

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

February 24, 2022

The Macomb/St. Clair Workforce Development Board met in person and virtually at Macomb Community College Center Campus on Thursday, February 24, 2022, with 15 board members present during roll call to conduct a quorum and 3 members present virtually. The following members listed below joined:

AT ROLL CALL:

In Person

Karen Arondoski	Dan Casey
Ken Dombrow	Sharise Eckenrode
Ann Forster	Jennifer Gavin
Lindsey Hoover	Larry Humphrey
Christol James	David Jaraczewski
Jodi Kade	James Sawyer
Charles Shaw	Shannon Williams
Maria Zardis	

AFTER ROLL CALL:

Reginal Griffin

Virtually

Damon Hawkins	Tanise Hill
Jodi Switalski	

OTHERS PRESENT:

Justin Al-Igoe, Executive Director
Gwen McNeal, LEO- Virtual
Christina Seibert, Recording Secretary

1. Call to Order

Chairperson Jennifer Gavin called the meeting to order at 3:08 p.m.

2. Roll Call

Roll call was taken with 15 members present to make quorum.

3. Hearing of the Public

There were no comments from the public.

4. Approval of Previous Minutes

MARIA ZARDIS MOVED TO APPROVE THE JANUARY 27, 2022 MINUTES AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

5. Chairperson's Report

No update was presented for Chairperson report.

6. Consent Agenda

A. ADMINISTRATIVE COMMITTEE

a. Meeting of February 8, 2022

i. Recommendation to Approve

1. FY22 Workforce Infinity Budget Modification #1
2. Young Professionals Summer Program Budget Modification #2
3. Youth Coordinator position creation

DAN CASEY MOVED TO APPROVE THE CONSENT AGENDA FOR ADMINISTRATION COMMITTEE ITEMS, SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

B. ONE-STOP COMMITTEE

a. Meeting of February 15, 2022

i. Recommendation to Approve

1. Memorandum of Understanding with Catholic Charities of Shiawassee and Genesee
2. Modify WIOA Policy- Demand list change
3. Receipt of Young Professional 2022 Grant

SHANNON WILLIAMS MOVED TO APPROVE THE CONSENT AGENDA FOR ONE-STOP COMMITTEE ITEMS, SUPPORT BY SHARISE ECKENRODE. MOTION CARRIED UNANIMOUSLY.

7. Items for Board Approval

A. CEAC Appointment

Recommendation to approve new Career and Education Advisory Council (CEAC) member Brianne Steele from Macomb Intermediate School District (MISD). Brianne handles Adult Education at MISD.

JAMES SAWYER MOVED TO APPROVE CEAC APPOINTMENT, SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

B. Deputy Director position creation

Recommendation to approve the creation of a "Deputy Director" position. This position allows support to the Director with responsibilities of project management, oversight of coordinators and assist with balancing out work among department leads.

SHANNON WILLIAMS MOVED TO APPROVE DEPUTY DIRECTOR POSITION CREATION, SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

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8. CEAC Update

Shannon Williams provided an update regarding the Career and Education Advisory Council (CEAC) committee. Discussion was held on the Comprehensive Local Needs Assessment that was submitted February 17, 2022.

9. Macomb Community College Update

Dr. James Sawyer, President of Macomb Community College, provided an update on educational opportunities and changes available at Macomb Community College.

10. Executive Director's Report

The board received a report from the Executive Director of items for 2022. Macomb/St. Clair is working with a new One-Stop Operator, Learning Designs Inc. and things are progressing well with them. The Verkulien building, where our Administration staff is housed, might be going under construction within a year or two. Staff will be disbursed to other centers or work from home during construction. Other items listed in the report include: WIOA enrollment report and Service Center traffic report.

11. Informational Items

Board members were informed that the June board dinner is scheduled for Thursday, June 16, 2022, at 4:00 pm located at the Voyager in St. Clair.

12. Other Business

No new business was addressed.

13. Scheduling of Next Meeting

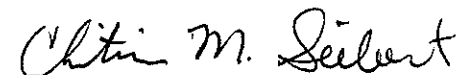
Scheduled for Wednesday, March 23, 2022 @ 3:00 pm being held at Macomb Community College Center Campus. Members will be notified regarding meeting notice and packets will be sent electronically moving forward.

14. Adjournment

JODI KADE MOVED TO ADJOURN; SUPPORT BY SHARIES ECKENRODE. MOTION CARRIED.

The meeting adjourned at 4:25 p.m.

Respectfully submitted,



Christina Seibert,
Recording Secretary