

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

May 25, 2023

The Macomb/St. Clair Workforce Development Board met in person at Michigan Works! Clinton Township Career Center on Thursday, May 25, 2023, with 17 board members present during roll call, 6 board members arriving after roll call to reach 23 members, to meet quorum. The following members listed below joined:

**AT ROLL CALL:
In Person**

Karen Arondoski	Dan Casey
Shannon Cruickshank	Larry Humphrey
Jennifer Gavin	LaMarr Jones
William Peterson	James Sawyer
Charles Shaw	Brianne Steele
Nathanial Shrapnell	John Tucker
Karen Rosinski	Shannon Williams
Krista Barr	Loree Godfrey
Ken Dombrow	

AFTER ROLL CALL:

Christol James	Christine Taylor
Sharise Eckenrode	Jodi Kade
Melody Magee	Maria Zardis

OTHERS PRESENT:

Justin Al-Igoe, Executive Director
Christina Seibert, Recording Secretary
Kandyce Smith, Deputy Director

1. Call to Order

Chairperson Jennifer Gavin called the meeting to order at 3:02 p.m.

2. Roll Call

Roll call was taken with 17 members. After roll call 6 members arrived for a total of 23 members to be present allowing quorum.

3. Hearing of the Public

There were no comments from the public.

4. Approval of Previous Minutes

WILLIAM PETERSON MOVED TO APPROVE MARCH 23, 2023 AS PRESENTED; SUPPORT BY CHALRES SHAW. MOTION CARRIED UNANIMOUSLY.

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5. Chairperson's Report

Chairperson, Jennifer Gavin introduced new board members Nathaniel Shrapnell and Karen Rosinski.

6. Consent Agenda

- A. Administrative Committee
 - a. Meeting of May 9, 2023
 - i. Recommendation to Approve
 - 1. FY23 WIOA required partner MOU's
 - 2. Learning Designs, INC (LDI) contract extension
 - 3. FY23 Chafee (Summer Youth) budget
 - 4. Accountant position
 - 5. CEAC appointment- Mark Muzzin, MISD
- B. One-Stop Committee
 - a. Meeting of May 16, 2023
 - i. Recommendation to Approve
 - 1. Skilled Immigrant Integration grant fund acceptance

SHANNON WILLIAMS MOVED TO APPROVE ALL CONSENT AGENDA ITEMS, SUPPORT BY JAMES SAWYER. MOTION CARRIED UNANIMOUSLY.

7. Items for Board Approval

- A. Career Education Advisory Council appointments

Several current CEAC members are scheduled to have their terms expire on 6/30/2023. All members whose term are ending are involved committee members and have requested to be re-appointed.

Name:	Sector	End of Term
Christol James	WDB board member	6/30/25
Melody Magee	WDB board member	6/30/26
Eric Bradbury	Integrated System Technology	6/30/25
William Peterson	WDB board member	6/30/26
Don Hutchinson	Macomb Community College	6/30/26
Pat Yanik	St. Clair RESEA	6/30/25

JAMES SAWYER MOVED TO APPROVE CEAC RE-APPOINTMENTS, SUPPORT BY MARIA ZARDIS. MOTION CARRIED UNANIMOUSLY.

- B. PY22 MiYARN modification #1

Modification of \$281,310 being proposed grant extension for program year 2022 (April 1, 2023 through June 30, 2023).

WILLIAM PETERSON MOVED TO APPROVE PY22 MIYARN MODIFICATION #1, SUPPORT BY JOHN TUCKER. MOTION CARRIED UNANIMOUSLY.

- C. PY22 MiRAIN modification #1

Modification of \$408,385 being proposed grant extension for program year 2022 (April 1, 2023 through June 30, 2023).

WILLIAM PETERSON MOVED TO APPROVE PY22 MIRAIN MODIFICATION #1, SUPPORT BY DAN CASEY. MOTION CARRIED UNANIMOUSLY.

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8. Election of Officers

William Peterson opened the floor to nominations for the election of officers.

- A. JENNIFER GAVIN WAS NOMINATED FOR CHAIR.** Ms. Gavin accepted the nomination as there were no other nominations. **JENNIFER GAVIN WAS UNANIMOUSLY ELECTED AS CHAIR OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD.**

- B. CHARLES SHAW WAS NOMINATED FOR VICE-CHAIR.** Mr. Shaw accepted the nomination as there were no other nominations. **CHARLES SHAW WAS UNANIMOUSLY ELECTED AS VICE-CHAIR OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD.**

9. Discussion Items

- A. CDL Class A Customized Training
- B. Strategic Plan update
 - a. Non-profit
- C. Mt. Clemens Career Center

10. 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.

11. Other Business

No other business was discussed.

12. Scheduling of Next Meeting

Scheduled for Thursday, June 29, 2023 @ 4:00 pm being held at the Voyageur Restaurant. Members will be notified, and packets will be sent electronically.

13. Adjournment

The meeting adjourned at 4:28 p.m.

Respectfully submitted,

Christina Seibert

Christina Seibert,
Recording Secretary