

Administrative Board
Wednesday, October 24, 2018
Capital Area Michigan Works! Service Center

**MEMBERS
PRESENT**

Bob Showers, Chair
Joe Brehler
David Pohl
Kathie Dunbar
Jody Washington
Sarah Anthony
Glenn Freeman

**MEMBERS
ABSENT**

Carol Koenig
Kara Hope
Aaron Stephens
Adam Hussain
Jeremy Garza

SECRETARIAT

Edee Hatter-
Williams

ADMIN STAFF

Carrie
Rosingana
Becky Powers
Kate Snyder

GUESTS

Rachel Rosendale
Jana Bowman

Bob Showers, Chair, called the meeting to order at 3:31 p.m.

- ITEM #1 WELCOME
Bob welcomed everyone.
- ITEM #2 PUBLIC COMMENT - There was no public comment.
- ITEM #3 MINUTES OF AUGUST 22, 2018 ADMINISTRATIVE BOARD MEETING (Attachment on file)
- 18-47 Motion by Glenn Freeman, supported by Dave Pohl, to accept the minutes as presented.
Motion Passed Unanimously.
- ITEM #4 ACCEPTANCE OF PY18 WIOA CARRY FORWARD ADULT FUNDING (Attachment on file)
- ITEM #5 ACCEPTANCE OF PY18 WIOA CARRY FORWARD DISLOCATED WORKER FUNDING (Attachment on file)
- ITEM #6 ACCEPTANCE OF PY18 WIOA CARRY FORWARD YOUTH FUNDING (Attachment on file)
- ITEM #7 ACCEPTANCE OF ADDITIONAL 2017-2018 JOBS FOR MICHIGAN'S GRADUATES (JMG) FUNDING
(Attachment on file)
- ITEM #8 ACCEPTANCE OF PY18 CARRY FORWARD EMPLOYMENT SERVICES / WAGNER-PEYSER FUNDING
(Attachment on file)
- Bob explained that at the executive committee meeting they noticed that items 4 – 8 were transfers and not new monies so the committee opted to vote on them together rather than separately.**
- 18-48 Motion by Jody Washington, supported by Joe Brehler, to accept the funding transfers in **items 4 - 8**.
Motion Passed Unanimously.
- ITEM #9 ACCEPTANCE OF ADDITIONAL CY18 RE-EMPLOYMENT SERVICES & ELIGIBILITY ASSESSMENT
(RESEA) FUNDING
Carrie explained the funding. (Attachment on file)
- 18-49 Motion by Dave Pohl, supported by Jody Washington, to accept the funding.
Motion Passed Unanimously.
- ITEM #10 ACCEPTANCE OF REVISED FY19 PARTNERSHIP. ACCOUNTABILITY. TRAINING. HOPE (P.A.T.H)
ALLOCATION
Becky explained the funding. (Attachment on file)
- 18-50 Motion by Glenn Freeman, supported by Sarah Anthony, to accept the funding.
Motion Passed Unanimously.

- ITEM #11 ACCEPTANCE OF REVISED FY19 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T)
ALLOCATION
Becky explained the funding increase. (Attachment on file)
- 18-51 Motion by Dave Pohl, supported by Jody Washington, to accept the funding.
Motion Passed Unanimously.
- ITEM #12 ACCEPTANCE OF REVISED FY18 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T)
ALLOCATION
Becky explained the funding. (Attachment on file)
- 18-52 Motion by Dave Pohl, supported by Jody Washington, to accept the funding.
Motion Passed Unanimously.
- ITEM #13 ACCEPTANCE OF PY18 WIOA STATEWIDE ACTIVITIES FUNDING FOR CAREER EXPLORATION &
EXPERIENCE EVENT
Carrie explained the funding. (Attachment on file)
- 18-53 Motion by Glenn Freeman, supported by Dave Pohl, to accept the funding.
Motion Passed Unanimously.
- ITEM #14 ACCEPTANCE OF ADDITIONAL FY18 COMMUNITY VENTURES FUNDING
Carrie explained the funding. (Attachment on file)
- 18-54 Motion by Joe Brehler, supported by Glenn Freeman, to accept the funding.
Motion Passed Unanimously.
- ITEM #15 ACCEPTANCE OF FY19 EMPLOYER ENGAGEMENT ACTIVITIES FUNDING
Carrie explained the funding. (Attachment on file)
- 18-55 Motion by Dave Pohl, supported by Sarah Anthony, to accept the funding.
Motion Passed Unanimously.
- ITEM #16 APPOINTMENTS
a. Workforce Development Board
b. T3 (Teach. Talent. Thrive.) Advisory Council

Edee explained the appointments Shelly Neal to the WDB and Michele Strasz and Jason Mellema to T3.
(Attachment on file)
- 18-56 Motion by Dave Pohl, supported by Jody Washington, to accept the appointments.
Motion Passed Unanimously.
- ITEM #17 ACCEPTANCE OF ADDITIONAL PY18 EMPLOYMENT SERVICE / WAGNER-PEYSER FUNDING
Becky explained that this item was brought back from the last meeting as there were not enough members present
to vote with the abstentions of Clinton County. The result is the same for this meeting so no action can be taken
and will be brought back to the next meeting. (Attachment on file)
- ITEM #18 ACCEPTANCE OF FY19 GF/GP WORK-BASED TRAINING FOR SPECIAL POPULATIONS FUNDING
Becky explained the funding. (Attachment on file)
- 18-57 Motion by Glenn Freeman, supported by Dave Pohl, to accept the funding.
Motion Passed Unanimously.
- ITEM #19 ACCEPTANCE OF PY18 REFUGEE & IMMIGRANT NAVIGATOR PROGRAM FUNDING
Becky explained the funding. (Attachment on file)

- 18-58 Motion by Dave Pohl, supported by Sarah Anthony, to accept the funding.
Motion Passed Unanimously.
- ITEM #20 APPROVAL TO CREATE T3 (Teach. Talent. Thrive.) FACILITATOR POSITION
Edee explained that this position is currently on contract ending December 31, 2018. It would be posted near the end of the year as a permanent position to hopefully start in January. (Attachment on file)
- 18-59 Motion by Jody Washington, supported by Kathie Dunbar, to approve the position.
Motion Passed Unanimously.
- ITEM #21 ACCEPTANCE OF MARSHALL PLAN CONCEPT
Edee explained the plan and the summary submitted has passed to phase II. The next step is to submit a talent application. There was discussion and comments regarding participation consideration. (Attachment on file)
- 18-60 Motion by Dave Pohl, supported by Kathie Dunbar, to accept the plan.
Motion Passed Unanimously.
- ITEM #22 CAITC UPDATE – *(for informational purposes only)*
Carrie reviewed the update and advised that the executive director had accepted a new position. The job has been posted for a replacement.
- ITEM #23 HOT JOBS / RAPID RESPONSE REPORTS
Carrie reviewed the Hot Jobs reports and talked about layoffs for American Red Cross and anticipated layoffs for the State Senate Office.
- ITEM #24 COMMUNICATIONS UPDATE
Kate talked about the Apprenticeship in a Day event, how the process works and outreach for it. There was discussion about its purpose and Edee explained it was not usurping the labor unions and it is for all industries. Kate talked about MFG Day, it's goal and assistance to CAMC with media relations and support for that day. She followed with T3 op-eds about MiCareerQuest scheduled to take place in April. T3 is working to engage employers in participating as sponsors and exhibitors. There was discussion about organized labor representation at events like this. (Attachments on file)
- ITEM #25 CEO REPORT
Edee talked about the federal budget and advised that we are good shape and the focus is on TANF reauthorization. As far as the state budget, we pretty much got what was asked for.
- ITEM #26 OTHER
APPROVAL OF EMPLOYEE SALARY RECOMMENDATIONS
Bob addressed the recommendations and asked for approval.
- 18-61 Motion by Jody Washington, supported by Sarah Anthony, to approve the recommendations.
Motion Passed Unanimously.
- APPROVAL OF PART-TIME SALARY INCREASE
Bob addressed the increase from \$10 to \$12 per hour and asked for approval.
- 18-62 Motion by Jody Washington, supported by Joe Brehler, to approve the increase.
Motion Passed Unanimously.

The Administrative Board meeting adjourned at 4:23 p.m.