SHANNON WILLIAMS. MOTION CARRIED UNANIMOUSLY.

7. Items for Board Approval

A. PATH Supportive Services Budget FY22

New budget allocations being presented to the board. Allocation of \$57,155 to be utilized for auto purchases (\$30,000) and auto related expenses (\$27,155).

ANN FORSTER MOVED TO APPROVE PATH SUPPORTIVE SERVICES BUDGET FY22, SUPPORT BY SHARISE ECKENRODE. MOTION CARRIED UNANIMOUSLY.

B. Integrated Education and Training (IET) Budget PY21

\$15,273 for Integrated Education and Training budget will be utilized for classroom training with \$12,373 and supportive services \$1,700 of budget to be spent.

WILLIAM PETERSON MOVED TO APPROVE INTEGRATED EDUCATION AND TRAINING (IET) BUDGET PY21, SUPPORT BY JAMES SAWYER. MOTION CARRIED UNANIMOUSLY.

C. One Workforce/Industry Infinity Budget FY22

\$351,770 for One Workforce/Infinity budget will focus on classroom training case management, employability skills and supportive services to be covered by this budget.

ANN FORSTER MOVED TO APPROVE ONE WORKFORCE/INDUSTRY INFINITY BUDGET FY22, SUPPORT BY MICHAEL KRAMER. MOTION CARRIED UNANIMOUSLY.

The following items listed from D-O are budget modifications that request board approval. Executive Director and Chairperson requested all board members in attendance to agree to review these changes and approve in one single vote. All members agreed to the single vote for items listed from D-O.

D. Senior Community Service Employment Program (SCSEP) Modification #1 Budget PY21
Technology costs of \$38,000, reduction of Administrative Costs of \$38,440 and furniture purchase.

E. PATH Modification #1 Budget FY22

Marketing cost of \$48,000 that was originally proposed was removed from the FY22 budget and utilized in other areas including transportation.

F. PATH State & Penalty Modification #1 Budget FY22

FY22 proposed budget shows \$272,511 increase for approved budget.

**Macomb/St. Clair Workforce Development Board
December 2, 2021**

G. WIOA Youth Program Modification #1 Budget PY21
PY19 additional allocation of \$16,171 towards PY21 budget with added stipends.

H. WIOA Adult Program Modification #1 Budget PY21
\$563,087 carry in from PY20 and PY19 for new modification budget of \$2,805,010.

I. WIOA Dislocated Worker Program Modification #1 PY21
Actual carry in of \$427,067 from PY20.

J. WIOA National Dislocated Worker Grant COVID-19 Disaster Recovery Project Modification
#1 Budget PY21
Proposed PY21 budget of \$213,053 ended with actual approved budget of \$233,000.

K. Administrative Cost Pool Modification #1 Budget PY21
The reduction of Administrative contribution to SCSEP program will be utilized for technology.

L. Wagner-Peyser (Employment Services) Modification #1 Budget PY21
Actual carry in from PY20 is \$570,000, removal of marketing funds and cost of new furniture.

M. Informational Technology & Computerization Modification #1 Budget PY21
Increase in salaries including additional hire. Cost for staff equipment (chairs).

N. Marketing/Web Communication Pool Modification #1 PY21
Removal of PATH contribution as they are directly referred for services and marketing services is not needed.

O. Going Pro Apprenticeships (GPA) Modification #1 PY21
50% of budget must be utilized for Classroom Training expenses.

SHANNON WILLIAMS MOVED TO APPROVE MODIFICATIONS LISTED FROM D-O, SUPPORT BY DAN CASEY. MOTION CARRIED UNANIMOUSLY.

8. Guest Speaker- John Paul Rea, Macomb County Deputy County Executive

John Paul Rea, Macomb County Deputy County Executive presented information regarding the economic property fueled by workforce innovation.

9. Executive Director's Report

The board received a report regarding Unemployment Insurance Agency (UIA) re-instating worker registration that started November 8th allowing for two options to the application. UI applicants can register for work in-person at Michigan Works! or they can opt for virtual option that allows them to register over the phone/video call. Applicants have a 10-day window to register after filing for UIA claims for the first time. Executive Director mentioned that our Warren location lease is up in June 2022. Staff have looked at a couple potential properties that will offer better space, structure, parking, and other amenities. Executive Director plans on having a proposal brought to the board before the January 2022 meeting for further discussion.

**Macomb/St. Clair Workforce Development Board
December 2, 2021**

10. Informational Items

- A. Administration Modification #1 Budget PY21
- B. One-Stop Operator Report

Report from One-stop Operator, Frank Taylor Group.

- C. Success Stories

11. Other Business

No new business was addressed.

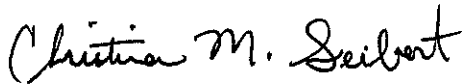
12. Scheduling of Next Meeting

Scheduled for Thursday, January 27, 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 5:25 p.m.

Respectfully submitted,



Christina Seibert,
Recording Secretary