

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

December 12, 2024

The Macomb/St. Clair Workforce Development Board met in person at Aspen Restaurant on Thursday, December 12, 2024, with 15 board members present during roll call, 1 board members arriving after roll call to reach 16 members, to meet quorum. The following members listed below joined:

IN-PERSON ROLL CALL:

KAREN ARONDOSKI	KRISTA BARR
DAN CASEY	SHANNON CRUICKSHANK
JENNIFER GAVIN	TANISE HILL
JODI HENRY	MELODY MAGEE
VICKY ROWINSKI	JAMES SAWYER
CHARLES SHAW	BRIANNE STEELE
CATHERINE SUSKO	SHANNON WILLIAMS
DEBBY WOLFE	

AFTER ROLL CALL:

JASON GRUENWALD	

OTHERS PRESENT:

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

1. Call to Order

Chairperson Jodi Henry called the meeting to order at 4:10 pm.

2. Roll Call

Roll call was taken with 15 members. After the roll call, 1 member arrived, and a total of 16 members were present, allowing a quorum.

3. Guest Introductions

Mark Hackel, County Executive, Macomb County and John Paul Rea, Deputy County Executive, Macomb County

4. Hearing of the Public

No hearing from the public.

5. Approval of Previous Minutes

DAN CASEY MOVED TO APPROVE OCTOBER 24, 2024; MINUTES AS PRESENTED; SUPPORTED BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

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TO: Macomb/St. Clair Workforce Development Board
FR: Jodi Henry, Chair
RE: Workforce Development Board Meeting
DA: December 12, 2024
Continued

6. Chairperson Report

No updates from the chairperson.

7. Guest Speaker- Mark Hackel, County Executive, Macomb County and John Paul Rea, Deputy County Executive, Macomb County

Both discussed updates of projects and growth happening within Macomb County

8. Consent Agenda

A. Administrative Committee

- a) Meeting November 19, 2024
- b) Recommendation to Approve
 1. Tuition Reimbursement Policy

B. One-Stop Committee

- a) Meeting November 19, 2024
- b) Recommendation to Approve
 1. Youth Program Assistant contract position

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

9. Board Action Items

A. Grant acceptance and budget approval

- a) FY 2025 PATH and Penalty Interest

Approve the budget of \$4,876,390 for participant services, Michigan Works! Service Center, Infrastructure cost, and job readiness from 10/1/24 through 9/30/25. Approve the budget of \$332,918 for job readiness from 10/1/24 through 12/31/25 regarding penalty and interest.

- b) FY 2025 PATH Refugee

Approve the budget of \$48,790 for job readiness from 10/1/24 through 12/31/25.

- c) FY 2025 PATH Transitional Support Services

Approve the budget of \$74,652 for support services from 10/1/24 through 9/30/25.

B. Incumbent Worker Policy

Macomb/St. Clair Michigan Works! is looking to implement Incumbent Worker Training (IWT). IWT uses WIOA Adult and Dislocated Worker funds to pay for credentialed training for currently employed workers. The aim of this program is to “upskill” current employees to avoid layoffs and/or earn them a promotion/raise with their employer. The following general outline will be utilized:

- Small employers (less than 50 employees) that applied for but not awarded Going Pro Talent Fund will be given priority
- Employees to be trained must be working full time, eligible to work in the U.S. and at least 18 years of age
- Employees to be trained must be making less than \$20/hour and are expected to receive at least a \$2/hour raise if training completed
- Average cost per employee trained should not exceed \$2,000

- A 50% of the grant award “match” is required and this can include wages paid to employees to attend training, cost for training, lost productivity, etc...

C. Champion PEO agreement approval

Approve an agreement with Champion PEO to provide payroll and related services for Youth participants and contracted Board staff through 9/30/2025 in the approximate amount of \$25,000.

TANISE HILL MOVED TO APPROVE ALL BOARD ITEMS LISTED A-C, SUPPORTED BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

10. Discussion Items

- A. Wok Registration information
- B. WIOA Performance Standards- last 5 years
- C. WIOA Performance Standards vs. other Michigan Works! Agencies

11. Executive Director’s Report

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

12. Informational Items

- A. Procurement Policy update
- B. GoingPro Talent Fund Cycle 1 update

13. Other Business

No new business was discussed.

14. Scheduling of Next Meeting:

The meeting will be held at Michigan Works! Clinton Township Career Center on Thursday, January 23, 2025, at 3:00 pm. Members will be notified, and packets will be sent electronically.

15. Adjournment

The meeting adjourned at 5:05 p.m.

Respectfully submitted,

Christina Seibert

Christina Seibert,
Recording Secretary

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