

DRAFT MINUTES

Detroit Employment Solutions Corporation (DESC) Board Thursday, February 20, 2014

Time: 8:30 a.m. – 10:30 a.m.
Location: 440 East Congress, 4th Floor Conference Room, Detroit, MI
Facilitating: Cal Sharp, Chairman

Members Present: Cal Sharp, George Swan III, Art Dudley, Kenyetta Bridges, Larry Steward (via phone), Veronica Madrigal, Al Nelson
Members Absent: David Carroll, Saunteel Jenkins, Alice Thompson (all excused)
Staff Present: Pamela Moore, Jose Reyes, Robert Shimkoski, Stephanie Nixon, Kristin Bailey, L'Tanya Clegg, Ciara Ginyard, Robin Johnston
Guest Present: Larry Good, Corporation for a Skilled Workforce; Doug Cotter, Emma Velasco, Grant Associates

PROCEEDINGS

The Meeting of the Detroit Employment Solutions Corporation (DESC) Board was called to order at 8:40 a.m. by Mr. Cal Sharp, Chair. A motion was made by Director Veronica Madrigal to approve the Draft Agenda of February 20, 2014, supported by Director George Swan. Motion Carried Unanimously. A revision was made to the minutes of December 10, 2013 in order to include a footnote noting a correction in the DESC Board By-Laws. A motion was made by Director George Swan to approve the minutes of January 31, 2014 and the revised minutes of December 10, 2013, supported by Director Madrigal. Motion Carried Unanimously.

CEO REPORT

Ms. Pamela Moore, President/CEO at DESC, provided the following updates:

Audit and Finance Committee: The Committee discussed fund development strategy and the agency's 501(c)3 status.

2013 – 2014 Budget: DESC's budget is on track.

IRS 990 Filings: Abraham and Gaffney, DESC's auditors, are completing the agency's Form 990. The agency is completing paperwork to become a public charity. At a time when leveraging resources is critical to sustaining much-needed programs and services to Detroiters and businesses, the nineteen-month delay in the 501(c)3 public charity designation is impacting the agency's ability to secure funding from other private foundations. Ms. Moore also explained that the issue is impacting the agency's insurance policy.

The Duggan Administration: Ms. Moore spoke briefly about her weekly meetings with Mayor Mike Duggan. The city's leadership team is aggressively addressing poor services and operations, tracking progress using metrics and emphasizing collaboration at all levels to produce maximum impact within the first 180 days of the administration. DESC is a part of the administration's economic development team. DESC's short-term goals include preparing a jobs plan in sixty days, ensuring that the agency is connected to major economic development projects and strengthening relationships with key stakeholders.

Resource Development: A \$2M Youth Career Connect grant application was submitted to the USDOL on January 27 after a site visit to outstanding linked-learning Kearney School in San Diego. United Way served as the lead applicant, along with other partners including Excellent Schools Detroit, Linked Learning Detroit, WSU, WC3D, University of Michigan-Dearborn and Henry Ford Community College. The application focuses on project-based learning in Detroit's linked-learning high schools with career and technical education pathways, real-time occupation demand data, work readiness, dual enrollment and internship opportunities.

In partnership with Detroit Economic Growth Corporation, the city's Building Safety, Engineering and Environment Department (BSEED) submitted a \$200,000.00 application to the U.S. Environmental Protection Agency to request funds for asbestos remediation training. If funded, DESC's One-Stop centers would organize the training for sixty low-income Detroiters who would be employed by city-funded asbestos remediation and demolition contractors. Ms. Moore explained that DESC is focused on expanding the youth programs and the Detroit Registered Apprenticeship Program (D-RAP).

With the leadership and initiative of Detroit Workforce Development Board Director Gwen McNeal, new equipment for DESC's disabled customers has been installed in the One-Stop Service Centers.

Detroit Registered Apprenticeship Program (D-RAP): DESC's apprenticeship program continues to draw interest nationally. DESC was one of three agencies invited by the White House to share best practices via teleconference. Additionally, Ms. Janet Howard and Ms. Moore have been invited to the National Association of Workforce Boards meeting in March to present on the D-RAP model and success. The total number of apprentices is thirty-nine, with projected demand expected to soar due to 2014 construction and demolition projects slated to ramp up. The program will incorporate new skilled-trades readiness courses and will restructure the sponsor/employer incentives starting July 1st.

Ms. Moore explained that Grand Circus Detroit, a Gilbert IT Training agency, will conduct a cohort of fifty Osborn students who will receive sixty hours of training in computer application coding, along with paid work experiences.

Board Appointments: Ms. Moore stated that she has received a list from the Mayor's office of potential members, advising members there are six vacancies (private, labor and CBO). In addition, Ms. Moore shared that Detroit Workforce Development Board Director Melinda Jensen is interested in moving to the DESC Board.

National Recognition: Director Nelson asked about DESC's plan to capitalize on its national recognition. Ms. Moore explained that Mr. Robin Johnston, Communications Manager at DESC, is diligently working on contacting media outlets and informing them that DESC is the American Job Center that President Barack Obama mentioned in his State of the Union address.

Ms. Moore also spoke briefly about Platform to Employment, a pilot program that DESC is offering where participants are over the age of 50, some are veterans and some have been unemployed for a very long time. She noted that President Obama rolled out this program and provided grant opportunities for it. Ms. Moore also thanked Director Al Nelson for speaking to the class yesterday. Ms. Moore shared that there are foundations paying for this program and DESC will assist with placement once the training piece is complete. This is an effort to ensure that these individuals are on a pathway to success.

Ms. Moore discussed the upcoming job fair (which is under the "Hire Detroit" brand) where the city of Detroit will accept applications and resumes for 350 positions available with the city.

Mr. Robin Johnston agreed that the attention DESC received two months ago through Hire Detroit, along with the launch of the new website and the newsletter, have allowed the agency to move forward with its communications initiatives. Director Swan advised Mr. Johnston that Channel 56 is interested in working with DESC and stated that he will send their contact information to Mr. Johnston. In addition, Director Nelson expressed interest in learning more about DESC's efforts to reach out to those in the community that would benefit from the agency's services. Mr. Johnston shared that DESC is currently looking at ways of engaging with the community through pastors and other organizations.

ONE-STOP SERVICE CENTER REPORT

Mr. Richard Acosta, Director of One-Stop Services, Grant Associates, explained that the One-Stop report to the Board has traditionally focused on the center's activity but he would like to change the nature of the conversation and focus instead on data and how it impacts strategy moving forward.

He discussed the following "hot jobs": Detroit Manufacturing Systems (50 positions to fill); Strategic Staffing (18 customer service representatives); Spark Technologies (20 customer service representatives); Staff Works (30-50 Quality Inspectors and general laborers for ThyssenKrupp); Howard Finishings (hired 18 candidates for manufacturing positions); Hart and Associates (recruiting for 40 CDL Drivers); and Pepsi Cola (recruiting for 10 CDL Drivers).

He also provided an update on special populations. DESC is collaborating with the Bureau of Services for Blind Persons to develop and present training that will give Grant Associates employees better perspective on how customers who are blind are trained for employment. Training will be held in Kalamazoo in March. In addition, DESC is finalizing the returning citizens strategy, which consists of a five-day workshop, dedicated trainer, account manager and career advisor to support with job readiness and employment. The agency has also participated in multiple workgroups for returning citizens and began recruiting for the Vets to AG training program. Training will begin in April at Michigan State University.

Mr. Acosta also explained that the center expects to meet and/or exceed all requirements and that staff is excited and looking forward to the year ahead.

REVIEW/APPROVAL OF:

Youth Development Commission (YDC) Budget Modification; Grant Associates Budget Modification; Curriculum Training Instructor Contract

Ms. Stephanie Nixon asked for board approval of the Youth Development Commission (YDC) contract modification of \$120,000.00 to provide Information Technology (IT) training to WIA-eligible youth enrolled at Osborn Academy. The training will be provided by Grand Circus and will offer sixty hours of instruction with career exploration and paid work experience integrated within the program activities. This modification increases the Year-Round Youth Services Coordination budget from \$1,785,279.00 to \$1,905,279.00.

For the contract period of January 1, 2014 to June 30, 2014, an additional \$1,000,000.00 was requested for Grant Associates in order to increase Individual Training Account (ITA) opportunities for eligible WIA customers. This modification increases the One-Stop Operations budget from \$3,543,752.00 to \$4,543,752.00.

Ms. Nixon asked that the Curriculum Training Instructor contract be put on hold until negotiations are complete. A motion was made by Director Swan to approve the YDC and Grant Associates Modifications, supported by Director Madrigal. Motion Carried Unanimously.

BOARD ASSESSMENT SURVEY

Mr. Larry Good, Consultant from Corporation for a Skilled Workforce, explained that Director Swan has advocated that the two Boards (the DWDB and DESC Board) undertake a process of self-assessment to look at where DESC is and how far it has come. Mr. Good briefly reviewed the process of creating the self-assessment survey and explained how the process would proceed.

Discussion continued among the members about national benchmarks on governance. Director Madrigal would like the Board to not rush with the self-assessment and instead ensure that it is focused on its mission/vision as well as governance. Director Madrigal stated that she would send some information about governance to Ms. Moore. Discussion ensued regarding the upcoming strategic planning session in the spring.

COMMITTEE REPORTS

No committee reports were presented at the meeting.

DISCUSSION: METRO EZ RIDE CONTRACT

Ms. Nixon explained that members of the Strategic Planning Committee expressed concern about whether Urban Business Consultants had a clear understanding that this was only a planning grant and not an implementation piece. Ms. Nixon explained that she met with Ms. Robinson and discussed DESC's expectations. In addition, the One-Stop centers will be the transportation hubs and if churches are chosen to be the hubs, they will need to provide necessary security.

DISCUSSION: ASPEN INSTITUTE UPDATE

Ms. Nixon explained that a team from Aspen visited DESC in January and visited the collaborative for the Aspen Institute project to see where the project is to date. Staff had an opportunity to meet with them and tour some of the sites that DESC has partnered with in this venture with disconnected youth. Disconnected youth are youth that are not in school and are not working. If they are enrolled in school, they may be two or three grades behind. This program is designed to place these youth on a pathway to success. The recommendation was that this local group would find an organization that has a strong foundation already working with disconnected youth.

Ms. Ciara Ginyard, Special Projects Manager at DESC, shared that a key focus area from the Aspen visit was collaborating for impact, building on the program and the violence prevention project.

PUBLIC COMMENT

No public comment was presented at the meeting.

GOOD AND WELFARE

Ms. Moore thanked the entire team for its hard work. Ms. Moore also added that she and Director Alice Thompson received Michigan Chronicle Women of Excellence Awards. Chair Sharp also stated that he believes DESC is a long way from where it started and believes the team is on the right path.

ADJOURNMENT

With no further business to come before the DESC Board, a motion was made by Chair Sharp to adjourn the meeting at 10:40 a.m. supported by Director Art Dudley. Motion Carried Unanimously.

Prepared by: L'Tanya Clegg