

<b>MEETING:</b>	<b>DESC Program Services Committee Meeting</b>	<b>DATE:</b>	June 21, 2019
<b>IN-PERSON ATTENDEES:</b>	<b>DESC Board/Committee Members:</b> Alice Thompson, Cal Sharp, Lena Barkley, Dannis Mitchell <b>DESC Staff:</b> Michelle Rafferty, Stephanie Nixon, Jason Lee, Elizabeth Hennessey, Patrice Wright <b>Guests/Presenters:</b> None.	<b>LOCATION:</b>	440 E. Congress, Corporate Conference Room, 3R, Detroit, MI 48226
<b>VIA TELEPHONE:</b>	<b>DESC Board/Committee:</b> Ric Preuss <b>DESC Staff:</b> Nicole Sherard-Freeman	<b>CALLED TO ORDER:</b>	11:54 AM
<b>ABSENT:</b>	<b>Excused:</b> None. <b>Unexcused:</b> None.	<b>ADJOURNED:</b>	
<b>FACILITATOR:</b>	Alice Thompson, Program Services Committee Chair	<b>DATE MINUTES APPROVED/ADOPTED:</b>	

ITEM	DISCUSSION	OUTCOME/ACTION ITEM(S)
<p>I. Welcome and Introductions</p> <ul style="list-style-type: none"> <li>Approval of Agenda, Meeting Minutes of 04/30/2019</li> </ul>	<p><b>Alice Thompson, Program Services Committee Chair, called meeting to order at 11:54 am and welcomed everyone to the meeting and took roll.</b></p> <p><b>Alice Thompson, Board Secretary and Program Services Committee Chair, called for a motion to approve the Agenda, and 04/30/2018 meeting minutes.</b></p> <p style="text-align: center;"><b>Motioned:</b> Cal Sharp <b>Supported:</b> Lena Barkley <b>Motion Carried. Passed/Approved Unanimously.</b></p>	
<p>II. Presentation &amp; Call for Motion: WIOA Year-Round Youth Services</p>	<p>Alice Thompson turned the floor over to Stephanie Nixon, CPO to bring the decisions for the WIOA Year-Round Youth Services up for a vote.</p> <p>Stephanie Nixon stated that all five contracts were successfully negotiated, and we were able to discuss budgets, expectations, performance and monitoring with each provider.</p> <p>SER Metro</p> <ul style="list-style-type: none"> <li>In and out of school youth</li> <li>\$1.4 Million</li> <li>To serve 480 youth</li> </ul> <p>Urban Neighborhood Initiatives</p>	

	<ul style="list-style-type: none"> <li>• In and out of school youth</li> <li>• \$412,000</li> <li>• To serve 150 youth</li> </ul> <p>YMCA</p> <ul style="list-style-type: none"> <li>• In school youth</li> <li>• \$250,000</li> <li>• To serve 100 youth</li> </ul> <p>Youth Connection</p> <ul style="list-style-type: none"> <li>• In and out of school youth</li> <li>• \$575,000</li> <li>• To serve 145 youth</li> </ul> <p>The Yunion</p> <ul style="list-style-type: none"> <li>• In school Youth</li> <li>• \$312.500</li> <li>• To serve 125 youth</li> </ul> <p>Committee member discussion ensued.</p> <p>Stephanie Nixon asked for a motion to approve the contracts</p> <p>Is there a motion to approve? Cal Sharp approved; Lena Barkley supported</p> <p>Alice Thompson called for Ayes: All were Ayes; No Nays</p> <p>Passed program committee level, on to the Board</p>	
<p>III. Presentation &amp; Call for Motion: Community Ventures/Business Resource Network Services</p>	<p>Alice Thompson called for Stephanie to present the Community Ventures/Business Resources Network candidates.</p> <p>Stephanie Nixon, CPO stated Contract Negotiations were completed and provided the agreement details for approval.</p> <p>SER Metro Detroit</p> <ul style="list-style-type: none"> <li>• 16 month contract</li> <li>• \$770,000</li> <li>• To serve 175 job seekers</li> </ul> <p>Is there a motion to approve? Lena Barkley approved; Cal Sharp supported</p> <p>Alice Thompson called for Ayes: All were Ayes; No Nays</p>	

	Passed program committee level, on to the Board	
IV. Presentation & Call for Motion: Career Center Services	<p>Michelle Rafferty, COO began the discussion stating DESC had to rescind 3 Career Center awards because the applicants had not fully followed the State of Michigan’s Procurement Policy in regard to procuring a new lease for space. DESC discovered this during the contract negotiation process when staff asked the selected applicants to provide proof of procurement. DESC has re-issued the RFP for target areas and responses are due July 10<sup>th</sup>.</p> <p>Committee member discussion ensued.</p> <p>Michelle Rafferty, COO then pointed out the changes in the awards from the last meeting:</p> <ul style="list-style-type: none"> <li>• ResCare &amp; JVS -The portion of their initial award that was tied to management of a Type 2 Career Center had to be rescinded. DESC was only able to move forward with contract negotiations for the components that were included in their Type 1 application, which was not tied to the proposed space: The Call Center and Workforce One</li> <li>• Ross IES- Final recommended contract amount exceeds the initial recommended award amount due to reassignment of a zip code for PATH customers, to ensure continuity and quality of services for customers.</li> <li>• Additional funds were allocated to providers so they could expand services and begin managing Career Centers sooner to meet demand related to FCA jobs.</li> </ul> <p>Alice Thompson moved to start the approval process; each contract must be approved separately.</p> <p>SERCO/Goodwill: Is there a motion to approve? Cal Sharp approved; Dannis Mitchell supported</p> <p>ResCare/JVS Is there a motion to approve? Cal Sharp approved; Dannis Mitchell supported</p> <p>Ross IES Is there a motion to approve? Cal Sharp approved; Dannis Mitchell supported</p> <p>Development Centers Is there a motion to approve? Cal Sharp approved; Lena Barkley supported</p> <p>SERCO Is there a motion to approve? Dannis Mitchell approved; Lena Barkley supported</p> <p>Downriver Community Conference Is there a motion to approve? Dannis Mitchell approved; Cal Sharp supported</p> <p>Michelle Rafferty, COO then moved to discuss lease extensions.</p> <p>Committee member discussion ensued.</p>	

	<p>Alice Thompson called for approval:</p> <p>Serco Samaritan Extension Is there a motion to approve? Dannis Mitchell approved; Cal Sharp supported</p> <p>Serco Michigan Avenue Extension Is there a motion to approve? Cal Sharp approved; Dannis Mitchell supported</p> <p>Samaritan Center Inc Lease Extension Is there a motion to approve? Cal Sharp approved; Lena Barkley supported</p> <p>Ayes approved from this committee, going to the full board</p>	
V. Presentation: FCA	<p>Michelle Rafferty, COO explained the hiring process and requirements for FCA.</p> <p>Committee discussion ensued</p>	
VI. Public Comment	<p>Alice Thompson called for public comments</p> <p>No public present</p>	
VII. Adjournment	<p><b>Motion: Cal Sharp</b> <b>Motion Passed/Approved.</b></p>	

**DRAFT SUBMITTED BY: Patrice Wright**

Printed Name: Patrice Wright

Title: Executive Assistant to CPO

Signature: /s/ Patrice Wright

Date: August 20, 2019

**DATE MINUTES APPROVED/ADOPTED:** 10/1/2019 **Initials:** PW

**NEXT MEETING: September 10, 2019 at 10:00 AM**

