

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

August 24, 2023

The Macomb/St. Clair Workforce Development Board met in person at Michigan Works! Clinton Township Career Center on Thursday, August 24, 2023, with 15 board members present during roll call, 6 board members arriving after roll call to reach 21 members, to meet quorum. The following members listed below joined:

**AT ROLL CALL:
In Person**

Krista Barr	Dan Casey
Shannon Cruickshank	Jennifer Gavin
Lori Godfrey	Reginal Griffin
Christol James	William Peterson
Karen Rosinski	James Sawyer
Charles Shaw	Nathanial Shrapnell
Brianne Steele	John Tucker
Maria Zardis	

AFTER ROLL CALL:

Jason Gruenwald	Tanise Hill
LaMarr Jones	Jodi Kade
Melody Magee	Shannon Williams

OTHERS PRESENT:

Justin Al-Igoe, Executive Director
Christina Seibert, Recording Secretary
Kandyce Smith, Deputy Director
Lauren Lowell, Henry Ford Health System
Thomas Heuerman, BSBP State of Michigan

1. Call to Order

Chairperson Jennifer Gavin called the meeting to order at 3:05 p.m.

2. Roll Call

Roll call was taken with 15 members. After roll call 6 members arrived for a total of 21 members to be present allowing quorum.

3. Hearing of the Public

Lauren Lowell from Henry Ford Health System and Thomas Heuerman from Bureau Service of Blind Person introduced themselves.

4. Approval of Previous Minutes

**WILLIAM PETERSON MOVED TO APPROVE MAY 25, 2023 AND JUNE 29, 2023 AS PRESENTED;
SUPPORT BY JAMES SAWYER. MOTION CARRIED UNANIMOUSLY.**

5. Chairperson's Report

Chairperson, Jennifer Gavin introduced new board members Jason Gruenwald.

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6. Consent Agenda

A. Administrative Committee

a. Meeting of August 8, 2023

- i. Recommendation to Approve
 1. Apprenticeship Manager grade change
 2. Program Assistant re-designation
 3. Apprenticeship Specialist position creation
 4. Board modification policy- contracts
- ii. Budgets for approval/modifications
 1. PY 2023 WIOA Adult
 2. PY 2023 WIOA Dislocated Worker
 3. PY 2023 WIOA Youth
 4. Apprenticeship Success Coordinator (funded by SWA 2022)
 5. Going Pro Talent Fund modification #1
 6. CY 2022 RESEA modification #1
 7. FY 2022 WIOA Adult modification #2
 8. FY 2022 WIOA Dislocated Worker modification #2
 9. PY 2023 Apprenticeship Building America
 10. PY 2023 Administrative Cost Pool
 11. PY 2023 Apprenticeship Program Pool
 12. PY 2023 Capacity Building & Professional Development
 13. PY 2023 Career Events
 14. PY 2023 Customer Relationship Management
 15. PY 2023 Early Childhood Apprenticeship
 16. PY 2023 EV Future Mobility and Electrification Michigan Electric Vehicles Job Academy and Talent Action Team
 17. PY 2023 Technical Program Pool
 18. PY 2023 Local Administration
 19. PY 2023 Michigan Electric Vehicle Jobs Academy
 20. PY 2023 Michigan Learning and Education Advancement Program
 21. PY 2023 Michigan Registered Apprenticeship Innovation Network (MIRAIN)
 22. PY 2023 Michigan Statewide Targeted Apprenticeship Inclusive and Readiness System (MiSTAIRS) Funded by SWA 2023
 23. PY 2023 MiSTAIRS WIOA
 24. PY 2023 Michigan Youth Apprenticeship Readiness Network (MiYARN)
 25. PY 2023 Michigan Works! Career Center Support & Program Pool
 26. PY 2023 Receptionist Pool
 27. PY 2023 Senior Community Service Employment Program (SCSEP)
 28. PY 2023 Young Professionals Administration
 29. PY 2023 Youth Coordination Pool
 30. PY 2023 Wagner-Peyser
 31. PY 2023 Wagner-Peyser Michigan Works! Career Center Support
 32. PY 2023 Infrastructure Cost
 - a. Clinton Township
 - b. Mt. Clemens
 - c. Port Huron
 - d. Roseville
 - e. Warren

B. One-Stop Committee

a. Meeting of June 20, 2023

- i. Recommendation to Approve
 1. Service Center janitorial contracts
 2. FY 23 Workforce Innovation and Opportunity Act (WIOA) grant acceptance
 3. FY 23 Wagner-Peyser Employment Services grant acceptance

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4. WIOA Career and Experience events grant acceptance
5. Customer Relationship Management grant acceptance
6. Capacity Building and Professional Development grant acceptance
7. Electric Vehicle Jobs Academy grant acceptance
8. Apprenticeship Success Coordinator grant acceptance

b. Meeting August 15, 2023

- i. Recommendation to Approve
 1. Employment Training & Design, Inc. contract extension
 2. Lake Shore Public Schools contract extension
 3. Macomb/St. Clair Employment and Training Agency contract modification
 4. Reemployment Services and Eligibility Assessment grant acceptance
 5. Michigan Statewide Targeted Apprenticeship Inclusive and Readiness System (MiSTAIRS) grant acceptance
 6. Southwest Economic Solutions Memorandum of Understanding approval
 7. Salvation Army Harbor Light Memorandum of Understanding approval
 8. MOU approval

**DAN CASEY MOVED TO APPROVE ALL CONSENT AGENDA ITEMS, SUPPORT BY CHARLES SHAW.
MOTION CARRIED UNANIMOUSLY.**

7. Discussion Items

- A. Update on budget situation
- B. Michigan Works! structure
- C. Quarterly Report (Fiscal Year 2022 completion)

8. Executive Director's Report

The board received a report from the Executive Director on federal, state and agency updates. Other items listed in the report include: WIOA enrollment report and Service Center traffic report.

9. Other Business

Partnership, Accountability, Training and Hope (PATH) TANF budget modification was presented to the board. Since this was less than 10% change in funds, a vote to approve is not needed.

10. Scheduling of Next Meeting

Scheduled for Thursday, September 28, 2023 @ 3:00 pm being held at the Michigan Works! Clinton Township Career Center. Members will be notified, and packets will be sent electronically.

11. Adjournment

The meeting adjourned at 4:18 p.m.

Respectfully submitted,

Christina Seibert

Christina Seibert,
Recording Secretary