

Administrative Board
Wednesday, August 23, 2017
Capital Area Michigan Works! Service Center

MEMBERS PRESENT

Judi Brown Clarke, Chair
Joe Brehler
Bob Showers
David Pohl
Adam Hussein
Kathie Dunbar
Mark Meadows

MEMBERS ABSENT

Sarah Anthony
Glenn Freeman
Kara Hope
Carol Koenig
Renee Freeman

SECRETARIAT

Edee Hatter-Williams

ADMIN STAFF

Rosanne Allen
Becky Powers
Carrie Rosingana
Kate Snyder

GUESTS

Rachel Rosendale
Karen Maas
Jana Bowman
Renee Price
Shawna Nyeholt

Judi Brown Clarke, Chair, called the meeting to order at 3:32 p.m.

ITEM #1 WELCOME

Judi welcomed everyone.

ITEM #2 PUBLIC COMMENT - There was no public comment.

ITEM #3 MINUTES OF AUGUST 23, 2017 ADMINISTRATIVE BOARD MEETING (Attachment on file)

17-37 Motion by Dave Pohl, supported by Kathie Dunbar, to accept the minutes as presented.
Motion Passed Unanimously.

ITEM #4 ACCEPTANCE OF ADDITIONAL FY17 PATH REFUGEE FUNDING
Becky explained the funding. (Attachment on file)

17-38 Motion by Dave Pohl, supported by Bob Showers, to accept the funding.
Motion Passed Unanimously.

ITEM #5 ACCEPTANCE OF ADDITIONAL FY17 PATH FUNDING
Becky explained the funding. (Attachment on file)

17-39 Motion by Mark Meadows, supported by Bob Showers, to accept the funding.
Motion Passed Unanimously.

ITEM #6 FINAL DISTRIBUTION OF FY17 FOSTER CARE SUMMER YOUTH (SYEP) FUNDING
Carrie explained the distribution process and funding. Nineteen slots out of 20 were filled. (Attachment on file)

17-40 Motion by Kathie Dunbar, supported by Adam Hussain, to accept the funding.
Motion Passed Unanimously.

ITEM #7 RECOMMENDATION OF CY17 REGIONAL PROSPERITY INITIATIVE FUNDING
Carrie explained the distribution of funding to T3 and Piper & Gold. (Attachment on file)

17-41 Motion by Mark Meadows, supported by Bob Showers, to accept the funding.
Motion Passed Unanimously.

ITEM #8 ACCEPTANCE OF PY17 STATEWIDE ACTIVITIES HIGH CONCENTRATION YOUTH FUNDING
Carrie explained funding. (Attachment on file)

17-42 Motion by Kathie Dunbar, supported by Adam Hussain, to accept the funding.
Motion Passed Unanimously.

- ITEM #9 ACCEPTANCE OF CY17 REEMPLOYMENT SERVICES & ELIGIBILITY ASSESSMENT (RESEA) FUNDING
Carrie explained funding. (Attachment on file)
- 17-43 Motion by Adam Hussain, supported by Kathie Dunbar, to accept the funding. .
Motion Passed Unanimously.
- ITEM #10 RECOMMENDATION FOR ADDITIONAL PY17 EMPLOYMENT SERVICE/WAGNER-PEYSER FUNDING
Becky explained the funding. (Attachment on file)
- 17-44 Motion by Dave Pohl, supported by Kathie Dunbar, to accept the funding. .
Motion Passed Unanimously.
- ITEM #11 RECOMMENDATION OF FY18 PLANNING PATH FUNDING
Becky explained the funding. (Attachment on file)
- 17-45 Motion by Joe Brehler, supported by Adam Hussain, to accept the funding. .
Motion Passed Unanimously.
- ITEM #12 RECOMMENDATION OF FY18 PLANNING FOOD ASSISTANCE EMPLOYMENT & TRAINING (FAE&T)
FUNDING
Becky explained the estimated funding. (Attachment on file)
- 17-46 Motion by Bob Showers, supported by Mark Meadows, to accept the funding. .
Motion Passed Unanimously.
- ITEM #13 ACCEPTANCE OF ADDITIONAL WIOA STATEWIDE ACTIVITIES FUNDING
Becky explained that the funding will be used to update signs and printed materials. (Attachment on file)
- 17-47 Motion by Adam Hussain, supported by Dave Pohl, to accept the funding. .
Motion Passed Unanimously.
- ITEM #14 APPOINTMENT TO T3 BUSINESS COUNCIL ADVISORY GROUP (Attachments on file)
Edee requested that Jack Davis be appointed to the T3 Advisory Group.
- 17-48 Motion by Mark Meadows, supported by Bob Showers, to accept the funding. .
Motion Passed Unanimously.
- Additionally, Edee requested that Shelly Neal be appointed as an alternate to Rosanne Renauer on the WDB.
- 17-49 Motion by Joe Brehler, supported by Mark Meadows, to accept the funding. .
Motion Passed Unanimously.
- ITEM #15 COUNCILS UPDATE – *(for informational purposes only)*
Carrie talked about Capital Comeback and new officer positions of CAITC. She highlighted CAMC retention visits and recruitment events. (Attachment on file)
- ITEM #16 HOT JOBS REPORTS / RAPID RESPONSE RPT
Carrie review the Hot Jobs reports and talked about GM and adjustment for TAA services. (Attachment on file)
- ITEM #17 COMMUNICATIONS UPDATE
Kate talked about cooperative advertising outreach. New advertising will begin October 1. The annual report is under way. She highlighted a media clip about career changes and growth as well as success stories featured at Sparrow. She provided a branding update and staff voting. Board members were offered the opportunity to vote.

ITEM #18

CEO REPORT

Edee talked about the LMI report; the feature for comment on the website; a letter from a client praising the service received as a job seeker; strategic planning and where CAMW! should go - plans to allocate time at the October meeting for discussion; MWA conference and leadership track for board members; election as president of GLETA and goal of the board; nominations for 2 of 3 leadership positions on MWA Board of Directors; draft copy of employee manual shared with the executive committee – will distribute to the entire board at the October meeting; recommendation of the City of Lansing to run the prisoner reentry program in all 3 counties; the threat of a government shutdown by the President; and staffing changes of the resignation of Andrea Ragan as executive director of CAITC, hiring of new talent team leader for ES function and the first new citizen (refugee), who was a prior PATH participant, as a talent specialist.

ITEM #19

OTHER – None.

The Administrative Board meeting adjourned at 4:30 p.m.