

JOINT MEETING of the CAMW! Administrative and Workforce Development Boards
Wednesday, December 14, 2016
 Capital Area Michigan Works! Service Center

ADMINISTRATIVE BD

Members Present

Rebecca Bahar-Cook, Chair
(by phone and in person)
 David Pohl
 Joe Brehler
 Bob Showers
 Jody Washington
 Joe McDonald
 Kathie Dunbar
 Mark Meadows

Members Absent

Penelope Tsernoglou
 Sarah Anthony
 Judi Brown Clarke
 Glenn Freeman

WDB

Members Present

Jane Doty, Chair
 Andy Kotarba, 1st Vice Chair
 William Brewer, 2nd Vice Chair
 Rosanne Renauer
 Bill Kimble
 Shirley Hyde
 Scott Sowulewski, *alternate for Darcy Kerr*
 Jim Dravenstatt-Moceri
 Edith Suttles
 Rey Guzman
 Sergio Keck
 Su A'lyn Holbrook

WDB

Members Absent

Bob Trezise
 Glenn Freeman
 Shawn Davis
 Robert Proctor
 Mike King
 Sherry Pfaff-Doody
 Mark Burnham
 Paula Cunningham
 Tom Ruis
 Dean Poggiali

Secretariat

Edee Hatter-Williams

Admin Staff

Becky Powers
 Rosanne Allen
 Carrie Rosingana
 Kate Snyder

Guests

Rachel Rosendale
 Jana Bowman
 Renee Price

- ITEM #1 **CALL TO ORDER – ADMINISTRATIVE BOARD**
 Rebecca Bahar-Cook, Administrative Board Chair, called to order *(by phone)* the Administrative Board and welcomed everyone.

- ITEM #2 PUBLIC COMMENT - None

- ITEM #3 INTRODUCTIONS
 Introductions were done for all in attendance.

- ITEM #4 MINUTES OF OCTOBER 26, 2016 ADMINSTRATIVE BOARD MEETING (Attachment on file)

- 16-47 Motion by Bob Showers, supported by Dave Pohl, to accept the minutes as presented.
 Motion Passed Unanimously.

- ITEM #5 PROPOSED 2017 ADMINISTRATIVE BOARD MEETING DATES (Attachment on file)

- 16-48 Motion by Bob Showers, supported by Kathie Dunbar, to accept the proposed meeting dates.
 Motion Passed Unanimously.

- ITEM #6 **CALL TO ORDER – WORKFORCE DEVELOPMENT BOARD**
 Jane Doty, WDB Chair, called to order the Workforce Development Board.

- ITEM #7 MINUTES OF NOVEMBER 2, 2016 WORKFORCE DEVELOPMENT BOARD MEETING
 (Attachment on file)

- 16-18 Motion was made by Chris Holman, supported by Jim Dravenstatt-Moceri, to accept the minutes.
 Motion Passed Unanimously.

- ITEM #8 PROPOSED 2017 WORKFORCE DEVELOPMENT BOARD MEETING DATES (Attachment on file)

- 16-19 Motion by Chris Holman, supported by Bill Kimble, to accept the proposed meeting dates.
 Motion Passed Unanimously.

- ACTION ITEMS PRESENTED TO BOTH BOARDS**

- ITEM #9 ACCEPTANCE OF CAMW! FINANCIAL AUDIT FOR YEAR ENDED 6/30/16
 Becky reviewed the audit and reported that there were no findings or disallowed costs.
 (Attachment on file)

- 16AW-01 Motion by Shirley Hyde, supported by Rosanne Renauer, to accept the audit.
Motion Passed Unanimously by both boards.
- ITEM #10 ACCEPTANCE OF FY17 SKILLED TRADES TRAINING FUNDING
Becky explained the funding. Fifty-three applications were approved with 37 new ones. Past years' numbers were provided for comparison. There was discussion about geographic areas. Edee explained that companies with locations in multiple regions could apply through one MWA for all and not with the MWA of each location. Rey provided additional information for clarification. (Attachment on file)
- 16AW-02 Motion by Andy Kotarba, supported by Dave Pohl, to accept the funding.
Motion Passed Unanimously by both boards.
- ITEM #11 COUNCILS UPDATE – *(for informational purposes only)*
Carrie talked about Capital Comeback and highlighted CAITC and CAMC accomplishments and objectives. A handout listing companies who participated in Manufacturing Day was distributed. (Attachments/handout on file)
- ITEM #12 HOT JOBS REPORTS / RAPID RESPONSE REPORT
Carrie reviewed the Hot Jobs reports and talked about layoffs at General Motors and Comprehensive Logistics. (Attachments on file)
- ITEM #13 COMMUNICATIONS UPDATE
Kate talked about the Capital Comeback event; the 2017 cooperative advertising partnership; and advised that the next board packet would include great media coverage of STTF. (Attachment on file)
- ITEM #14 2017 CAPITAL AREA MICHIGAN WORKS! ANNUAL REPORT
Edee talked about the annual report. A report will be provided to legislators at meetings to be scheduled after January 1. She highlighted award recipients and advised that success stories and cooperative advertising would be on screens in the service center during the open house. CAMW! Continues to meet or exceed performance measures. (Handout on file)
- ITEM #15 CEO REPORT
Edee invited everyone to stay for the open house immediately after the meeting. She encouraged the board members to tour the service center and learn about the programs and services. AARP Foundation is expected to move into the building. They will assist elder workers with job searches. Edee thanked the board members for their support and gift bags of appreciation were distributed.

Rebecca arrived at 4:35 p.m. Edee and Bob Showers presented Rebecca with a plaque for her service on the Administrative Board. (Attachment on file)
- ITEM #16 OTHER - None
- ITEM #17 ADJOURN WORKFORCE DEVELOPMENT BOARD
Jane adjourned the WDB at 4:40 p.m.
- ITEM #18 ADJOURN ADMINISTRATIVE BOARD
Rebecca called for a motion to adjourn the board at 4:40 p.m.
- 16-49 Motion by Kathie Dunbar, supported by Dave Pohl, to adjourn the board.
Motion Passed Unanimously.