**Administrative Board Meeting**

**Wednesday, February 22, 2023**

**\*\*\* This meeting was held both in-person at Capital Area Michigan Works! and virtually on Zoom \*\*\***

**Present**

Joseph Brehler (Chair)

Dana Watson (1st Vice Chair)

Jeffrey Brown (2nd Vice Chair)

Bob Showers

Brian T. Jackson

Dave Pohl

Irene Cahill

Jeanne Pearl-Wright

Karla Ruest

Robin Anderson-King

Ryan Kost

**Absent**

Ryan Sebolt

**Secretariat**

Carrie Rosingana

**Staff**

Becky Powers

Genell Dorty

Tekea Norwood

**Guests**

Danielle Grubaugh

Kate Snyder

Micah Hefty

Norean Saul

R’Shane Lonzo

**AGENDA**

**ITEM #1 WELCOME –** Joe Brehler calls the meeting to order at 3:30 p.m.

**ITEM #2 PUBLIC COMMENT**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* CONSENT AGENDA \*\*\*\*\* (Attachments for each item included) \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**Action ITEM #3 MINUTES OF DECEMBER 7, 2022 JOINT BOARD MEETING**

**Action ITEM #4 ACCEPTANCE OF THE WORKFORCE INNOVATION AND OPPORTUNITY (WIOA) ACT**

**STATEWIDE ACTIVITIES FUNDING (SWA)**

**Action ITEM #5 RECOMMENDATION FOR CAMW! ADMINISTRATIVE PERSONNEL SALARY ADJUSTMENT**

**Action ITEM #6 ACCEPTANCE OF FY2023 GOING PRO TALENT FUND (GPTF) CYCLE 1 AWARDS**

**Action ITEM #7 ACCEPTANCE OF GAFFNEY INTERNAL MONITORING REPORT FOR CAMW!**

**ADMINISTRATION**

**Action ITEM #8 ACCEPTANCE OF GAFFNEY PROGRAM/FISCAL MONITORING REPORT FOR**

**SUB-RECIPIENTS:**

1. Lansing School District
2. Peckham Incorporated
3. Potterville School District

Joe Brehler pulls Item #5 to be voted on separately. Dave Pohl wishes to discuss Item #8 briefly but does not want to pull it for a separate vote.

23-01 Jeffrey Brown motions to accept Item numbers 3, 4, 6, 7, and 8. Bob Showers seconds. Motion passes unanimously.

23-02 Joe Brehler opens the floor to discuss Item #5. Jeffrey Brown gives brief statements regarding the Item before motioning to accept Item #5. Dave Pohl supports the motion. Motion passes unanimously.

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**ITEM #9 CAITC UPDATE**

Tekea Norwood gives a brief update regarding the CAITC. She shares that the CAITC met with Cindy Kangas from the Capital Area Manufacturing Council (CAMC) regarding CAITC as the CAITC board continues weighing the option of becoming a 501(c)(6) or staying with Capital Area Michigan Works!.

**ITEM #10 HOT JOBS/RAPID RESPONSE & JOBS FILLED/JOBS POSTED**

Tekea moves on to discuss the Hot Jobs and Jobs Filled report by sharing that in January, the CAMW! Business Services Team helped fill 98 jobs across multiple industry sectors.

**ITEM #11 BUSINESS RESOURCE NETWORK/NEW AMERICANS NAVIGATOR PROGRAM UPDATES**

Lastly, Tekea provides updates regarding the new Business Resource Network and New Americans Navigator Program reports.

**ITEM #12 COMMUNICATIONS REPORT**

Kate Snyder begins the communications report by discussing CAMW!’s response taken regarding the February 13th shootings at Michigan State University. Kate moves on to give updates on the communications goals for CAMW! for all of 2023.

**ITEM #13 CEO REPORT**

Carrie Rosingana starts the CEO report by bringing two additional Action Items to the Administrative Board for approval.

**a. ACCEPTANCE OF INTEGRATED EDUCATION AND TRAINING (IET) PY21 PROGRAM**

**FUNDING**

**b. ACCEPTANCE OF YOUNG PROFESSIONALS AY21 WORKFORCE INNOVATION AND**

**OPPORTUNITY ACT (WIOA) STATEWIDE ACTIVITIES FUNDING**

23-03 Bob Showers motions to accept both Items. Jeanne Pearl-Wright supports. Motion passes unanimously.

Moving on with the CEO report, Carrie discusses a letter that the Michigan Works! Association compiled to highlight some priorities that the system is seeking support for.This letter has been provided to multiple lawmakers throughout the state in hopes of adding support to the system we are connected to.

Carrie shifts to some budget updates by first sharing that on January 31, 2023 a $1.1 billion supplemental budget was passed which included two specific allocations tied to the workforce system. The first was $15 million dollars for Barrier Removal Employment Success (BRES) which directly supports our Business Resource Network and New Americans Navigator programs regionally. The second was a $25 million dollar allocation for Statewide Apprenticeship Expansion to continue to have an Apprenticeship Success Coordinator in place for Michigan Works! agencies. Additionally, these funds would also be used in creating or expanding Apprenticeship programs with new businesses across the state.

Touching on the fiscal year 2024 budget, Carrie mentions one-time funding is included to the Going PRO Talent Fund program in the amount of $30 million dollars. She also discusses a $20 million dollar allocation being included for talent retention and expansion efforts slated to go to the Department of Labor and Economic Opportunity (LEO), which would be used for the Michigan Industry Cluster Approach (MICA) projects.

Moving on from budget discussions, Carrie touches base on a letter of support regarding the Immigrant and Refugee Resource Collaborative (IRRC) to receive an 18 month grant that would award up to $180,000 dollars for both staffing and resource purposes.

Carrie then brought up two additional grant opportunities. The first is an application submitted in partnership with the Lansing Economic Area Partnership (LEAP) and United Way South Central Michigan for a regional child care grant. The second letter of support was submitted by CAMW! to the Capital Area Housing Partnership for a Lansing Rotary Grant to support their redevelopment of the Walter French building next to the CAMW! Lansing location..

Carrie recognizes the work of the CAMW! Business Services Team in support of regional Going PRO Talent Fund cycle one applications.

In her last two updates for the CEO report, Carrie shares that she has been asked to join the Michigan College Access Network (MCAN) Advisory Council on behalf of the Michigan Works! system alongside Ryan Hundt, CEO of the Michigan Works! Association. She has also been asked to have her name submitted to the Department of Labor for the Workforce Information Advisory Council membership.

Carrie closes out the CEO report by discussing the walkthrough our Lansing AJC had from Secure Education Consultants regarding building safety. They were able to provide feedback for emergency situations as well as suggestions to improve the internal safety procedures in place.

**ITEM #14 MEMBER ROUNDTABLE**

Irene Cahill mentions the upcoming Recycle Rama event on Saturday, April 22, 2023 from 9:00 a.m. – 2:00 p.m. at the Ingham County Health Department.

**ITEM #15 ADJOURNMENT**

Joe Brehler adjourned the meeting at 4:32 p.m.