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MEETING:	Detroit Employment Solutions Corporation (DESC) AUDIT AND FINANCE COMMITTEE MEETING	DATE:	June 24, 2021
ATTENDEES:	DESC Board/Committee Members: Chris Uhl, Calvin Sharp, Maria Woodruff-Wright, Paul Trulik, Nicole Sherard-Freeman DESC Staff: Terri Weems, Alessia Baker-Giles, Sara Azu, Lynnette Robinson, David Jackson, Angela Smith, Chanelle Manus, Tara Lukas, Nia Turner, William Simpson, Elizabeth Hennessey, S. Rene Fowler Guests:	LOCATION:	Zoom Conference Meeting
BY WAY OF TELEPHONE:		CALLED TO ORDER:	10:04 a.m.
ABSENT:	Mark Redman, Ric Preuss, Alice Thompson	ADJOURNED:	10:35 a.m.
FACILITATOR:	Chris Uhl, DESC Treasurer, Audit and Finance Committee Chair	<u>PREVIOUS MINUTES APPROVED/ADOPTED:</u>	April 22, 2021

ITEM	DISCUSSION	OUTCOME/ACTION ITEM(S)
I. Welcome, Roll Call, and Introductions	<p>Chris Uhl, DESC Treasurer, Audit and Finance Committee Chair, called the meeting to order at 10:04 a.m., June 24, 2021, by way of the Open Meetings Act, In response to the COVID 19 virus pandemic and consistent with the provisions of Governor Whitmer’s Executive Orders #2020-15 (“Temporary Authorization of Remote Participation In Public Meetings”) and #2020-21 (“Temporary Requirement To Suspend Activities That Are Not Necessary To Sustain or Protect Life”), this meeting will be conducted entirely by remote access. All Board Members attending remotely identified themselves and the location they were joining from:</p> <p>Chris Uhl, Berkley, MI Calvin Sharp, Bloomfield Township, MI Maria Woodruff-Wright, West Bloomfield, MI Nicole Sherard-Freeman, Detroit, MI Paul Trulik, Shelby Township, MI</p>	

	<p style="text-align: center;">Chris Uhl requested a Motion to approve the Meeting’s Draft Agenda: Motioned: Maria Woodruff-Wright Seconded: Paul Trulik Motion Carried-Passed/Approved Unanimously</p> <p style="text-align: center;">Chris Uhl requested a Motion to approve, April 22, 2021, Draft Meeting Minutes: Motioned: Paul Trulik Seconded: Calvin Sharp Motion Carried-Passed/Approved Unanimously</p>	
<p>II. Old Business</p>	<p>There was no old business to discuss.</p>	
<p>III. Finance Report</p>	<p>Payroll Protection Program (PPP) Update:</p> <p>Alessia Baker -Giles, Finance Director reported the PPP loan is forgiven; the formal notification letter is forthcoming.</p> <p>Terri Weems thanked the Audit and Finance Committee for their support in the application process.</p> <p>Terri Weems stated a mini audit was conducted by our consultant to ensure that DESC is compliant with the Cares Act funding rules and regulations.</p> <p>Chris Uhl thanked Paul Trulik for the work that he did to navigate the PPP Loan process.</p> <p>American Rescue Plan Act (ARPA)</p> <p>Terri Weems reported that city of Detroit is working to determine use of ARPA funding. We've learned that city expected to propose funding for various workforce efforts. We are also developing understating of funding which may be forthcoming relates to Biden’s Bill Back Better Plan.</p>	

Nicole Sherard-Freeman stated no decisions have been made by Detroit City Council about the allocation of the \$826M funding. The city is still taking public comments.

Open Meetings Act (OMA)

Terri Weems reported on the changes to the OMA, which will influence how DESC conducts Governance meetings, effective June 30, 2021.

Office of the Auditor General (OAG) CRIO Audit Update

Terri Weems provided an update on the OAG CRIO Audit.
A summary of the findings was presented to the Audit and Finance Committee:

FY 2022 BUDGET

Terri Weems provided a summary of the FY 2022 Budget, with a focus on strategies, as defined by the Mayors Workforce Development Board, aimed at increasing skills, employment and improving financial stability among Detroiters for the immediate and long-term future of work. Over the past several years we continued to trend upward in funding, with diversification of revenues:

- Philanthropic investments
- City of Detroit

We have transformed the workforce system through redesigning of the career centers, innovative programming and CTE work. Given the current environment, and especially given the impact of COVID-19 on workforce, unemployment, and the future work, we are focused on ready to hire initiatives in the short term and greater coordination with system partners in the long term.

At the direction of the Mayor's Workforce Development Board, our budget contemplates that we will continue to invest heavily in training efforts, in quality career coaching and in supporting Detroiters through barriers to employment. An emphasis will be placed on special programming including a high school diploma program, supporting participants with stipends as they pursue training and closing the digital divide to support Detroiters who need technology to support their training and job exploration efforts. We are working on fundraising for some of this effort. We will continue to focus on continuous improvement and innovation within DESC and across our partners.

	<p><u>The following categories were walked through, and discussion ensued:</u></p> <p>In preparing the 2022 budget, DESC considered the following:</p> <ul style="list-style-type: none"> • Redesign efforts • Launchpad, a Salesforce Platform • Employer Engagement • Revenues • GDYT and Summer Wages • Technology • Salaries/Fringe/Benefits • Subcontractor Expenses • Participant Training • Supportive Services • Facilities & Vehicle Expenses • Professional Services & Insurance • Technology • Supplies, Dues & Subscriptions • Travel & Meeting Expenses <p>Chris, DESC Treasurer, Audit and Finance Committee Chair Requested a Motion to Recommend Presentation of the FY 2022 Budget to the DESC Corporate Board on June 29, 2021:</p> <p style="text-align: center;">Motedioned: Calvin Sharp Secoded: Paul Trulik</p> <p style="text-align: center;">Motion Carried-Passed/Approved Unanimously</p> <p>Preview Next Meeting, August 12, 2021</p>	
<p>IV. New Business</p>	<p>No new business.</p>	



VI. Public Comments	No emails from the public	
VI. Adjournment	<p>Chris Uhl, DESC Treasurer, Audit and Finance Committee Chair, requested a motion to adjourn the meeting:</p> <p style="text-align: center;">Motioned: Paul Trulik Seconded: Calvin Sharp Motion Carried-Passed/Approved Unanimously</p>	

DRAFT SUBMITTED BY:

Printed Name: S. Rene Fowler

Title: Executive Administrative Assistant

Signature: *S. Rene Fowler*

Date: July 7, 2021

DATE MINUTES APPROVED/ADOPTED: August 12, 2021

Initials *SRD*

NEXT MEETING: August 12, 2021, 10:00 a.m. – 11:30 a.m., Detroit Employment Solutions Corporation, 115 Erskine, 2nd Fl, Detroit, MI 48201 or via Zoom.

