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MEETING:	DESC Corporation Board Annual Meeting	DATE:	August 25, 2020
VIA ZOOM ATTENDEES:	DESC Board Members: Cal Sharp, Alice Thompson, Don O'Connell, Lena Barkley, Ric Preuss, Chris Uhl, Nicole Sherard-Freeman, Mike Aaron, Dennis Mitchell DESC Staff: Terri Weems, Elizabeth Hennessey, Michelle Rafferty, Stephanie Nixon, Sam Marvin,	LOCATION:	Zoom Meeting
ABSENT:	Excused: Toney Stewart, Maria Woodruff-Wright Unexcused: None	ADJOURNED:	11:29 am
FACILITATOR:	Cal Sharp, Board Chair	DATE MINUTES APPROVED/ADOPTED:	

ITEM	DISCUSSION	OUTCOME/ACTION ITEM(S)
I. Welcome & Introductions	Cal Sharp, Board Chair, called the meeting to order and introduced Cindy Pasky, Co-Chair of the Mayor's Workforce Development Board.	
II. Mayor's Workforce Development Board Co-Chair Remarks	Cindy Pasky, Co-Chair of the Mayor's Workforce Development Board addressed DESC Board Members: <ul style="list-style-type: none">• Thank you to the Board and DESC's leadership for keeping the operation going through this difficult time.• Congratulations to Cal Sharp for agreeing to continue in his position of Chair of the DESC Board.• Additional congratulations to Terri Weems on her appointment to the position of President, DESC.• Many thanks to Nicole Sherard-Freeman for your work to connect the MWDB and DESC to do the work critical to getting Detroiters into jobs	
III. Agenda and Minutes Approval	Cal Sharp asked for approval to the agenda for the August 25, 2020 meeting: Motion: Alice Thompson Seconded: Don O'Connell Motion Carried – Approved Unanimously	



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	<p>Cal Sharp called for approval of the meeting minutes for the Board meetings on 6/30/2020, 8/04/2020 & 8/18/2020:</p> <p style="text-align: center;">Motion: Lena Barkley Seconded: Don O'Connell Motion Carried – Approved Unanimously</p>	
IV. DESC Board Chair Report	<p>Cal Sharp reported:</p> <ul style="list-style-type: none"> • Cindy Pasky talked about the balance between DESC and the Mayor's office. When they are aligned, the impact is huge. FCA is a prime example of this. • A year ago, I made notes that we wanted to increase our touchpoints across the city. We have increased our Career Centers from 3 to 8, which is incredible and is enormously impactful. • It is to DESC's credit that increased case support during this COVID pandemic was not only successful, but the fact that we adapted and used digital technology to provide this support has been a great example of being nimble and adapting to our situations successfully. 	
V. DESC President Board Report	<p>Terri Weems reported:</p> <ul style="list-style-type: none"> • Thank you to the Board for my appointment as President of DESC, I appreciate your confidence. • Our staff has been successful over the past year, both in our original work of getting Detroiters employed and educated, but also in the COVID pandemic, when we have helped not only locally, but also being impactful state-wide. • We moved to a virtual model very quickly because we had Launchpad in place, thanks to Michelle Rafferty and her team. • We have had strong results including with GDYT and our revenue streams. We expect our federal funding number to be around 80% of total revenue. 	
VI. Detroit at Work Vision & Highlights	<p>Nicole Sherard-Freeman commented:</p> <ul style="list-style-type: none"> • It is a great pleasure to have Terri Weems as my partner in this work and thank you to this Board for supporting us as partners as a Workforce intermediary. • Thank you to Cal Sharp for his continuation of the stability that he brings to the Board and on the Workforce Development Board. We would not be able to do the work we do without him. • It is time to celebrate the performance of our teams, as I did in my meeting with the community last night. • Since June of 2019 we have run more than 1,100 events to get Detroiters priority in the FCA program. The outcome has been 16,000 Detroiters on the list to apply to the positions available, 1,200 offers are under way. More than 500 Detroiters have 	

	<p>accepted offers, and are working in other locations, eventually they will move to the new location. At this point they hope to staff all the new positions with Detroiters.</p> <ul style="list-style-type: none"> • Stephanie Nixon and Marie Hocker were incredible when we asked them how we could make this work for GDYT to continue virtually this summer. We had over 8,000 Detroit youth experience paid opportunities this summer through their team's work. Other cities were not able to run their programs. Through the generous contributions of Bank of America, Skillman, the Delay Family and United Way, as well as our own WIOA funding, we got laptops, internet hot spots as well as technical support to the youth we had in the GDYT program, and they keep those devices. • In regard to jobs beyond FCA, other employers are at the table There are other opportunities in Healthcare, IT, and many other career tracks. • There are independent business opportunities as well, connected to the Amazon Service Delivery Partner program. We will be assisting people who want to work as independent LLC's and small business operators with the Detroit at Work Entrepreneurship Academy, which will prepare Detroiters to have stronger applications for starting their own businesses. This is the pre-apprenticeship solutions you have asked us about previously. • We are in partnership with DPSCD to help Detroiters get paid to complete their high school diplomas. • We are exploring a Community Health Corps program. This is a bridge to the community-based resources to families in need. It will be paid for by CARES funding through the end of the year if approved. After that point, we will be working on fundraising through Detroit at Work. <p>Board discussion ensued.</p>	
VII. Policy Review & Approvals	<p>Terri Weems presented:</p> <ul style="list-style-type: none"> • There are several government related policies, three of them require that policies have been reviewed by the MWDB. We are bringing them to you for your review, and one for your approval. We will be presenting these to our staff at our next Town Hall. <ul style="list-style-type: none"> ○ Whistleblower Policy ○ Equal Opportunity Policy ○ Grievance & Compliance Policy ○ Conflict of Interest & Nepotism Policy • Only the Whistleblower Policy needs your approval today. It has been in existence for several years, but we have had small changes. <p>Board discussion ensued.</p> <p>Cal Sharp asked for a motion to approve for the Whistleblower Policy:</p> <p>Motion: Mike Aaron</p>	

	<p style="text-align: center;">Seconded: Alice Thompson Motion Carried – Approved Unanimously</p> <p>Terri Weems continued:</p> <ul style="list-style-type: none"> • We require that the Board Members sign the Conflict of Interest Policy every year, we will be sending that out to you after this meeting via email for your signature. • We also need your approval on the dates for the Board meetings next year, which are in your packet. <p>Cal Sharp asked for a motion to approve for the future meeting dates:</p> <p style="text-align: center;">Motion: Mike Aaron Seconded: Lena Barkley Motion Carried – Approved Unanimously</p>	
VIII. DESC Annual Metrics	<p>Michelle Rafferty reported:</p> <ul style="list-style-type: none"> • We fell slightly short of our plan for employment due to COVID, but we were able to exceed our goals for new customers due to the uptick in calls to the system in support of the UI inquiries. • In WIOA performance, the team worked through the cases that are no longer active and cleaned them up. We and our partners are able to focus on service delivery. • We met all our goals this year, with the expected exception of adult dislocated workers, which puts us in a great place for next year to put in place goals that are realistic to the needs in the community. <p>Stephanie Nixon continued:</p> <ul style="list-style-type: none"> • Jobs for Americas Graduates (JAG) met all their goals with the exception of Job Placement & Military Service, which was a direct result of the COVID pandemic. • Thanks to Carolyn Miller who won JAG's 5 of 5 and High Performer awards, as well as to Anita Graham who won JAG's Peak Performer – Highest Return to School Rate Award. <p>Sam Marvin reported:</p> <ul style="list-style-type: none"> • The Subsidized Work Experience was a response to a request from the State to hire Detroiters to support COVID-19 testing at the State Fairgrounds and at several food distribution sites. • Of the 46 people that worked at the State Fairgrounds, some of the participants have been hired by the City full-time. 	

	<ul style="list-style-type: none"> • Kelly Fluhart, a participant in the program spoke briefly on her positive experiences, she has now been hired full time. • Thank you to all the DESC staff that supported these efforts. <p>Board discussion ensued.</p>	
IX. GDYT Update	<p>Marie Hocker reported:</p> <ul style="list-style-type: none"> • Our goal was to provide a work experience for 8,000 individuals. Of our pool of 15,000 enrollment pool, we were able to place 8,006 youth. • In both the GDTY and CAP programs we met our fundraising efforts. <p>Stephanie Nixon continued:</p> <ul style="list-style-type: none"> • GDYT had an 87% participation rate, which means 7,003 young people having work experiences this year. • Even if our participants were not able to have young people in their facilities for experiences, they provided online training, webcasts, and other types of support. The whole community joined in. • A young man named Joshua participated in the program this year and he spoke positively about his experience and appreciation for the opportunity. • Rio Brooks spoke about her experiences on behalf of Hero's Making it Happen program, which she has participated in for 4 years. She has gotten a certification through Berkley College of Music. She thanked us for her opportunities. • Dennis shared that his experiences opened his eyes to the possibilities of pursuing a career in the skilled trades. He thanked the program for that opportunity and expressed his excitement to continue his pathway. 	
X. Contract Review & Approvals	<p>Michelle Rafferty presented:</p> <ul style="list-style-type: none"> • There was going to be an Eastside Career Center space administered by Payne Pulliam. For a variety of reasons that space offer had to be rescinded. • We ask that the Board approve negotiating terms of the spaces with Samaritan Center and FPJ Investments & DCR Construction. • We will bring the negotiated rates to the Board at a future date. <p>Board discussion ensued.</p> <p>Cal Sharp asked for a motion to approve negotiations for the Eastside career center space:</p> <p>Motion: Dennis Mitchell Seconded: Mike Aaron</p>	

	<p>Motion Carried – Approved Unanimously</p> <p>Terri Weems presented:</p> <ul style="list-style-type: none"> • The next contract for approval is in regard to our copiers. • We ask that the Board approve the contract for Image One Way for a 5-year contract. It is over our entire system, including our career centers. <p>Cal Sharp asked for a motion to approve the contract for Image One Way:</p> <p style="text-align: center;">Motion: Mike Aaron Seconded: Lena Barkley Motion Carried – Approved Unanimously</p>	
XI. Career Center Updates	<p>Michelle Rafferty presented:</p> <ul style="list-style-type: none"> • We have had over 5,000 people use our online job seeker program. • We have handled, through our call centers, thousands of calls a week regarding unemployment services • We have started limited appointments in 3 of our Career Centers, to use the resource rooms or to meet with a career coach. • Workforce One provided services to homeless people on COVID prevention. 	
XII. DESC Goals for FY 21	<p>Terri Weems presented:</p> <ul style="list-style-type: none"> • We have developed focus areas for FY 21. <ul style="list-style-type: none"> ◦ Working in partnership with the Workforce Development Board ◦ Process improvements ◦ Actionable reporting ◦ Being agile and able to pivot 	
XIII. Audit & Finance Committee Update	<p>Terri Weems updated:</p> <ul style="list-style-type: none"> • We have extended our Paycheck Protection funding past the 8 weeks to maximize our funding streams. 	
XIV. Public Comments	<p>There was no public comment</p>	
XV. Adjournment	<p>Cal Sharp called for a motion to adjourn the meeting:</p> <p style="text-align: center;">Motion: Cal Sharp Seconded: Chris Uhl</p>	

	Motion Carried – Approved Unanimously	
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DRAFT SUBMITTED BY:

Printed Name: Elizabeth Hennessey

Title: Executive Assistant to the President

Signature: /s/ E Hennessey

Date: 9/02/2020

DATE MINUTES APPROVED/ADOPTED: _____ **Initials:** _____

NEXT MEETING: Tuesday, October 27, 2020 @ 9:45 AM
