

GREAT LAKES BAY MICHIGAN WORKS!
Finance Committee
Minutes – May 21, 2018

CONS BOARD MEMBERS

PRESENT

Ms. Jan Bunting
 Mr. Tom Herek
 Mr. Scott Noesen
 Mr. Amos O’Neal
 Mr. Carl Ruth
 Mr. Chuck Stack
 Mr. Michael Webster

WDB MEMBERS PRESENT

Bishop Larry Camel
 Ms. Becky Church
 Mr. Michael Colby
 Ms. Colleen Markel
 Mr. Bob Peters
 Ms. Carrie Prosowski
 Mr. Erik Rodriguez
 Mr. Brian Sheets
 Mr. Dan Wortman
 Mr. Chad Wurtzel

CONS BD MEMBERS

ABSENT

Mr. Vaughn Begick
 Mr. Kathy Dwan
 Mr. James Geisler
 Mr. George Green
 Mr. Michael Lutz
 Ms. Margaret McAvoy

WDB MEMBERS ABSENT

Ms. Jennifer Hayes
 Mr. John Kaczynski
 Mr. Brian McBride
 Dr. Kelley Peatross
 Ms. Magen Samyn
 Mr. Chris Taylor

MWA STAFF

Ed Oberski
 Chris Rishko
 Sarah Walker
 Ann Marie Batkoski
 Kanisha Jones
 Craig Clark
 Sheril Tarrant
 Amy Pringle
 Esther Sanders
 Lisa Kleekamp

GUESTS

Olga Pilar – SVRC
 Kim Onstott – GIRESD
 Jerrard Johnson – SVRC
 Tina Matthews – SVRC
 Jim Haton – MMI
 Rosa Holliday – Latoya’s Health
 Education Training

Anna Willman-Onstott – Delta
 Jennifer Carroll – Delta
 Georges Wright – SVRC
 Monica Ibañez – Delta
 Xavier Lee – Latoya’s Health
 Education Training

ITEM #1: CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Co-Chair Ruth called the Finance Committee to order Monday, May 21, 2018 at 3:30 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.

Noesen motioned and Wortman supported:

To approve the Agenda as it was presented.

Approved by voice vote.

Minutes Approved

ITEM #4: AUDIENCE FOR THE PUBLIC

No public comments were given.

ITEM #5: INTRODUCTIONS

The audience introduced themselves. Rosa Holliday, representing Latoya's Health Education Training, asked the board to consider assisting her program in recruiting and training.

ITEM #6: DISCUSSIONS/RECOMMENDATIONS

A. Procurement of a Customer Relationship Management (CRM) Consultant

CEO Oberski, in lieu of CAO Ogden, presented the procurement process that resulted in its recommendation for the procurement of Five Force as a Customer Relationship Management (CRM) Consultant. This proposal will integrate two separate CRM system into a new combined database. Services would include data transfer and integration, customization of combined CRM system, and training of staff.

Sheets motioned and Stack supported:

To recommend that the Board approve Five Force as a CRM Consultant.

The motion was approved by voice vote.

ITEM #7: FISCAL REPORTS

CEO Oberski presented the quarterly fiscal reports to the Committee. The reports included a report of claims paid, an overall fund expenditure balance and year-to-date projections, as well as allocation costs graphs comparing 2018 to 2017.

ITEM #8: ADJOURNMENT

Wurtzel motioned 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 3:53 p.m.

GREAT LAKES BAY MICHIGAN WORKS!
Joint Consortium Board and Workforce Development Board
Minutes – May 21, 2018

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 Mr. Amos O’Neal
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GUESTS

<p>Olga Pilar – SVRC Kim Onstott – GIRESD Jerrard Johnson – SVRC Tina Matthews – SVRC Jim Haton – MMI Rosa Holliday – Latoya’s Health Education Training</p>	<p>Anna Willman-Onstott – Delta Jennifer Carroll – Delta Georges Wright – SVRC Monica Ibañez – Delta Xavier Lee – Latoya’s Health Education Training</p>	
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ITEM #1: CALL TO ORDER

Co-Chair Ruth called the Joint Board meeting to order Monday, May 21, 2018 at 3:54 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.

Webster motioned and Stack 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 February 26, 2018 meeting.

Sheets motioned and Church supported:

To approve the February 26, 2018 Minutes as presented.

The motion was approved by voice vote.

Co-Chair Ruth presented the Minutes from the March 26, 2018 meeting.

O'Neal motioned and Church supported:

To approve the March 26, 2018 Minutes as presented.

The motion was approved by voice vote.

ITEM #5: AUDIENCE FOR THE PUBLIC

Rosa Holliday, from Latoya's Health Education Training, informed the Board that programs they offer are CNA training, Phlebotomist training, and EKG classes. CNA's classes go year-round with approximately 10-14 students per class, Phlebotomy has around 6 classes per year with approximately 8-10 students per course, and EKG classes are offered 2-3 times per year with 8-12 students per class.

ITEM #6: CONSENT AGENDA

A. Michigan Works! System Plan

CEO Oberski explained to the board that the Michigan Works! System Plan (MWSP) is being updated by all Michigan Works! Agencies (MWA's) per the request of the Michigan Talent Investment Agency. The MWSP is a technical document in which the MWA signs off on requirements, including agreeing to comply with required laws, holding the State harmless, ability of the State to terminate the relationship, certification against lobbying, certification that the MWA is not debarred from receiving federal funds, and identification of the one-stop operator(s) at each service center location.

B. Workforce Innovation and Opportunities Act Plan Modification

All MWA's have been instructed to update their WIOA plans by the Michigan Talent Investment Agency. Changes included in the update are: current labor market and census data, consolidation of the Regional plan and Local plan, including information on Wegner-Peyser Employment Service.

C. Additional TIA funding for One-Stop Centers (Planned: \$33,000)

The Michigan Talent Investment Agency offered an additional \$33,000 to the traditional amount GLBMW! has already received.

D. One-Time Trade Act Outreach funding (Planned: \$60,000)

A one-time allocation of Trade Act funds is being offered by TIA for the purpose of using those funds to further connect to potential Trade Act participants.

Wortman motioned and Webster supported:

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

The motion was approved by voice vote.

ITEM #7: REPORTS/ACTION/DISCUSSION ITEMS

A. Joint Program & Performance/Strategic Initiatives Committee Recommendations

i. Procurement of a CRM Consultant

Wurtzel motioned and Church supported:

To approve the Finance Committee recommendation for approval of the procurement process resulting in the selection of Five Force as a CRM Consultant.

The motion was approved by voice vote.

ii. Other

None

B. Annual Meeting Functions

i. Election of Officers

Elections for the Consortium Board were voted upon at the March 26, 2018 Meeting.

Administration recommends the following appointments be made, requesting action from the Workforce Development Board:

- Dan Wortman for Workforce Development Board Chair
- Brian Sheets for Workforce Development Board Vice Chair
- Magen Samyn as a member of the Executive Committee
- Jennifer Hayes as a member of the Executive Committee

Peters motioned and Markel supported:

That the following appointments be made:

- Dan Wortman for Workforce Development Board Chair
- Brian Sheets for Workforce Development Board Vice Chair
- Magen Samyn as a member of the Executive Committee
- Jennifer Hayes as a member of the Executive Committee

Nominations were called for from the floor three times. No other nominations were received.

Church motioned and Markel supported:

That nominations be closed and a unanimous vote be cast for Dan Wortman as Workforce Development Board Chair, Brian Sheets as Workforce Development Board Vice Chair, Magen Samyn as an Executive Committee member, and Jennifer Hayes as an Executive Committee member.

The motion passed by voice vote of the Workforce Development Board.

ii. Setting of Meeting Calendar

CEO Oberski stated that the annual meeting for the Joint Board of Directors is being changed from March to February due to having attendance issues in the past.

Administration recommends the following meeting calendar:

All meetings at 3:30 p.m.; All meetings in Midland

June 25, 2018:	Program & Performance Committee – Full Board Meeting
July 23, 2018:	CEAC Meeting
August 27, 2018:	Finance Committee – Full Board Meeting
September 24, 2018:	Program & Performance Committee – Full Board Meeting
October 22, 2018:	CEAC Meeting
November 12, 2018:	Finance/Program & Performance Committee – Full Board Meeting
December, 2018:	No Meeting
January 28, 2019:	CEAC Meeting
February 25, 2019 <i>Annual Meeting</i>	Finance Committee – Full Board Meeting

Sheets motioned and Wortman supported:

To approve the recommended schedule for the Joint Board of Directors and CEAC meetings.

The motion was approved by voice vote.

C. CEO Report

Transitional CEO Rishko expressed his encouraging first weeks with Great Lakes Bay Michigan Works!.

D. Other Reports

None

ITEM #8: ADJOURNMENT

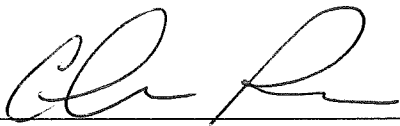
Wurtzel moved and Bunting supported:

To adjourn the Joint Board of Directors meeting.

The motion was passed by voice vote.

Co-Chair Ruth adjourned the Joint Board meeting at 4:14 p.m.

Respectfully Submitted By: Sarah Walker, Executive Assistant



Christopher Rishko, CEO

6/27/18

Date