

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

August 26, 2021

The Macomb/St. Clair Workforce Development Board met virtually on Thursday August 26, 2021, with 16 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	Jennifer Gavin
Linsey Hoover	Larry Humphrey
Christol James	David Jaraczewski
Peter Keating	Michael Kramer
William Peterson	James Sawyer
Charles Shaw	Shannon Williams
Jodi Kade	Melody Magee

AFTER ROLL CALL:

Lamarr Jones

OTHERS PRESENT:

Justin Al-Igoe, Executive Director
Michele Ureste, WIN
Christina Seibert, Recording Secretary

1. Call to Order

Chairperson Mike Kramer called the meeting to order at 3:01 p.m.

2. Roll Call

Roll call was taken with 16 members present.

3. Approval of Previous Minutes

CHARLES SHAW MOVED TO APPROVE THE JUNE 25, 2021 MINUTES AS PRESENTED; SUPPORT BY JAMES SAWYER. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Mr. Kramer introduced new board member Jodi Kade representing private sector from Paslin.

5. Consent Agenda

A. ADMINISTRATIVE COMMITTEE

- a. Meeting of August 11, 2021
 - i. Recommendation to Approve
 1. Budgets

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- a. Mi-Leap grant
 - b. State Apprenticeship Expansion (SAE) grant
 - c. Reemployment Services and Eligibility Assessment grant
 - d. Workforce Infinity
 - e. Barrier Removal Employment Success (BRES) grant
 - i. General Fund/General Process
 - ii. Penalty and Interest
 - f. FY 2020 WIOA Dislocated Worker Mod #2
2. Position change/creation
 - a. Position Change- Computer Tech III
 - b. MIS and Special Projects Specialist salary change
 3. Appoint CEAC members

WILLIAM PETERSON MOVED TO APPROVE THE CONSENT AGENDA FOR ADMINISTRATIVE COMMITTEE ITEMS, SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

B. ONE-STOP COMMITTEE

- a. Meeting of August 17, 2021
 - i. Recommendation to Approve
 1. MiLeap Plan and Grant Approval
 2. State Apprenticeship Expansion (SAE) Grant Approval
 3. Reemployment Services and Eligibility Assessment (RESEA) Plan and Grant Approval
 4. Workforce Infinity Grant Approval
 5. Barrier Removal and Employment Success (BRES) Plan and Grant Approval
 6. Lakeshore Schools Contract Modification
 7. PATH Service Provider Selections
 8. WIOA Policy Change
 - a. WIOA Adult Eligibility
 - b. Basic Skills Deficiency

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

C. CEAC/YOUTH COMMITTEE

- a. Meeting of August 24, 2021
 - i. Recommendation to Approve
 1. CEAC BY-LAWS

SHANNON WILLIAMS MOVED TO APPROVE THE CONSENT AGENDA FOR CEAC/YOUTH COMMITTEE ITEMS, SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

6. Items for Board Approval

- A. Proposed changes to Macomb/St. Clair Workforce Development Board By-laws. Changes to by-laws include current appointments move from September – August to July 1 – June 30 reflecting the fiscal calendar year. Allow for "virtual" attendance to include phone and video conference. Revision of attendance policy to state that attendance of at least 50% of meetings is required or dismissal from the Board may be considered.

CHARLES SHAW MOVED TO APPROVE CHANGES OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD BY LAWS, SUPPORT BY DAN CASEY. MOTION CARRIED UNANIMOUSLY.

- B. Trade Economic Transition Dislocated Worker Grant showed Macomb/St. Clair received \$100,000

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in PY 20 with \$121,000 received for PY 21. The main items utilizing funds for this budget is Classroom with \$60,000, On-the-Job Training with \$25,000 and case management with \$25,000.

JAMES SAWYER MOVED TO APPROVE PY 2021 TRADE ECONOMIC TRANSITION DISLOCATED WORKER GRANT AND BUDGET APPROVAL, SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.

C. BRN Budget Modification #1 request approval of \$136,225.00 to be spent from carry over of \$160,000 for program.

DAN CASEY MOVED TO APPROVE PY 2021 BRN BUDGET MODIFICATION #1, SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

7. Guess Speaker

Michele Ureste from WIN Intelligence presented Q2 2021 Labor Market Information for both Macomb and St. Clair counties.

8. Executive Director's Report

The board received a report regarding Fiscal Year 2021 WIOA enrollment tracker, Unemployment Insurance (UI) work registration update, individual development account program cycle II monitoring and staff changes.

9. Informational Items

- A. Service Center Visitor Report
- B. FY 20 WIOA Outcomes
- C. Cycle II Monitoring Findings
- D. One-Stop Operator Report
- E. Success Stories

10. Other Business

- A. Recruitment for Committee Members- seeking additional members for our One-Stop Committee.

11. Hearing of the Public

There were no comments from the public.

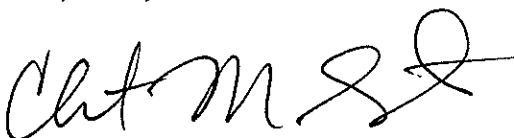
12. Scheduling of Next Meeting

The next general meeting is tentatively scheduled for 3:00 pm, Thursday, September 23, 2021. Depending on the pandemic this meeting may be held in person or virtually. Members will be notified regarding meeting notice of in person or virtually, and packets will be sent electronically moving forward.

13. Adjournment

WILLIAM PETERSON MOVED TO ADJOURN; SUPPORT BY PETER KEATING. MOTION CARRIED. The meeting adjourned at 4:04 p.m.

Respectfully submitted,



Christina Seibert,
Recording Secretary