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A Michigan Works! Agency

MEETING:	DESC Corporate Board Meeting	DATE:	January 26, 2021
VIA ZOOM ATTENDEES:	DESC Board Members: Cal Sharp, Alice Thompson, Don O'Connell, Lena Barkley, Ric Preuss, Chris Uhl, Maria Woodruff-Wright, Dannis Mitchell, Mike Aaron DESC Staff: Terri Weems, Michelle Rafferty, Stephanie Nixon, Elizabeth Hennessey, Robert Shimkoski, Sheilah Clay, Alessia Baker-Giles, Madelyne Bernard-Diab, Carmen Bender, Angela Polk, JaNae' Combs, Dana Williams, Katrina Moss, Maxie Jones	LOCATION:	Zoom Meeting
		CALLED TO ORDER:	9:48 am
ABSENT:	Excused: Toney Stewart, Nicole Sherard-Freeman Unexcused: None	ADJOURNED:	10:53 am
PUBLIC ATTENDEES:	John Allen, Christian Phillips		
FACILITATOR:	Cal Sharp, Board Chair	DATE MINUTES APPROVED/ADOPTED:	April 27, 2021

ITEM	DISCUSSION	OUTCOME/ACTION ITEM(S)
I. Welcome & Introductions	<p>Cal Sharp, Board Chair, called the meeting to order and read a statement regarding the state's recent amendment to the Open Meetings Act and how it impacts our virtual meeting. For the purpose of the minutes, all Board members attending remotely identified themselves and the location they were joining from:</p> <p>Cal Sharp from Bloomfield Township, MI Alice Thompson from Detroit, MI Chris Uhl from Berkley, MI Don O'Connell from Royal Oak, MI Ric Preuss from Detroit, MI Lena Barkley from Detroit, MI Maria Woodruff-Wright from West Bloomfield, MI</p>	
II. Agenda and Minutes Approval	<p>Cal Sharp asked for approval to the agenda for the January 26, 2021 meeting:</p> <p>Motion: Alice Thompson Seconded: Lena Barkley Motion Carried – Approved Unanimously</p>	



	<p>Cal Sharp called for approval of the meeting minutes for the Board meeting on December 15, 2020:</p> <p style="text-align: center;">Motion: Chris Uhl Seconded: Ric Preuss Motion Carried – Approved Unanimously</p>	
III. DESC Board Chair Report	<p>Cal Sharp reported:</p> <ul style="list-style-type: none"> Mr. Sharp wished for a safe and healthy start of 2021 for all of our staff at DESC and also all of our Board members. 	
IV. DESC President Board Report	<p>Terri Weems reported:</p> <ul style="list-style-type: none"> Recent events strengthen the argument for the need for our programming, especially the new programming which is specifically created to address inequities in our community. Ms. Weems reviewed our 2020 Highlights including the expansion of our Career Centers from 3 to 9, our online platform and programming, the launch of Friends and Family and CHC and expansion of year-round youth programming. Please note there is an error in the FCA slide, 4,100 people accepted offers, rather than 4,300 number on the slide. Ms. Weems recognized and thanked the Board for support over the past year. 	
V. Board Meeting Date Changes	<p>Terri Weems continued:</p> <ul style="list-style-type: none"> Two meeting dates for Board and Executive Committee are in conflict with the MWDB meetings. Proposal made to move them later in the day. August 24, 2021 meeting is scheduled for 9:45am, we propose to move that to 3:45pm. This meeting is our annual meeting. December 14, 2021 is also at 9:45am and has the same conflict. We propose as this is our year end meeting, that we move it to 3:45pm as well. <p>Board discussion ensued, and the changes were agreed upon.</p>	
VI. Meyers Career Center Renovation Approval	<p>Terri Weems reported:</p> <ul style="list-style-type: none"> We have a recommendation for your approval to renovate Northwest Activity Center. It is our largest Career Center and receives the most traffic, we expect that to continue once COVID restrictions are relieved. <ul style="list-style-type: none"> We are planning for additional space which we need for programming and to relocate some of our partners which will save costs. The contractor is going to provide us with services to retrofit the space. The proposed contractor is Allied Business Services, which has already been procured by the state and is certified by the Detroit Business Opportunity Program. 	

	<ul style="list-style-type: none"> We are asking for your approval to enter into contract negotiations for an amount not to exceed \$700,000. <p>Board discussion ensued.</p> <p>Cal Sharp called for approval of the contract proposal with Allied Business Services:</p> <p style="text-align: center;">Motion: Chris Uhl Seconded: Ric Preuss Motion Carried – Approved Unanimously</p>	
<p>VII. Audit & Finance Update</p>	<p>Terri Weems reported:</p> <ul style="list-style-type: none"> An update on the CRIO audit we discussed at our last meeting. The audit is covering executive order fees that we received from CRIO through 2018. OAG (Office Auditor General) is conducting the audit and has indicated they expect to make recommendations for which we do not initially disagree. Following discussions, OAG does not have a thorough understanding of our business. <p>Alessia Baker-Giles reported:</p> <ul style="list-style-type: none"> Plant Moran presented their yearly audit results to you at the last Board meeting. Great audit results. Team was commended. Final financial statements were shared. Expect a determination on PPP within 4 months. <p>Board discussion ensued.</p>	
<p>VIII. WIOA Deep Dive</p>	<p>Madelyne Bernard-Diab reported:</p> <ul style="list-style-type: none"> Madelyne provided an overview of the opportunities available and how DESC uses WIOA, also known as the workforce innovation, and opportunity act, that was signed into law on July 22, 2014. It was preceded by the Workforce Innovation Act of 2000. Its overall goal is to achieve and maintain an integrated, job driven workforce system that links talent to businesses and improves the quality of life. WIOA is based on 3 pillars <ul style="list-style-type: none"> Career Centers provide first rate customer service to jobseekers, workers, and businesses. The demands of businesses and workers drive workforce solutions The workforce system supports strong regional economies <p>Terri Weems added:</p> <ul style="list-style-type: none"> WIOA overview presented to help the board understand some of our larger funding sources. WIOA is certainly one of the biggest, PATH is another huge one of our funding sources, we wanted to make sure you have a general understanding of what 	

	WIOA is, what the goals are and what the rules are. We'll do the same overview for a number of our other funding sources. Board discussion ensued.	
IX. Public Comments	There was no public comment.	
X. Adjournment	Cal Sharp called to adjourn the meeting: Motion: Mike Aaron Seconded: Chris Uhl Motion Carried – Approved Unanimously	

DRAFT SUBMITTED BY:

Printed Name: **Elizabeth Hennessey**

Title: Executive Assistant to the President

Signature: /s/ E Hennessey

Date: 1/28/2020

DATE MINUTES APPROVED/ADOPTED: 04/27/2021 **Initials:** EH

NEXT MEETING: Tuesday, April 24, 2021 @ 9:45 AM