

**Administrative Board**  
**Wednesday, August 22, 2018**  
Capital Area Michigan Works! Service Center

**MEMBERS PRESENT**

Bob Showers, Chair  
Joe Brehler  
David Pohl  
Jeremy Garza  
Kathie Dunbar  
Jody Washington  
Aaron Stephens

**MEMBERS ABSENT**

Glenn Freeman  
Carol Koenig  
Kara Hope  
Sarah Anthony  
Adam Hussain

**SECRETARIAT**

Edee Hatter-Williams

**ADMIN STAFF**

Carrie Rosingana  
Rosanne Allen  
Becky Powers  
Kate Snyder

**GUESTS**

Rachel Rosendale  
Fonda Turner-Cavin

Bob Showers, Chair, called the meeting to order at 3:35 p.m.

- ITEM #1      WELCOME  
Bob welcomed everyone.
- ITEM #2      PUBLIC COMMENT - There was no public comment.
- ITEM #3      MINUTES OF MAY 23, 2018 ADMINISTRATIVE BOARD MEETING (Attachment on file)
- 18-27      Motion by Dave Pohl, supported by Jody Washington, to accept the minutes as presented.  
Motion Passed Unanimously.
- ITEM #4      ACCEPTANCE OF ADDITIONAL CY18 APPRENTICESHIP USA/STATE ACCELERATOR FUNDING  
Becky explained the funding. (Attachment on file)
- 18-28      Motion by Aaron Stephens, supported by Kathie Dunbar, to accept the funding.  
Motion Passed Unanimously.
- ITEM #5      ACCEPTANCE OF ADDITIONAL FY18 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T)  
FUNDING  
Becky explained the funding. (Attachment on file)
- 18-29      Motion by Aaron Stephens, supported by Kathie Dunbar, to accept the funding.  
Motion Passed Unanimously.
- ITEM #6      ACCEPTANCE OF FY18 GFGP FUNDING FOR FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T)  
PROGRAM  
Becky explained the funding. (Attachment on file)
- 18-30      Motion by Dave Pohl, supported by Jody Washington, to accept the funding.  
Motion Passed Unanimously.
- ITEM #7      ACCEPTANCE OF ADDITIONAL FY18 TRADE ADJUSTMENT ASSISTANCE (TAA) FUNDING  
Becky explained the funding. (Attachment on file)
- 18-31      Motion by Aaron Stephens, supported by Kathie Dunbar, to accept the funding.  
Motion Passed Unanimously.
- ITEM #8      ACCEPTANCE OF PY18 CAPACITY BUILDING & PROFESSIONAL DEVELOPMENT FUNDING  
Becky explained the funding. (Attachment on file)
- 18-32      Motion by Jody Washington, supported by Dave Pohl, to accept the funding.  
Motion Passed Unanimously.

- ITEM #9 ACCEPTANCE OF AY17 WIOA STATEWIDE ACTIVITIES FUNDING FOR HIGH CONCENTRATION ELIGIBLE YOUTH  
Carrie explained the funding. (Attachment on file)
- 18-33 Motion by Kathie Dunbar, supported by Aaron Stephens, to accept the funding.  
Motion Passed Unanimously.
- ITEM #10 ACCEPTANCE OF AY17 WIOA STATEWIDE ACTIVITIES FUNDING FOR MICHIGAN WORKS! SERVICE CENTER  
Becky explained the funding. (Attachment on file)
- 18-34 Motion by Dave Pohl, supported by Jody Washington, to accept the funding.  
Motion Passed Unanimously.
- ITEM #11 ACCEPTANCE OF CY18 RE-EMPLOYMENT SERVICES & ELIGIBILITY ASSESSMENT (RESEA) FUNDING  
Carrie explained the funding. (Attachment on file)
- 18-35 Motion by Kathie Dunbar, supported by Aaron Stephens, to accept the funding.  
Motion Passed Unanimously.
- ITEM #12 FINAL FY18 FOSTER CARE SUMMER YOUTH (SYEP) PROGRAM FUNDING  
Carrie explained the funding. (Attachment on file)
- 18-36 Motion by Jody Washington, supported by Dave Pohl, to accept the funding.  
Motion Passed Unanimously.
- ITEM #13 RECOMMENDATION FOR FY19 PARTNERSHIP. ACCOUNTABILITY. TRAINING. HOPE (P.A.T.H) PLANNING FUNDING  
Becky explained the funding as estimated with a 10% cut. (Attachment on file)
- 18-37 Motion by Kathie Dunbar, supported by Dave Pohl, to accept the funding.  
Motion Passed Unanimously.
- ITEM #14 RECOMMENDATION FOR FY19 FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T) PLANNING FUNDING  
Becky explained the funding as estimated with a 10% cut. (Attachment on file)
- 18-38 Motion by Dave Pohl, supported by Jody Washington, to accept the funding.  
Motion Passed Unanimously.
- ITEM #15 APPROVAL OF REVISED ADMINISTRATIVE BOARD BYLAWS  
Edee explained the revision to be a change of the date of elections from first meeting of the new year to the last meeting of the current year. (Attachment on file)
- 18-39 Motion by Aaron Stephens, supported by Jody Washington, to accept the revised bylaws.  
Motion Passed Unanimously.
- ITEM #16 ACCEPTANCE OF ADDITIONAL PY18 WIOA ADULT FUNDING  
Becky explained the funding. (Attachment on file)
- 18-40 Motion by Kathie Dunbar, supported by Dave Pohl, to accept the funding.  
Motion Passed Unanimously.
- ITEM #17 ACCEPTANCE OF ADDITIONAL PY18 WIOA DISLOCATED WORKER FUNDING  
Becky explained the funding. (Attachment on file)
- 18-41 Motion by Dave Pohl, supported by Aaron Stephens, to accept the funding.  
Motion Passed Unanimously.

- ITEM #18 ACCEPTANCE OF ADDITIONAL PY18 WIOA YOUTH FUNDING  
Becky explained the funding. (Attachment on file)
- 18-42 Motion by Aaron Stephens, supported by Jody Washington, to accept the funding.  
Motion Passed Unanimously.
- ITEM #19 ACCEPTANCE OF ADDITIONAL PY18 EMPLOYMENT SERVICE / WAGNER-PEYSER FUNDING  
Becky explained the funding. (Attachment on file)
- 18-43 Motion by Jody Washington, supported by Aaron Stephens, to accept the funding. Bob Showers and Dave Pohl abstained since funding is distributed to Clinton County.
- Motion did not pass due to lack of quorum. This item will be brought back to the October meeting.
- ITEM #20 ACCEPTANCE OF COMMUNITY VENTURES PROGRAM FUNDING  
Edee explained the funding and the positions it will be used for. (Attachment on file)
- 18-44 Motion by Dave Pohl, supported by Jeremy Garza, to accept the funding.  
Motion Passed Unanimously.
- ITEM #21 APPROVAL OF ADDITIONAL POSITIONS  
A. Business Resource Coach  
B. New Americans (Refugee) Navigator
- Edee described the positions. (Attachment on file)
- 18-45 Motion by Aaron Stephens, supported by Kathie Dunbar, to approve the positions.  
Motion Passed Unanimously.
- ITEM #22 CAITC UPDATE – *(for informational purposes only)*  
Carrie talked about the membership increase of the IT council and increase in attendance of the Women in Tech Peer Group. (Attachment on file)
- ITEM #23 HOT JOBS / RAPID RESPONSE REPORTS  
Carrie reviewed the Hot Jobs reports and noted that the BST report reflects only jobs that pay \$15 per hour or more. This is up from \$13 per hour, which aligns with WIOA. Regarding the Rapid Response report, Carrie talked about Clinton Electronics and Younkers. Kathie mentioned that the American Red Cross is expected to lay off 230. There was discussion about the status of Meridian Magnesium.
- ITEM #24 COMMUNICATIONS UPDATE  
Kate handed out the Fall 2018 Hot Jobs flyer and, in the Communications Report, talked about employer interviews, CAMW! in Action - an op-ed by Luann Dunsford in the Detroit News; and social media highlights.
- ITEM #25 CEO REPORT  
Edee requested the appointment of Debbie Petersmark from WILX to the WDB. Debbie will replace Mike King.
- 18-46 Motion by Kathie Dunbar, supported by Aaron Stephens, to approve the positions.  
Motion Passed Unanimously.
- Edee talked about Bill Brewer (WDB member) receiving the Credit Union Volunteer award; the LSJ article about the CAMC and Virg Bernero's introductory letter as the new executive director of the CAMC; her appointment as chair of the new MWA Legislative Committee and letters to the gubernatorial candidates about the Michigan Works! system to assist them with their jobs plan; closure of the CAITC investigation by the DOJ; her participation at a roundtable about "winning the war on talent"; the MWA annual conference; and her participation on the selection committee of the new executive director for the TCRPC.

ITEM #26      OTHER - None

The Administrative Board meeting adjourned at 4:40 p.m.