

Time: 8:30 a.m. – 9:30 a.m.
Location: Teleconference, 707 West Milwaukee, Detroit, MI
Facilitating: Dr. George Swan, Director

Members Present: George Swan III, Art Dudley, Larry Steward, Alice Thompson, Kenyetta Bridges, Al Nelson
Members Absent: Cal Sharp (Chairman), Saunteel Jenkins, John Harris, David Carroll, Veronica Madrigal
Guest: David Jones, Allen Brothers
Staff Present: Pamela Moore, Jose Reyes, Kristin Bailey, Robin Johnston, Stephanie Nixon, Alessia Giles, Joyce Barnes, L'Tanya Clegg

PROCEEDINGS

The Special Meeting of the Detroit Employment Solutions Corporation (DESC) Board (“the Board”) was called to order at 8:30 a.m. by Director George Swan. Director Swan asked for introductions of all participants. A motion was made to approve the Draft Agenda of July 30, 2013. Motion Carried Unanimously.

The following items were scheduled for review/approval today: 1) the Sub-Recipient Boilerplate; 2) the Professional Services Boilerplate; 3) Website Services Contract; 4) One-Stop Services Contract; 5) Detroit Public Schools (DPS) Contract; 6) SER Metro Lease; 7) Northwest Activity Center Lease; 8) 440 E. Congress Lease; and 9) the new procurement approval process.

REVIEW/APPROVAL OF SUB-RECIPIENT BOILERPLATE AND PROFESSIONAL SERVICES BOILERPLATE

Ms. Pamela Moore, President/CEO at DESC, explained that DESC staff asked counsel at Allen Brothers to review the sub-recipient boilerplate and the professional services boilerplate. The sub-recipient boilerplate will be utilized for contracts with program providers, and the professional services contract will be utilized for contracts with service providers. She noted that per the board’s request, once the boilerplates are approved by the board, staff would only need to present the scope of services and budget per provider for board approval going forward.

Director Nelson asked if a representative from Allen Brothers was in attendance and Ms. Moore stated that they were not in attendance for this particular call. Director Nelson then asked the differences between the original boilerplate boilerplate and the changes made by the attorneys. Ms. Kristin Bailey, Administrative Manager at DESC, reviewed some of the track changes in the boilerplates. Discussion ensued regarding whether the attorneys’ modifications to the boilerplates will help with certain issues that DESC faced in the past with previous providers. Ms. Moore answered in the affirmative.

Attorney David Jones from Allen Brothers joined the teleconference and answered a few questions by the board members. The Board, Mr. Jones and DESC staff all agreed that Mr. Jones (or another representative from Allen Brothers) should be present at an upcoming Corporation Board meeting to provide additional detail regarding the changes to the boilerplates.

In order to provide additional clarity regarding documents requiring review/approval by the board, Director Swan requested that all board members receive a summary document from Allen Brothers prior to the next meeting that will answer the questions posed today. In addition, Director Larry Steward requested going forward an executive summary regarding all of the materials requiring review/approval by the board.

Equal Opportunity Employer/Program
Funded by The Michigan Department of Licensing & Regulatory Affairs
Workforce Development Agency
Auxiliary Aids and Services Available Upon Request to Individuals With Disabilities

Dave Bing, Mayor

DESC Corporation Board Meeting
July 30, 2013

ADJOURNMENT

Due to a lack of a quorum during the latter portion of the teleconference, the need for additional processing time by DESC of certain contracts scheduled for review today, and the Board's request for additional information from Allen Brothers regarding changes made to the contracts, it was agreed by the DESC Corporation Board to table the motions regarding the boilerplates and additional contracts and reconvene on Thursday, August 1, 2013.

With no further business to come before the Corporation Board, the meeting was adjourned at 9:15 a.m.

Prepared by: L'Tanya Clegg