

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

March 28, 2024

The Macomb/St. Clair Workforce Development Board met in person at Michigan Works! Clinton Township Career Center on Thursday, March 28, 2024, with 16 board members present during roll call, 3 board members arriving after roll call to reach 19 members, to meet quorum. The following members listed below joined:

AT ROLL CALL:

In Person

Karen Arondoski	Linda Azar
Krista Barr	Dan Casey
Shannon Cruickshank	Jennifer Gavin
Lori Godfrey	Jason Gruenwald
David Jaraczewski	Jodi Kade
Karen Rosinski	Charles Shaw
Nathanial Shrapnell	Brianne Steele
Shannon Williams	Catherine Susko

AFTER ROLL CALL:

Tanise Hill	William Peterson
Melody Magee	

OTHERS PRESENT:

Justin Al-Igoe, Executive Director
Christina Seibert, Recording Secretary
Kandyce Smith, Deputy Director
Kimberly Prusak, Program Coordinator
Colin Miller, Business Services Coordinator
Paige Trapasso, M/SCETA
Jennifer Napper, Macomb County HR
Paul Blatt, Gesher

1. Call to Order

Chairperson Jennifer Gavin called the meeting to order at 3:07 p.m.

2. Roll Call

Roll call was taken with 16 members. After roll call 3 members arrived for a total of 19 members to be present allowing quorum.

3. Hearing of the Public

No hearing from the public.

4. Approval of Previous Minutes

CHARLES SHAW MOVED TO APPROVE FEBRUARY 23, 2024, MINUTES AS PRESENTED; SUPPORT BY CATHERINE SUSKO. MOTION CARRIED UNANIMOUSLY.

5. Chairperson's Report

No updates at this time.

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6. Consent Agenda

A. Administrative Committee

a. Meeting of March 12, 2024

i. Recommendation to Approve

1. Staff pay grade changes
2. Lead Accountant position creation
3. FY 24 Summer Youth Employment Program (SYEP) budget
4. CY 24 Global Epicenter for Mobility (GEM) budget
5. PY 24 (Appropriation Year 2021-2022) WIOA Statewide Funds budget
6. CY 24 Baller Group budget
7. PY 24 DOL-ETA Community Projects budget

B. Administrative Committee

a. Meeting of March 19, 2024

i. Recommendation to Approve

1. Summer Youth Employment Program grant acceptance
2. 2021/2022 WIOA Statewide grant acceptance
3. Global Epicenter for Mobility grant acceptance

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

7. Board Approval

A. WIOA/TAA Case Management Contract award

Responses Received for PY 2024 WIOA Adult/Dislocated Worker and TAA Program Services RFP.

Proposer Name	Total # of Direct Staff Requested	Total Amount Requested
Gesher Human Services	23	\$1,702,790.00
Employment & Training Designs, Inc	20	\$1,736,018.00
Macomb County- Macomb/St. Clair Employment & Training Agency	24	\$2,966,544.69
Ross IES	21	\$1,750,000.00

PY 2024 WIOA Adult/Dislocated Worker and TAA Program Services Proposal Scoring Summary.

A total of 400 points were possible to be awarded for each proposal received.

Proposer Name	Awarded Points	Percentage
Gesher Human Services	361.25/400	90%
Employment & Training Designs, Inc	322.60/400	81%
Macomb County- Macomb/St. Clair Employment & Training Agency	259/400	65%
Ross IES	321.1/400	80%

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Questions asked regarding review criteria and who completed reviews were addressed. Approve the negotiating and signing of a WIOA Adult, Dislocated Worker and TAA program services contract with Geshar Human Services in an approximate amount of \$1,702,790 for 7/1/24 through 6/30/24.

CATHERINE SUSKO MOVED TO APPROVE WIOA/TAA CASE MANAGEMENT CONTRACT AWARD, SUPPORT BY SHANNON WILLIAMS. MOTION CARRIED UNANIMOUSLY.

B. Wagner/Peyser Employment Services positions

As mentioned at previous Workforce Development Board meetings, staff are requesting that Wagner-Peyser Employment Service positions be direct Board staff rather than contracted. Below are the positions that we are requesting to add:

1 Career Center Manager

- \$80,730 - \$98,724

1 Program Specialist- Employment Service

- \$61,864 - \$75,195

3 Receptionists (there is 1 receptionist currently employed by Board)

- \$32,838 - \$42,139

- Note: Receptionists are not exclusively paid from Wagner/Peyser grant; cost is pooled with other programs

4 ES Leads

- \$38,597 - \$49,910

14 ES facilitators

- \$32,838 - \$42,139

1 Refugee/Immigrant navigator

- ~~\$38,597 - 49,910~~

23 TOTAL new positions

Estimated Budget for all ES positions: \$1,676,414

Current Contract: \$1,630,375

Requesting approval of creation of the board positions listed above. After discussion in the board meeting, Refugee/Immigrant Navigator will be removed from this hiring request.

WILLIAM PETERSON MOVED TO APPROVE WAGNER/PEYSER EMPLOYMENT SERVICES POSITIONS, SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

8. Discussion Items

A. Perkins Grant

9. 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.

10. Informational Items

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11. Other Business

- A. May Board meeting
 - i. Move to May 30th
- B. August Board meeting
 - i. Moved to Aug 15th

12. Scheduling of Next Meeting

Scheduled for Thursday, April 25, 2024 @ 3:00 pm being held at the Michigan Works! Clinton Township Career Center. Members will be notified, and packets will be sent electronically.

13. Adjournment

The meeting adjourned at 4:05 p.m.

Respectfully submitted,

Christina Seibert

Christina Seibert,
Recording Secretary