

**GREAT LAKES BAY MICHIGAN WORKS!**  
**Finance Committee**  
**Minutes – February 26, 2018**

**CONS BOARD**  
**MEMBERS PRESENT**

Mr. Vaughn Begick  
 Ms. Jan Bunting  
 Ms. Kathy Dwan  
 Mr. James Geisler  
 Mr. George Green  
 Mr. Tom Herek  
 Mr. Michael Lutz  
 Ms. Margaret McAvoy  
 Mr. Amos O’Neal  
 Mr. Carl Ruth  
 Mr. Chuck Stack  
 Mr. Michael Webster

**WDB MEMBERS PRESENT**

Ms. Becky Church  
 Mr. Michael Colby  
 Ms. Jennifer Hayes  
 Mr. John Kaczynski  
 Mr. Brian McBride  
 Dr. Kelley Peatross  
 Mr. Bob Peters  
 Ms. Carrie Prosowski  
 Mr. Erik Rodriguez  
 Mr. Brian Sheets  
 Mr. Chris Taylor  
 Mr. Dan Wortman  
 Mr. Chad Wurtzel

**CONS BD MEMBERS**  
**ABSENT**

Mr. Scott Noesen

**WDB MEMBERS ABSENT**

Bishop Larry Camel  
 Ms. Colleen Markel  
 Ms. Magen Samyn  
 Mr. George Yost

**MWA STAFF**

Ed Oberski  
 Ray Ogden  
 Sarah Walker  
 Kristen Wenzel  
 Craig Clark  
 Lisa Kleekamp  
 Amy Pringle  
 Kanisha Jones  
 Ann Marie Batkoski  
 Sheril Tarrant  
 Wonzella Doyal  
 Esther Sanders

**GUESTS**

Christopher Rishko – Guest  
 Tammy Brinkman – Guest  
 Kim Klein – BST  
 Georges Wright – SVRC  
 Jim Haton – MMI  
 Amy Ames – BST  
 Dean Emerson – SVRC  
 Olga Pilar – SVRC  
 Sharday Lawrence - BSBP

Kim Onstott – GIRESD  
 Joe Kaczmarek – BST  
 Gerald Russell – BST  
 Suanne Tasker – GIRESD  
 Deb Snyder – SVRC  
 Jerrard Johnson – SVRC  
 Jennifer Carroll – Delta  
 Monica Ibanez – Delta

**ITEM #1: CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Co-Chair Ruth called the Finance Committee to order Monday, February 26, 2018 at 3:34 p.m. The meeting was held at the Great Hall Banquet and Convention Center, 5121 Bay City Road Midland, Michigan 48642.

**ITEM #2: ROLL CALL**

The above members were present and a quorum was present.

**ITEM #3: APPROVAL OF AGENDA**

Co-Chair Ruth presented the Agenda to the Board. There were no amendments to the Agenda.

**Sheets motioned and McAvoy supported:**

To approve the Agenda as it was presented.

**The motion was approved by voice vote.**

**ITEM #4: AUDIENCE FOR THE PUBLIC**

The audience introduced themselves. No public comments were given.

**ITEM #5: INTRODUCTIONS**

There were no introductions.

**ITEM #6: DISCUSSIONS/ RECOMMENDATIONS**

**A. Procurement of a CRM System**

CAO Ogden presented the procurement process that resulted in its recommendation for the procurement of Salesforce as a Customer Relations Management (CRM) System.

**Webster moved and Sheets supported:**

To recommend that the Board approve the procurement process resulting in the selection of Salesforce as a CRM System.

**The motion was approved by voice vote.**

**B. Procurement of a Midland Michigan Works! Service Center and GLBMW Administrative Office**

CAO Ogden presented the procurement process that resulted in its recommendation for selection of Midland Towne Center LLC, 1409 Washington Street, Midland, Michigan 48640, as the location for the Michigan Works! Service Center in Midland County and the Great Lakes Bay Michigan Works! Administrative office. This is the current location for both the Service Center and Administrative Office.

**McBride moved and McAvoy supported:**

To recommend that the Board approve the procurement process resulting in the selection of Midland Towne Center LLC, 1409 Washington Street, Midland, Michigan 48640 as the location for the Michigan Works! Service Center in Midland County and the Great Lakes Bay Michigan Works! Administrative Office.

**The motion was approved by voice vote.**

C. Budget Amendment for Midland Service Center

CAO Ogden presented a proposed budget amendment to increase the Midland Michigan Works! Service Center line item by \$40,000, from \$159,738 to \$199,738.

**Taylor moved and Wurtzel supported:**

To recommend that the Board approve the proposed budget amendment to increase the Midland Michigan Works! Service Center line item by \$40,000, from \$159,738 to \$199,738.

**The motion was approved by voice vote.**

D. Budget Amendment for Infotech Budget

CAO Ogden presented a proposed budget amendment to increase the Info Tech line item by \$70,000, from \$285,000 to \$355,000.

**Sheets moved and Peatross supported:**

To recommend that the Board approve the proposed budget amendment to increase the Info Tech line item by \$70,000, from \$285,000 to \$355,000.

**The motion was approved by voice vote.**

**ITEM #7: FISCAL REPORTS**

A. Fiscal Reports

CAO Ogden presented the quarterly fiscal reports.

**ITEM #8: ADJOURNMENT**

**Wortman and Sheets supported:**

To adjourn the Finance Committee meeting.

**The motion was approved by voice vote.**

**Co-Chair Ruth adjourned the Finance Committee meeting at 4:06 p.m.**

**GREAT LAKES BAY MICHIGAN WORKS!  
 JOINT CONSORTIUM BOARD AND WORKFORCE DEVELOPMENT BOARD  
 Minutes – February 26, 2018**

**CONS BOARD  
 MEMBERS PRESENT**

Mr. Vaughn Begick  
 Ms. Jan Bunting  
 Ms. Kathy Dwan  
 Mr. James Geisler  
 Mr. George Green  
 Mr. Tom Herek  
 Mr. Michael Lutz  
 Ms. Margaret McAvoy  
 Mr. Amos O’Neal  
 Mr. Carl Ruth  
 Mr. Chuck Stack  
 Mr. Michael Webster

**WDB MEMBERS PRESENT**

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 Mr. Michael Colby  
 Ms. Jennifer Hayes  
 Mr. John Kaczynski  
 Mr. Brian McBride  
 Dr. Kelley Peatross  
 Mr. Bob Peters  
 Ms. Carrie Prosowski  
 Mr. Erik Rodriguez  
 Mr. Brian Sheets  
 Mr. Chris Taylor  
 Mr. Dan Wortman  
 Mr. Chad Wurtzel

**CONS BD MEMBERS  
 ABSENT**

Mr. Scott Noesen

**WDB MEMBERS ABSENT**

Bishop Larry Camel  
 Ms. Colleen Markel  
 Ms. Magen Samyn  
 Mr. George Yost

**MWA STAFF**

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**GUESTS**

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 Joe Kaczmarek – BST  
 Gerald Russell – BST  
 Suanne Tasker – GIRESD  
 Deb Snyder – SVRC  
 Jerrard Johnson – SVRC  
 Jennifer Carroll – Delta  
 Monica Ibanez – Delta

**ITEM #1: CALL TO ORDER**

Co-Chair Ruth called the Joint Board meeting to order Monday, February 26, 2018 at 4:07 p.m. The meeting was held at the Great Hall Banquet and Convention Center, 5121 Bay City Road Midland, Michigan 48642.

**ITEM #2: ROLL CALL**

The above members were present and a quorum was present.

**ITEM #3: APPROVAL OF AGENDA**

Co-Chair Ruth presented the Agenda to the Board. There were no amendments to the Agenda.

**Stack moved and Lutz supported:**

To approve the Agenda as it was presented.

**The motion was approved by voice vote.**

**ITEM #4: CORRECTING AND APPROVING THE MINUTES**

Co-Chair Ruth presented the Minutes from the November 13, 2017 meeting.

**Wurtzel moved and Bunting supported:**

To approve the November 13, 2017 Minutes as presented.

**The motion was approved by voice vote.**

Co-Chair Ruth presented the Report from the December 11, 2017 meeting.

**Wurtzel moved and Bunting supported:**

To approve the December 11, 2017 Meeting Report as presented.

**The motion was approved by voice vote.**

**ITEM #5: AUDIENCE FOR THE PUBLIC**

No public comments were given.

**ITEM #6: CONSENT AGENDA**

CEO Oberski presented the Consent Agenda.

A. Customer Relationship Management 2017-2018 (Planned \$6,610.00)

B. Skilled Trades Training Funds (STTF) (Planned \$2,250,187.80)

**O'Neal moved and Stack supported:**

To approve the Consent Agenda and authorize required signatures by the Board Co-Chairs.

**The motion was approved by voice vote. Board member Sheets and Co-Chair Hayes abstained because their companies receive STTF funds. Board member Church abstained because her employer, Midland Tomorrow, works closely with Michigan Works! in recruiting employers to apply for STTF funding.**

**ITEM #7: REPORTS/ACTION/DISCUSSION ITEMS**

**A. Finance Committee Recommendations**

**Green moved and Wortman supported:**

To approve all of the following:

- i. To approve the Finance Committee recommendation for approval of the procurement process resulting in the selection of Salesforce as a CRM System.
- ii. To approve the Finance Committee recommendation for approval of the procurement process resulting in the selection of Midland Towne Center LLC, 1409 Washington Street, Midland, Michigan 48640 as the location for the Michigan Works! Service Center in Midland County and the Great Lakes Bay Michigan Works! Administrative Office.
- iii. To approve the Finance Committee recommendation for approval of the proposed budget amendment to increase the Midland Michigan Works! Service Center line item by \$40,000, from \$159,738 to \$199,738.
- iv. To approve the Finance Committee recommendation for approval of the proposed budget amendment to increase the Info Tech line item by \$70,000 from \$285,000 to \$355,000.

**The motion was approved by voice vote.**

- B. Report and Recommendation from the CEO Search Committee**  
Co-Chair Hayes presented the notes from the publically held CEO Search Committee report for its meeting held on December 11, 2017 and candidate interviews held January 19, 2018. The CEO Search Committee recommends that 1) the Board select Christopher Rishko as the new Chief Executive Officer for Great Lakes Bay Michigan Works! effective July 1, 2018; 2) that Mr. Rishko is brought on board as Transitional CEO on April 1, 2018 or as soon after that as possible; and 3) that this Board's action be forwarded to the Great Lakes Bay Michigan Works! Administrative Unit, Saginaw County, to complete the hiring process of Mr. Rishko.

**McAvoy moved and Bunting supported:**

That the Board cast a unanimous vote to 1) select Christopher Rishko as the new Chief Executive Officer for Great Lakes Bay Michigan Works! effective July 1, 2018; 2) that Mr. Rishko is brought on board as Transitional CEO on April 1, 2018 or as soon after that as possible; and 3) that this Board's action be forwarded to the Great Lakes Bay Michigan Works! Administrative Unit, Saginaw County, to complete the hiring process of Mr. Rishko.

**The motion was approved by voice vote.**

Christopher Rishko introduced himself, thanked the Board, and expressed his eagerness to get started as the new CEO.

C. CEO Report

CEO Oberski informed the board that after the Saginaw Service Center had been hit by a car late at night over the Presidents Day weekend, collapsing a large portion of the exterior wall and doing extensive interior damage. He complimented Facilities Manager Wonzella Doyal for her quick action convening the landlord, restoration services, and insurance companies. Through her efforts, the Center opened on time after the weekend with no loss in service.

CEO Oberski also informed the Board that Michigan had received a waiver from the U.S. Department of Labor that would allow Michigan Works! Agencies to spend up to 50% of their WIOA Youth funds for in-school youth programs.

D. Other Reports

None

**ITEM #8: ADJOURNMENT**

**Sheets moved and Wortman supported:**

To adjourn the Joint Board meeting.

**The motion was passed by voice vote.**

**Co-Chair Ruth adjourned the Joint Board meeting at 4:37 p.m.**

Respectfully Submitted By: Sarah Walker, Executive Assistant

**Minutes Approved**



Chris Rishko, CEO

5/22/18

Date