

**MINUTES OF THE  
WORKFORCE DEVELOPMENT BOARD**

March 23, 2022

The Macomb/St. Clair Workforce Development Board met in person and virtually at Macomb Community College Center Campus on Wednesday, March 23, 2022, with 13 board members present during roll call, 2 board members arrived after roll call to reach 5 members to conduct a quorum with 4 members present virtually. The following members listed below joined:

**AT ROLL CALL:**

**In Person**

Krista Barr	Dan Casey
Shannon Cruickshank	Jason Dahl
Ann Forster	Jan Harrington-Davis
Larry Humphrey	Christol James
LaMarr Jones	William Peterson
Charles Shaw	John Tucker
Shannon Williams	

**AFTER ROLL CALL:**

Sharise Eckenrode	Maria Zardis
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**Virtually**

Reginal Griffin	Damon Hawkins
Jodi Switalski	Jodi Kade

**OTHERS PRESENT:**

Justin Al-Igoe, Executive Director  
Mary Carter, Learning Designs  
Christina Seibert, Recording Secretary  
Thomas Heuenman, LEO BSBP

**1. Call to Order**

Vice Chairperson Charles Shaw called the meeting to order at 3:06 p.m.

**2. Roll Call**

Roll call was taken with 13 members, after roll call 2 members arrived allowing 15 members to be present and conduct quorum.

**3. Hearing of the Public**

There were no comments from the public.

**4. Approval of Previous Minutes**

**WILLIAM PETERSON MOVED TO APPROVE THE FEBRUARY 24, 2022 MINUTES AS PRESENTED; SUPPORT BY DAN CASEY. MOTION CARRIED UNANIMOUSLY.**

**5. Chairperson's Report**

Vice Chair, Charles Shaw introduced new appointed board member Jan Harrington-Davis who is Vice President of Talent Acquisitions and Workforce Diversity with Henry Ford Health Systems.

**6. Items for Board Approval**

**A. Closing the Skills Gap Budget**

Recommendation to approve budget carry in funds from FY21 into FY22.

**DAN CASEY MOVED TO APPROVE CLOSING THE SKILLS GAP BUDGET, SUPPORT BY SHANNON WILLIAMS. MOTION CARRIED UNANIMOUSLY.**

**B. Fiscal Year 2022 Infrastructure Budgets**

Recommendation to approve all 5 service centers infrastructure costs. Mt. Clemens saw an increase revenue for Migrant Seasonal workers and a proposed budget of \$191,600. Roseville and Port Huron saw a small increase with a proposed budget of \$273,350 for Roseville and \$231,525 for Port Huron. The Warren location does have \$16,000 increase in their proposed budget; however, this is due to switching locations and ordering furniture. Warren's proposed budget is \$178,305. Lastly, the Clinton Township location proposed budget is \$525,600 with rental fees increased.

**WILLIAM PETERSON MOVED TO APPROVE FISCAL YEAR 2022 INFRASTRUCTURE BUDGETS, SUPPORT BY SHARISE ECKENRODE. MOTION CARRIED UNANIMOUSLY.**

**C. Going Pro Talent Fund Budget**

Macomb/St. Clair received \$1,749,052 for FY22 for the Going Pro Talent Fund. This is \$465,803 decrease in funds from FY21, however still plenty of companies were awarded with funds.

**SHANNON WILLIAMS MOVED TO APPROVE GOING PRO TALENT FUND BUDGET, SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.**

**7. Annual Goal Tracking Presentation- Justin Al-Igoe**

Executive Director, Justin Al-Igoe presented an annual goal tracking that focuses on Program Outcomes, Monitoring Outreach and Professional Development. Each category will be graded to show current standards and ways to improve for the next year.

**8. Career and Technical Education- Shannon Williams**

Shannon Williams presented an overview regarding Career and Technical Education and the Perkins Grant.

**9. Executive Director's Report**

The board received a report from the Executive Director for the March meeting. Board members interested in attending the annual Michigan Works! Association Conference held 9/11-9/13 will notify

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Justin or Christina Seibert. Deputy Director selection process has begun, and 4 candidates have been selected for interview. Based on schedules, the process should be complete with a Deputy Director chosen and presented at the next board meeting. Other items listed in the report include: WIOA enrollment report and Service Center traffic report.

**10. Informational Items**

Executive Director, Justin Al-Igoe informed board members that Macomb/St. Clair was awarded \$184,996 for FY Young Professionals Grant. Single Audits that happen within Macomb County organization has taken place with no issues for Macomb/St. Clair.

**11. Other Business**

Mary Carter, Learning Designs was introduced as new One-Stop Operator having replaced the Frank Taylor Group who resigned in February 2022.

**12. Scheduling of Next Meeting**

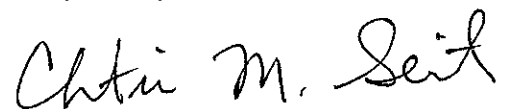
Scheduled for Thursday April 28, 2022 @ 3:00 pm being held at the Verkuilen Building. Members will be notified regarding meeting notice and packets will be sent electronically moving forward.

**13. Adjournment**

**WILLIAM PETERSON MOVED TO ADJOURN; SUPPORT BY DAN CASEY. MOTION CARRIED.**

The meeting adjourned at 4:01 p.m.

Respectfully submitted,



Christina Seibert,  
Recording Secretary