

GREAT LAKES BAY MICHIGAN WORKS!
Joint Board of Directors Minutes
February 28, 2022

CONS BOARD MEMBERS

PRESENT

Vaughn Begick
Jan Bunting
Marie Fox
Nicole Frost
James Geisler
Tom Herek
Jim Horton
Gerald Little
Scott Noesen
Carl Ruth
Jack Tany
Michael Webster

WDB MEMBERS PRESENT

John Kaczynski
Trevor Keyes
Bryan Klett
Colleen Markel
Brian McBride
Dr. Kelley Peatross
Raquel Perez
Carrie Prosowski
Erik Rodriguez
Eva Szelesi
Chris Taylor
Dan Wortman

CONS BD MEMBERS

ABSENT

Sheldon Matthews

WDB MEMBERS ABSENT

Brian Klele
Brian Sheets
Chad Wurtzel

MWA STAFF

Chris Rishko
Sarah Babcock
Ray Ogden
Kristen Wenzel

GUESTS

Kim Onstott – GIRESD
Melinda Shriner – The Barckholtz Group

Anna Willman-Onstott – Delta
Jerrard Johnson – SVRC

ITEM #1: CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chairman Kaczynski called the Joint Board of Directors Meeting to order Monday, February 28, 2022, at 3:34 p.m. The meeting was held at The Great Hall at 5121 Bay City Road Midland, Michigan 48642.

ITEM #2: ROLL CALL

The above members were present, and a quorum was met.

ITEM #3: APPROVAL OF AGENDA

Vice Chairman Kaczynski presented the Agenda to the Joint Board of Directors. There was one amendment to the Agenda, which is to permanently place Audience for the Public as Item 4, directly after Approval of Agenda. The correct numbering of the Item's will be reflected in these Minutes.

Wortman motioned and Begick supported:

To approve the Agenda as it was presented, with the amendment of placing Audience for the Public directly after Approval of Agenda.

Approved by voice vote.

ITEM #4: AUDIENCE FOR THE PUBLIC

Members of the audience introduced themselves. There was no public comment.

Minutes Approved

ITEM #5: INTRODUCTIONS OF NEW BOARD MEMBERS

CEO Rishko introduced the following new members:

- A. Nicole Frost, Isabella County Administrator
- B. Raquel Perez, Diversity & Community Liaison with Hemlock Semiconductor
- C. Erik Rodriguez, Public Relations Manager with Saginaw Chippewa Indian Tribe of Michigan
- D. Eva Szelesi, Global Human Resources Director with Nexteer Automotive

ITEM #6: CORRECTING AND APPROVING THE MINUTES

- A. Minutes from the November 29, 2021 Joint Board of Directors Meeting

Ruth motioned and Little supported:

To approve the November 29, 2021 Joint Board of Directors Meeting minutes as presented to the Joint Board of Directors.

Approved by voice vote.

ITEM #7: CONSENT AGENDA

- A. Barrier Removal Employment Success (BRES): \$365,107.00

100% non-Federal State of Michigan LEO funding allocated to support the employment and reemployment of at-risk individuals and the removal of barriers to employment.

- B. 1/22 PATH Transitional Support Services: \$97,204.00

Funds will be used as support for milestones achieved while the successful PATH participant achieves training goals or employment.

Ruth motioned and Bunting supported:

To approve Item 7.A and Item 7.B as presented to the Joint Board of Directors.

Approved by voice vote.

- C. Bay County Service Center RFP

RFP was let on December 20, 2021. Manchester Equities LLC was the lone bidder. The Manchester property is the current location of the Bay County One-Stop.

Begick motioned and Ruth supported:

To approve the procurement procedure and authority to negotiate a lease agreement with Manchester Equities LLC.

Approved by voice vote.

D. Sales Force RFP

GLBMW! identified a need for ongoing consultation in identifying gaps between the current Salesforce system and potential system performance and use. Services would include the design and buildout of a customized system and training of staff. The RFP was let on January 7, 2022. The highest total score went to Global Solutions Group. GLBMW! Administration recommends that Board approval be granted to negotiate with Global Solutions Group for a possible contract up to \$10,000 for Salesforce consultant services.

Markel motioned and Bunting supported:

To approve the recommendation of entering into negotiations with Global Solutions Group for a possible contract up to \$10,000 for Salesforce consultant services.

Approved by voice vote.

E. Strategic Planning RFP

Services from the Strategic Planning Consultant would include support to GLBMW!'s Board, staff and key stakeholders in forming a 3-5 year strategic plan to guide the administrative and programmatic direction of the organization. GLBMW! Administration recommends that Board approval be granted to negotiate with TIP Strategies Inc. for a possible contract up to \$50,000 for strategic planning consultant services.

Little motioned and Markel supported:

To approve the recommendation of entering into negotiations with TIP Strategies Inc. for a possible contract up to \$50,000 for strategic planning consultant services.

Approved by voice vote.

ITEM #8: REPORTS/ACTION/DISCUSSION ITEMS

A. Action:

a) GLBMW! JBD CY 2022 Board Meeting Schedule

Bunting motioned and Taylor supported:

To approve the GLBMW! CY 2022 Board Meeting Schedule as presented to the Joint Board of Directors.

Approved by voice vote.

b) GLBMW! Board Officer Appointment

CEO Rishko explained that the Executive Committee, which is made up of four Consortium Board members and four Workforce Development Board members needs to be approved annually. Great Lakes Bay Michigan Works! Administration recommends the following roster for the Executive Committee:

Consortium Board:

- Vaughn Begick (Chairman)
- Scott Noesen (Vice-Chairman)

- Jan Bunting
- Carl Ruth

Noesen motioned and Little supported:

To approve the proposed Consortium Board members to sit on the Executive Committee, as listed above.

The motion was approved by voice vote.

Workforce Development Board

- John Kaczynski (Chairman)
- Erik Rodriguez (Vice-Chairman)
- Brian McBride
- Brian Sheets

Keyes motioned and Perez supported:

To approve the proposed Workforce Development Board members to sit on the Executive Committee, as listed above.

The motion was approved by voice vote.

c) GLBMW! Occupations in Demand List

Ruth motioned and Wortman supported:

To approve to receive and file the GLBMW! Occupations in Demand list as presented to the Joint Board of Directors.

Approved by voice vote.

d) Declining Occupations List

Ruth motioned and Bunting supported:

To approve to receive and file the Declining Occupations List as presented to the Joint Board of Directors.

Approved by voice vote.

B. Reports:

a) FY 2022 Q1 Fiscal Report & Claims Report

Little motioned and Bunting supported:

To approve accept and file the FY 2022 Q1 Fiscal Reports & Claims Report as presented to the Joint Board of Directors.

Approved by voice vote.

b) PY 2021 Q2 Program Performance Report

Ruth motioned and Begick supported:

To approve the PY 2021 Q2 Program Performance Report as presented to the Joint Board of Directors.

Approved by voice vote.

c) CEO Report

CEO Rishko presented the CEO Report presentation to the Joint Board of Directors. Items in the CEO Report include Historical Population Changes in Prosperity Region 5 (2010-2020), Regional Key Indicators, Service Center Traffic numbers, Going Pro Talent Fund Results, and introduction of the BoardEffect implementation.

Ruth motioned and Perez supported:

To accept and file the CEO Report as presented to the Joint Board of Directors.

Approved by voice vote.

d) GLBMW! CY 2021 Annual Report

CEO Rishko presented the GLBMW! CY 2021 Annual Report to the Joint Board of Directors. Items in the Annual Report are an Impact Dashboard, IT Accomplishments, and Success Stories.

C. Discussion:

a) DOL Targeted Review

The results from the DOL Targeted Review has been received, and although there were no findings, there was one noted area of concern, which was the high pension costs. CEO Rishko stated that, if GLBMW! continues to pay the pension costs, staff will be laid off. CEO Rishko also stated that a continuation of the review from the State is recommended. Chairman Ruth asked which positions would be laid off, and Rishko responded by stated that he cannot discuss this during this meeting but can do so behind closed doors.

CEO Rishko stated that other Michigan Works! Agencies that have a municipality like GLBMW! are paying around 10% of their administrative budget to that municipality in indirect costs, and GLBMW! is currently paying Saginaw County around 38% of its administrative budget toward indirect costs. CEO Rishko stated that it is up to the board to determine the direction going forward regarding these funds and this organization.

Dr. Peatross asked "in order to make a change, would a change be made as a Joint Board, or would it be the Workforce Development Board versus the Consortium Board?" CEO Rishko responded by stating that the interlocal agreement states the consortium board holds the power to name a fiduciary agent. State law indicates that the Workforce Development Board has power over the administrative entity, which conflicts with the interlocal agreement.

Webster asked CEO Rishko what the results of the CEO Evaluation were, and Rishko stated that the Executive Committee met earlier in the day to finalize the set goals. Rishko stated that those goals will be made as part of these minutes.

b) Board Effect Implementation

CEO informed the Joint Board of Directors that all GLBMW! Boards and Committees will be using a new platform software that will assist in board coordination.

ITEM #9: ADJOURNMENT

Geisler motioned and Little supported:

To adjourn the Joint Board of Directors meeting.

The motion passed by voice vote.

Vice Chairman Kaczynski adjourned the Joint Board of Directors meeting at 4:48 p.m.



Christopher Rishko, CEO

05/12/2022

Date

EXECUTIVE COMMITTEE ITEM 7.A.a

GREAT LAKES BAY MICHIGAN WORKS! EXECUTIVE COMMITTEE

February 28, 2022

PROPOSED CY22 CEO STRATEGIC GOALS

Administration is requesting review and acceptance of the PY 2021 Q2 Performance Report.

Background:

In accordance with the CEO evaluation process approved on Nov 29th, 2021, the CEO of GLBMW! is submitting these Strategic Goals for approval by the GLBMW! Executive Committee. Each goal is deliberately focused on implementing the foundational processes to allow future organizational growth and innovation in the number of customers served.

Goal 1: New Three to Five year Strategic Plan to be implemented CY2023: Work with Executive Committee, Joint Board of Directors and Contracted Consultant to develop and implement Strategic Plan.

Action Items:

- Obtain board approval for Strategic Plan Consultant. (Deadline Feb 28th, 2022)
- Engage with consultant and develop schedule for Strategic Planning Process (Deadline April 30th, 2022).
- Implement Strategic Planning timeline with Consultant, Board, committees, staff and stakeholders (Deadline: May 31st, 2022)
- Utilize Board, committees, staff and community stakeholders to draft initial plan at August Full Board Meeting (deadline August 29th, 2022)
- CY 2023-2028 Strategic Plan for Board approval. (Deadline Nov 28th, 2022)
- Implement new strategic plan. (Deadline Feb 27th, 2023)

Goal 2: Identify and Implement New Board Structure (Deadline Nov 28th, 2022)

Utilize the existing Strategic Planning Process to identify a more efficient, best practice structure for how our Board of Directors operates, making best use of identifying roles and responsibilities, technology and experiences to develop a board structure that eliminates duplicity, realizing maximum efficiency and time savings for all board members.

- Engage with consultant and develop a Strategic Planning Process schedule (Deadline April 30th, 2022).

- Implement Strategic Planning timeline with Consultant, Board, committees, staff and stakeholders (Deadline: May 31st, 2022)
- Gain feedback through stakeholder survey(s) on structure and roles aligning with Federal and State policy. (Deadline August 28th, 2022)
- Develop and receive board approval of Roles/Responsibilities contract between GLBMW! Workforce Development and Consortium Boards. (Deadline Nov 28th, 2022)
- Implement new strategic plan and board/ committee structure. (Deadline Feb 27th, 2023)

Goal 3: Identify and Implement Board approved Program and Fiscal Performance metrics and performance criteria. (Deadline Feb 28th, 2022)

- Engage with consultant and develop schedule for Strategic Planning Process (Deadline April 30th, 2022).
- Implement Strategic Planning timeline with Consultant, Board, committees, staff and stakeholders (Deadline: May 31st, 2022)
- Gain feedback through stakeholder survey(s) on structure and roles aligning with Federal and State policy. (Deadline August 28th, 2022)
- Develop and receive board approval of Fiscal and Program metrics by GLBMW! Joint Board of Directors. (Deadline Nov 28th, 2022)

Goal 4: Continued expenditure reduction implementation (Deadline Oct 1, 2022)

Identify opportunities for cost reduction in all areas of the GLBMW! administrative and programmatic zones to include Fiscal and Administrative Entities, contracted service providers duplication, cost reduction.

- Engage with Chief Administrative Officer, GLBMW! Fiscal Staff, GLBMW! IT Director and Contracted Service providers to map out and identify cost reduction opportunities. (Aug 29th, 2022)
- Establish operating agreements with all GLBMW! service providers (Deadline Sept 30th, 2022)
- Implement updated structures, agreements. (Deadline Oct 1st, 2022)