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A Michigan Works! Agency

<b>MEETING:</b>	<b>DESC Program Services Committee Meeting</b>	<b>DATE:</b>	<b>June 22, 2021</b>
<b>IN-PERSON ATTENDEES:</b>	<b>DESC Committee Members: DESC Staff:</b>	<b>LOCATION:</b>	<b>Zoom Call</b>
<b>VIA TELEPHONE:</b>	<b>DESC Board/Committee:</b> Alice Thompson, Lena Barkley, Ric Preuss, Cal Sharp  <b>DESC Staff:</b> Michelle Rafferty, Stephanie Nixon, Patrice Wright, Madelyne Bernard, Terri Weems, Jessica Carr-Sokolowski, Patrice Wright, Chanelle Manus, Dana Williams	<b>CALLED TO ORDER:</b>	<b>10:00 am</b>
<b>ABSENT:</b>	<b>Excused:</b> None <b>Unexcused:</b> None	<b>ADJOURNED:</b>	<b>11:38 am</b>
<b>FACILITATOR:</b>	<b>Alice Thompson, Program Services Committee Chair</b>	<b>DATE MINUTES APPROVED/ADOPTED:</b>	

<b>ITEM</b>	<b>DISCUSSION</b>	<b>OUTCOME/ACTION ITEM(S)</b>
I. Welcome, Roll Call, and Introductions	<b>Alice Thompson, Program Services Committee Chair, called meeting to order at 10:00 am and welcomed everyone to the meeting and took roll.</b>	
• Approval of Agenda	<b>Alice Thompson, Program Services Committee Chair, called for a motion to approve the agenda.</b>  <b>Motioned:</b> Lena Barkley <b>Supported:</b> Cal Sharp <b>Motion Carried. Passed/Approved Unanimously.</b>	
• Approval of Minutes	<b>Alice Thompson, Board Secretary and Program Services Committee Chair, called for a motion to approve the meeting minutes.</b>  <b>Motioned:</b> Lena Barkley <b>Supported:</b> Cal Sharp <b>Motion Carried. Passed/Approved Unanimously.</b>	



<p><b>II.</b></p> <ul style="list-style-type: none"> <li>• Presentation and Call for Motion: Metro Solutions/DLIVE Contract</li> <li>• OMA Discussion</li> <li>• Budget Discussion</li> </ul>	<p><b>Alice Thompson, Program Services Committee Chair</b>, turned the floor over to <b>Terri Weems, President</b>, to present the Metro Solutions/DLIVE contract recommendation.</p> <p>Terri began by explaining that Metro Solutions/ DLIVE provides services for our Friends and Family program, which we did an overview of in a previous meeting. Terri further explained that we are recommending that the contract period be extended to 15 months instead of 12 to better align with our fiscal year. Extending the contract would bring the contract amount to \$682,000 which is over \$500,000 and requires board approval. This is preferable to a renewal to ensure that that board has an opportunity to review. Stephanie Nixon gave a brief overview of the Friends and Family program to the committee before turning the floor back over to Terri.</p> <p><b>Alice Thompson, Program Services Committee Chair</b> then moved to vote on the recommendation.</p> <p>Is there a motion to approve? Cal Sharp approved; Lena Barkley supported Alice Thompson called for Ayes: All were Ayes; No Nays</p> <p>Terri moved to the next agenda item which is The Open Meetings Act Discussion. This discussion informed committee members that after the State of Emergency is lifted on July 1st, we will be required to meet in person to ensure a quorum with just 3 exceptions.</p> <p>Moving right into our Budget Presentation, Terri detailed that DESC has steadily increased its budget year over year with this year being no different. DESC will have an updated budget to present in the fall once the amounts are known.</p>	
<p><b>III.</b></p> <ul style="list-style-type: none"> <li>• Presentation: Target Industries and Occupations</li> <li>• Skilled trades &amp; Construction Training Strategy and Outcomes</li> </ul>	<p><b>Alice Thompson, Program Services Committee Chair</b>, turned the floor over to <b>Michelle Rafferty, Chief Operating Officer</b> and <b>Dana Williams, Chief of Staff &amp; Director of Employer Engagement</b>, to present on Target Industries and Occupations.</p> <p>Dana began the presentation by highlighting private sector job trends from 2013 to 2019 which rose in every category.</p> <p>(Alice Thompson raised a parking lot item)</p> <p>Dana continued presenting on industry selection criteria for workforce efforts and key observations from the data presented. Dana also presented on how the high growth, high demand industries has changed from 2018 to now and how companies are moving to green jobs.</p> <p>Dana turned the presentation over to Michelle Rafferty to discuss the methodology used to select target occupations. Michelle began by explaining how our training investment approach will now be geared towards target occupations only. Michelle also detailed the criteria used to select target occupations.</p>	<p>Parking lot item- Alice Thompson voiced that she would prefer to see data for Detroit rather than Detroit Metro.</p>

	<p>The presentation was turned back over to Dana to present on our construction and skilled trades strategy where she detailed the following</p> <ul style="list-style-type: none"> <li>• Data collection to understand in demand skills and jobs and how they align with Detroit job seeker interest and aptitude</li> <li>• Requiring immediate employment following training</li> <li>• Accountability and performance measures for training providers</li> </ul> <p>Dana turned the presentation back over to Michelle to discuss barriers to entry. Michelle began to explain to the committee the challenges faced by Detroiters Meeting the skilled trades apprenticeship requirements.</p> <p>Lastly Michelle presented a detailed chart on resources invested and the number of customers trained.</p>	
<p><b>IV.</b></p> <ul style="list-style-type: none"> <li>• Presentation: Training Provider Performance</li> </ul>	<p><b>Alice Thompson, Program Services Committee Chair</b>, turned the floor over to Jessica Carr-Sokolowski, Sector Training Programs Manager, to present the Training Provider Performance presentation where she detailed the following</p> <ul style="list-style-type: none"> <li>• Scorecards completed on training providers twice a year</li> <li>• Training providers are scored on credential attainment rates, placement rates, and curriculum quality</li> <li>• Post COVID performance summary</li> </ul>	
<p><b>V.</b></p> <ul style="list-style-type: none"> <li>• Presentation: Career Center Services Update</li> </ul>	<p><b>Alice Thompson, Program Services Committee Chair</b>, turned the floor over to <b>Madelyne Bernard, Career Center Systems Director</b>, to present the Career Center Update.</p> <p>Madelyne briefly detailed that the Career Centers were open at 50% capacity and currently appointment only, but vaccination rates are being closely monitored to determine if and when to open at 100% capacity.</p>	
<p><b>VI.</b></p> <ul style="list-style-type: none"> <li>• Public Comment</li> </ul>	<p><b>Alice Thompson, Program Services Committee Chair</b> called for public comments.</p> <p>No public present</p>	
<p><b>VII.</b></p> <ul style="list-style-type: none"> <li>• Adjournment</li> </ul>	<p><b>Alice Thompson, Program Services Committee Chair</b> called for a motion to adjourn the meeting:</p> <p style="text-align: center;"><b>Motioned: Cal Sharp</b>  <b>Seconded: Ric Preuss</b>  <b>Motion Carried. Passed/Approved Unanimously</b></p>	

**DRAFT SUBMITTED BY:**

Printed Name: **Patrice Wright**

Title: Executive Assistant to the CPO

Signature: /s/ P Wright

Date: 6/28/2021

**DATE MINUTES APPROVED/ADOPTED:** 8/22/2021 **Initials:** P.W

**NEXT MEETING:** Thursday, August 19, 2021 @ 09:30 AM

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