**Administrative Board Meeting**

**Wednesday, June 28, 2023**

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

**Present**

Joseph Brehler (Chair)

Jeffrey Brown (2nd Vice Chair)

Bob Showers

Dave Pohl

Irene Cahill

Jeanne Pearl-Wright

Karla Ruest

Robin Anderson-King

**Absent**

Brian T. Jackson

Dana Watson (1st Vice Chair)

Ryan Kost

Ryan Sebolt

**Secretariat**

Carrie Rosingana

**Staff**

Amanda Johnson

Amirika Richardson

Becky Powers

Genell Dorty

Joe Winkiel

John Adams

Lisa Rucker

Nick Chaffin

Robert Ramon

Tekea Norwood

Teri Sand

**Guests**

Kate Snyder

Micah Hefty

**AGENDA**

 **ITEM #1 WELCOME –** Joe Brehler calls the meeting to order at 3:31 p.m.

 **ITEM #2 PUBLIC COMMENT**

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

 **Action ITEM #3 MINUTES OF APRIL 26, 2023 ADMINISTRATIVE BOARD MEETING**

 **Action ITEM #4 ACCEPTANCE OF ONE-STOP OPERATOR FUNDING RECOMMENDATION**

 **Action ITEM #5 ACCEPTANCE OF ADDITIONAL PY2023 WORKFORCE INNOVATION &**

**OPPORTUNITY ACT (WIOA) FUNDING**

1. Adult
2. Dislocated Worker

 **Action ITEM #6 ACCEPTANCE OF ADDITIONAL PY2023 WORKFORCE INNOVATION &**

**OPPORTUNITY ACT (WIOA) YOUTH FUNDING**

 **Action ITEM #7 ACCEPTANCE OF ADDITIONAL PY2023 WAGNER PEYSER/EMPLOYMENT**

**SERVICES FUNDING**

 **Action ITEM #8 ACCEPTANCE OF PY2023 HIGH CONCENTRATION OF WIOA ELIGIBLE YOUTH**

**FUNDING**

 **Action ITEM #9 ACCEPTANCE OF PY2023 CAREER EXPLORATION AND EXPERIENCE FUNDING**

 **Action ITEM #10 ACCEPTANCE OF PY2023 CAPACITY BUILDING & PROFESSIONAL**

**DEVELOPMENT FUNDING**

 **Action ITEM #11 ACCEPTANCE OF PY2023 CUSTOMER RELATIONSHIP MANAGEMENT (CRM)**

**FUNDING**

 **Action ITEM #12 ACCEPTANCE OF PY2023 MICHIGAN ELECTRIC VEHICLE JOBS ACADEMY**

**AND MEDC-TALENT ACTION TEAM FUNDING**

 **Action ITEM #13 RECOMMENDATION FOR THE PUBLIC RELATIONS & MARKETING SERVICES**

**CONTRACT ENDING 6/30/2023**

 **Action ITEM #14 ACCEPTANCE OF CAMW! AGENCY BUDGET FOR FISCAL YEAR 2023**

**(7/1/2023-6/30/2024)**

23-05 Motion by Irene Cahill to accept consent agenda items 3-14 and additional Item 15.

David Pohl supports motion. The motion passes unanimously.

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 **Action ITEM #15 RECOMMENDATION FOR CAMW! AGENCY AUDITOR FOR FISCAL YEAR ENDING 6/30/2023**

**ITEM #16 CAITC UPDATE**

 Tekea Norwood shares some brief updates surrounding the CAITC by stating that the board has

unanimously voted to sunset the council as of the end of June. Peer groups and membership holders have already been informed. The Council budget balance will be used to reimburse memberships going back to October 1st of 2022 and the remaining budget balance will be donated to Wilson Talent Center to support IT Program scholarships for students as directed by a board of director vote. One of the peer groups, Women in Technology, may continue meeting in a less formal format and continuing to hold networking groups. Other peer groups may as well.

 **ITEM #17 HOT JOBS/RAPID RESPONSE & JOBS FILLED/JOBS POSTED**

 Tekea continues on to discuss the Hot Jobs and Jobs Filled report by sharing that in May, the

CAMW! Business Services Team helped fill 134 jobs across multiple industry sectors.

 **ITEM #18 BUSINESS RESOURCE NETWORK/REFUGEE NAVIGATOR PROGRAM UPDATES**

Tekea then provides updates regarding the Business Resource Network (BRN) and the New Americans Navigator programs. Specifically, Tekea mentions that Sparrow has renewed their partnership with BRN for another year.

**ITEM # 19 PRESENTATION- TERI SAND AND AMANDA JOHNSON – OVERVIEW OF BUSINESS SERVICES REPORTS AND RETENTION SERVICES**

 **ITEM #20 COMMUNICATIONS UPDATE**

 Kate Snyder with Piper & Gold gives the communications update, specifically touching on

the recent MiCareerQuest Capital Area 2023 event and upcoming advertising plans for

CAMW!

 **ITEM #21 CEO REPORT**

Before getting to the CEO report, Carrie informs the board of two other action items that need to be voted on that were not initially included in the consent agenda:

**Action ITEM #21a ACCEPTANCE OF A RENEWAL OF A THREE-YEAR CONTRACT FOR THE CEO POSITION**

**EFFECTIVE JULY 1, 2023**

**Action ITEM #21b ACCEPTANCE OF A SALARY INCREASE REQUEST FOR COO TEKEA NORWOOD**

23-06 Motion by David Pohl to accept additional action items 20a and 20b. Jeanne Pearl-Wright supports the motion. The motion passes unanimously.

 Carrie begins the CEO report by discussing internal conversations regarding future roles surrounding Human Resources in our CAMW! region. Carrie shares that CAMW! will be putting together a cost analysis of what this position would entail as well as job duties.

 Discussing some grant opportunities, Carrie shares that LEAP, CAMW!, and United Way have been working on applying for a childcare grant, with the help of public sector consultants, which would award $92 thousand dollars for regional childcare conversations. Early Childhood Investment Corporation also reached out to CAMW! to apply for a separate grant in the amount of $120 thousand dollars to build apprenticeships in childcare. Lastly, the department of Labor and Economic Opportunity released an additional $14.6 million dollars for the Barrier Removal Employment Success (BRES) program. CAMW! intends to apply for this grant as well as a way to continue to support our BRN and New Americans Navigator programs.

 Speaking on funding opportunities, Carrie shares that our region has been awarded funding surrounding the Electrification of Vehicles (EV) as our region continues to be a pilot for the expansion of EV employers. MEDC funding we are receiving will be specifically for working with Ultium. Carrie states that Global Detroit received funding to be able to work with refugees and new Americans resettling in the US with degrees, or degrees from their home country. The goal being to help connect this population with careers that can help support them.

Carrie briefly mentions the GoingPRO cycle two applications, which are now being reviewed by the CAMW! Business Services Team after the May 24th deadline.

 Carrie has been asked to chair the Coalition for College and Career Readiness (C3R) as the first non-Lansing Community College member to chief the coalition. Along with her C3R appointment, Carrie was also asked by Michelle Richard, Senior Education Advisor to Governor Whitmer, to represent the Michigan Works! system on an action team for Pre-K for All.

 Lastly, Carrie shares attended a groundbreaking ceremony at the former Walter French School, sharing that construction is underway with an expected completion date of late 2024.

**ITEM #22 MEMBER ROUNDTABLE**

 **ITEM #23 ADJOURNMENT**

 Joe adjourns the meeting at 4:58 pm.