

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

August 20, 2026

The Macomb/St. Clair Workforce Development Board met in person at the Robert Verkulien Building on Thursday, August 20, 2026, with 16 board members present at roll call to form a quorum. The following members listed below joined:

IN-PERSON ROLL CALL:

William Peterson
Vicky Rowinski
Krista Barr
Dan Casey
Christol James
Pete Lacey
Lesley Murphy
Brianne Steele

Lauren Lowell
Narine Mirijanian
Donald Thieke
Lina Azar
Jason Peterson
John Tucker
Charles Shaw
Melody Magee

OTHERS PRESENT:

Kandyce Smith, Deputy Director
Christina Seibert, Board Secretary

1. Call to Order

Vice Chairperson William Peterson called the meeting to order at 4:10 pm.

2. Roll Call

Roll call was taken with 16 members, allowing a quorum.

3. Guest Introductions

No guest introductions.

4. Hearing of the Public/ Public Comment

No hearing from the public.

5. Approval of Previous Minutes

1. June 2026

MELODY MAGEE MOVED TO APPROVE THE JUNE 2026 BOARD MEETING MINUTES AS PRESENTED; SUPPORTED BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

6. Chairperson Report

Vice Chairperson William Peterson announced three new board members appointed: Lauren Lowell, Narine Mirijanian, and Donald Thieke.

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TO: Macomb/St. Clair Workforce Development Board
 FR: Jodi Henry, Chair
 RE: Workforce Development Board Meeting
 DA: August 20, 2026
 Continued

7. Board Action Items

- A. Security Guard Service Provider
 i. Provider Approval

Due to the expiration of MSCMW's current Security Guard Services contract on September 30, 2026, MSCMW issued a new Request for Quotation (RFQ) for security guard services at its Macomb County Career Center locations. The RFQ was advertised on BidNet and on the MSCMW website, www.MSCMW.org.

A total of 20 proposals were submitted in response to the RFQ. Of the 20 proposals received, 18 were advanced for evaluation. Two proposals were excluded from further consideration because their proposed costs exceeded the maximum amount of the published budget by approximately 20% to 35%.

Bid Summary

Company Name	Weekly Total	Yearly Total
Vista International	\$3,680.00	\$191,360.00
Spartan 6	\$4,000.00	\$208,000.00
Patriot Security Enterprise	\$4,139.20	\$215,238.40
Sterling Security	\$4,140.80	\$215,321.60
City Shield Services	\$4,152.00	\$215,904.00
Intercity Protective Services	\$4,200.00	\$218,400.00
Pal America	\$4,204.80	\$218,649.60
Century Security	\$4,240.00	\$220,480.00
Jagx Security and Investigations	\$4,273.60	\$222,227.20
Talon	\$4,320.00	\$224,640.00
USEA Security Services	\$4,320.00	\$224,640.00
LaGuarda	\$4,417.60	\$229,715.20
Kamco Logistics/Fairlane	\$4,480.00	\$232,960.00
Outranked Security	\$4,480.00	\$232,960.00
DK Security	\$4,491.20	\$233,542.40
Top Shelf Security	\$4,748.80	\$246,937.60
Soteria Security Solutions	\$4,800.00	\$249,600.00
Pyrattech	\$4,960.00	\$257,920.00
S-Gs Securitech	\$6,080.00	\$316,160.00
Hinton Security	\$6,880.00	\$357,760.00

The review team used the following matrix to evaluate and score the proposals:

Scoring Criteria	Possible # of Points
Background Information	10 Points
Training Timeline and Techniques	20 points
Bid Amounts	65 points
Application Accuracy and Completeness	5 points
Total	100 points

Scoring Summary

Company Name	Evaluator A	Evaluator B	Evaluator C	Evaluator D	Total	Average
Vista International	95	89	95	95	374	94
Sterling Security	84	89	92	99	364	91
City Shield Services	83	88	84	98	353	88
Pal America	87	82	84	97	350	88
Patriot Security Enterprise	85	83	84	98	350	88
Spartan 6	88	91	82	88	349	87
Century Security	85	79	80	97	341	85
Intercity Protective Services	84	77	80	94	335	84
LaGuarda	74	82	79	100	335	84
USEA Security Services	78	70	74	95	317	79
DK Security	75	71	71	99	316	79
Talon	67	70	74	90	301	75
Jagx Security and Investigations	75	65	75	83	298	75
Outranked Security	69	65	69	86	289	72
Top Shelf Security	65	69	65	90	289	72
Kamco Logistics/Fairlane	62	64	64	91	281	70
Soteria Security Solutions	61	61	64	92	278	70
Pyrattech	60	62	61	91	274	69

The review team has recommended awarding the contract for Security Guard Services to Vista International, beginning October 1, 2026. In addition to submitting the lowest-priced bid, which was below the proposed budget, Vista International's proposal demonstrated several strengths that were favorably noted by the review team.

Vista International has more than 25 years of experience providing professional security services and presented a comprehensive 60-hour training program for all newly hired security guards. The proposal clearly identified specific training methods and courses designed to prepare guards for their responsibilities and ensure a high level of service.

Vista International also provided a list of more than 50 current and former clients, demonstrating extensive experience serving a variety of organizations. Two of the references provided by Vista International were contacted by the review team, and both offered positive recommendations and favorable feedback regarding Vista International's security services.

Based on the competitive pricing, extensive industry experience, comprehensive employee training program, established client history, and positive reference checks, the review team recommends contracting with Vista International for Security Guard Services beginning October 1, 2026.

B. WIOA Mid-Cycle Plan

i. Regional Plan

The 2026 WIOA Mid-Cycle Regional Plan for Planning Region 10 updates the regional workforce strategy for Program Years 2024–2027 and covers Macomb, Monroe, Oakland, St. Clair, and Wayne counties, including the City of Detroit. The plan represents the collaborative efforts of four Michigan Works!

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Agencies, including Macomb/St. Clair Michigan Works!, to align workforce development services and resources across Southeast Michigan.

The plan reviews regional labor market conditions, in-demand industries and occupations, workforce education and skill needs, and barriers to employment. It emphasizes continued collaboration among workforce, education, economic development, and community partners; expanded training and apprenticeship opportunities; and improved services for individuals facing barriers to employment. Key priorities include addressing skill and educational gaps, supporting high-demand industries, improving transportation and supportive services, and strengthening the connection between job seekers and employers.

Overall, the plan is intended to strengthen regional coordination and ensure the workforce system remains responsive to the needs of job seekers, employers, and communities throughout Region 10, while remaining aligned with WIOA requirements and Michigan's statewide workforce priorities.

ii. Local Plan

The Macomb/St. Clair Workforce Development Board WIOA Four-Year Local Plan for Program Years 2024–2027 outlines the local workforce system's strategies for serving job seekers and employers across Macomb and St. Clair Counties.

The plan emphasizes a demand-driven workforce system focused on helping individuals achieve self-sufficiency while meeting employer workforce needs. Key priorities include expanding business services, strengthening outreach, integrating workforce development with secondary, postsecondary, and adult education, increasing career exploration and work-based learning opportunities, supporting individuals with barriers to employment, and expanding virtual services.

It also highlights strong partnerships with WIOA core programs, education providers, rehabilitation services, veterans' programs, apprenticeship initiatives, and other community partners to coordinate services and improve access to employment, training, supportive services, and recognized credentials.

Overall, the plan is designed to strengthen the local workforce system through collaboration, employer engagement, education and training, barrier removal, and career pathways that lead to sustainable employment and economic self-sufficiency.

C. Apprenticeship Success Coordinators and Registered Apprenticeship Program

- i. Grant Acceptance
- ii. Budget Approval

Like in previous years, the State of Michigan is providing funding specifically to support Apprenticeship Success Coordinator and Group Sponsor/Intermediary activities to expand Registered Apprenticeship Programs. Activities include employer outreach, development and expansion of apprenticeship opportunities, coordination with partners, and support for employers participating in Registered

Board action requested: Approve the receipt of funds for the Apprenticeship Success Coordinators grant in the amount of \$111,217 and the submission of any required corresponding documents.

D. Capacity Building and Professional Development

- i. Grant Acceptance

ii. Budget Approval

The State of Michigan is providing funding specifically to support activities such as professional development and technical assistance, strengthening state and local partnerships, improving program performance, and enhancing the workforce system's ability to serve individuals with barriers to employment and meet employer workforce needs.

Board action requested: Approve the receipt of funds for the Capacity Building and Professional Development grant in the amount of \$76,216 and the submission of any required corresponding documents.

E. Career Exploration and Experience Events

i. Grant Acceptance

ii. Budget Approval

The State of Michigan is providing funding specifically to support career exploration and experience events that connect young adults with local in-demand businesses and industries. Events may include industry and career information, hands-on activities, education and training requirements, and opportunities that can lead to job shadowing, internships, or other work experiences.

Board action requested: Approve the receipt of funds for the Career Exploration and Experience Events grant in the amount of \$40,000 and the submission of any required corresponding documents.

F. Customer Relationship Management

i. Grant Acceptance

ii. Budget Approval

The State of Michigan is providing funding specifically to support Customer Relationship Management systems used to identify and gather information on potential layoffs and layoff-aversion opportunities. Funds may support existing CRM systems or the purchase or renewal of software licenses to help proactively identify at-risk employers and assist businesses experiencing workforce reductions.

Board action requested: Approve the receipt of funds for the Customer Relationship Management grant in the amount of \$6,250 and the submission of any required corresponding documents.

G. MI Skills Fund

i. Grant Acceptance

ii. Budget Approval

The State of Michigan is providing funding specifically to provide tuition assistance for Michigan residents to obtain industry-recognized credentials, certifications, or licenses in high-demand occupations. The program focuses on short-term training and upskilling that leads to employment at or above the applicable ALICE income level and addresses immediate workforce needs.

Board action requested: Approve the receipt of funds for the MI Skills Fund grant in the amount of \$87,770 and the submission of any required corresponding documents.

H. Michigan Industry-Driven Skills Training Program

i. Grant Acceptance

ii. Budget Approval

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The State of Michigan is providing funding specifically to support employer-driven workforce training in Michigan's maritime manufacturing and shipbuilding industries. The program will help employers train and upskill workers for high-demand occupations while developing a statewide Employer-Led Collaborative to strengthen the maritime workforce and create sustainable talent pipelines.

Please note: Policy is still in draft

Board action requested: Approve the receipt of funds for the Michigan Industry-Driven Skills Training Program grant in the amount of \$1,068,389 and the submission of any required corresponding documents.

- I. National Farmworker Jobs Program
 - i. Grant Acceptance
 - ii. Budget Approval

The National Farmworker Jobs Program (NFJP) is a federally funded Workforce Innovation and Opportunity Act (WIOA) program that provides career, training, supportive, and related assistance services to eligible Migrant and Seasonal Farmworkers and their dependents. The Michigan Department of Labor and Economic Opportunity (LEO-WD) allocates funding to Michigan Works! Agencies to deliver these services and support participants in obtaining employment and improving economic stability. Acceptance of this grant will allow Macomb/St. Clair Michigan Works! to continue providing NFJP services in accordance with state and federal program requirements for Program Year 2026.

Board action requested: Approve the receipt of funds for the National Farmworker Jobs Program grant in the amount of \$22,911 and the submission of any required plans or grants for this program.

- J. Partners for Reentry Opportunities in Workforce Development (PROWD) & Michigan Citizen Reentry Initiative (MiCRI)
 - i. Grant Acceptance
 - ii. Budget Approval

The State of Michigan is providing funding specifically to support individuals transitioning from federal incarceration back into their communities by providing employment and career services, training, and assistance with barriers to successful reentry. Services are designed to help participants secure employment, earn credentials, access supportive services, and achieve long-term economic stability.

Board action requested: Approve the receipt of funds for the PROWD & MiCRI grant in the amount of \$110,038 and the submission of any required corresponding documents.

- K. Public Assistance Employment & Training
 - i. Grant Acceptance
 - ii. Budget Approval

The State of Michigan is providing funding specifically to support Public Assistance Employment & Training activities. The funding is intended to help at-risk individuals who receive public assistance overcome barriers to employment by providing additional supportive services when existing supportive service funds have been exhausted or are insufficient.

Board action requested: Approve the receipt of funds for the Public Assistance Employment & Training grant in the amount of \$28,299 and the submission of any required corresponding documents.

L. Senior Community Service Employment Program

- i. Grant Acceptance
- ii. Budget Approval

The State of Michigan is providing funding specifically to support part-time employment and training opportunities for low-income adults aged 55 and older through placements at community service agencies.

Board action requested: Approve the receipt of funds for the Senior Community Service Employment Program grant in the amount of \$724,325 and the submission of any required corresponding documents.

M. Wagner Peyser - Employment Service (ES) Operations

- i. Grant Acceptance
- ii. Budget Approval
 1. Wagner-Peyser 7(a)/ES
 2. WIOA Statewide – WP MWSC

The State of Michigan is providing funding specifically to support Employment Service operations that connect job seekers with employment opportunities and help employers meet workforce needs. Services include job search and placement assistance, job referrals, recruitment assistance, job fairs, reemployment services, and assistance to employers experiencing layoffs.

Board action requested: Approve the receipt of funds for the Employment Service (ES) Operations – Wagner-Peyser 7(a) (\$1,304,265) and WIOA Statewide Activities (\$264,929) grant for the total amount of \$1,569,194 and the submission of any required corresponding documents.

N. WIOA Adult, Dislocated Worker (DW), and Youth Program

- i. Grant Acceptance
- ii. Budget Approval
 1. Adult
 2. Dislocated Worker
 3. Youth

The State of Michigan is providing funding specifically to support:

- Adult: Career and training services to help adults advance in employment, education, and training and obtain the skills and supportive services needed to secure high-quality employment.
- Dislocated Worker: Career and training services to help dislocated workers return to employment, develop skills for in-demand jobs, and access supportive services needed to successfully reenter the workforce.
- Youth: Workforce development activities for eligible youth, with an emphasis on out-of-school youth and work-based learning. At least 50% of Youth funds must support out-of-school youth activities, and at least 20% must be spent on paid and unpaid work experiences.

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Board action requested: Approve the receipt of funds for the WIOA Adult (\$2,677,453), Dislocated Worker (\$2,688,831) and Youth (\$2,481,468) grant for the total amount of \$7,847,752 and the submission of any required corresponding documents.

O. Pool Cost Centers

i. Budgets Approval

1. Administrative Cost Pool

Board action requested: Approve the budget for the Administrative Cost Pool for \$1,820,683.

2. Business/Communication Pool

Board action requested: Approve the budget for the Business/Communications Pool for \$968,100.

3. Technical-Program Pool

Board action requested: Approve the budget for the Technical Program Pool for \$1,026,984

4. Service Center Infrastructure – Clinton Township

Board action requested: Approve the budget for the Clinton Township Career Center for \$750,353.

5. Service Center Infrastructure – Port Huron

Board action requested: Approve the budget for the Port Huron Career Center for \$244,842.

6. Service Center Infrastructure – Roseville

Board action requested: Approve the budget for the Roseville Career Center for \$387,598.

7. Service Center Infrastructure – Warren

Board action requested: Approve the budget for the Warren Career Center for \$322,021.

P. Youth Contract Extension- EDSI

The Youth Services contract was originally awarded for a one-year period, with the option for two additional one-year extensions.

For the July 1, 2025 through June 30, 2026 program year, the original contract amount was \$1,450,000.00. During the program year, the contract was modified to add \$80,000.00 in funding associated with the March Start Youth Grants, bringing the total contract amount to \$1,530,000.00. For the July 1, 2026 through June 30, 2027 program year, staff recommends exercising the first available one-year extension and approving a contract amount of \$1,606,903.00.

Board action requested: Approve execution of the one-year extension of the Youth Services subrecipient contract for the period of July 1, 2026 through June 30, 2027, in an amount not to exceed \$1,606,903.00.

Q. WIOA Adult Contract Extension- Gesher Services

The Adult Services contract was originally awarded for a one-year period, with the option for two additional one-year extensions.

July 1, 2025 through June 30, 2026 program year was the first one-year extension of the contract. The contract amount for this past program year was \$2,387,184.00. For the July 1, 2026 through June 30, 2027 program year, staff recommends exercising the second available one-year extension and approving

a contract amount of \$2,318,249.00. The decrease in budget is due to reallocation of some staff over other workforce contracts.

Board action requested: Approve execution of the one-year extension of the Adult Services subrecipient contract for the period of July 1, 2026 through June 30, 2027, in an amount not to exceed \$2,318,249.00.

MELODY MAGEE MOVED TO APPROVE ALL BOARD ITEMS A-Q, SUPPORTED BY JASON PETERSON. MOTION CARRIED UNANIMOUSLY.

8. Discussion Items

No discussion items were mentioned.

9. Deputy Director's Report

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

10. Informational Items

- A. Hall of Fame
- B. Southeastern Michigan Job Fair
- C. MI-CCAP one pager

11. Other Business

No other business was discussed.

12. Scheduling of Next Meeting:

The meeting will be held at Clinton Township Michigan Works! Career Center, on Thursday, September 24, 2026, at 3:00 pm. Members will be notified, and packets will be sent electronically.

13. Adjournment

The meeting adjourned at 4:41 p.m.

Respectfully submitted,

Christina Seibert

Christina Seibert,
Recording Secretary

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