



A Michigan Works! Agency

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MEETING:	DESC Corporate Board Meeting	DATE:	October 27, 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 DESC Staff: Terri Weems, Michelle Rafferty, Stephanie Nixon, Elizabeth Hennessey, Robert Shimkoski, Sheilah Clay, Greg Anderson, Rebecca Donnelly, Alessia Baker-Giles, David Jackson, Madelyne Bernard-Diab, Dana Williams	LOCATION:	Zoom Meeting
		CALLED TO ORDER:	9:47 am
ABSENT:	Excused: Toney Stewart, Dannis Mitchell Unexcused: None	ADJOURNED:	11:27 am
FACILITATOR:	Cal Sharp, Board Chair	DATE MINUTES APPROVED/ADOPTED:	12/15/2020

ITEM	DISCUSSION	OUTCOME/ACTION ITEM(S)
I. Welcome & Introductions	<p>Cal Sharp, Board Chair, called the meeting to order and read a statement regarding the state's recent amendment to the Open Meetings Act and how it impacts our virtual meeting. All Board members attending remotely identified themselves and the location they were joining from:</p> <p>Cal Sharp from Bloomfield, MI Alice Thompson from Detroit, MI Nicole Sherard-Freeman from Rochester, MI Chris Uhl from Berkley, MI Don O'Connell from Detroit, MI Ric Preuss from Detroit, MI Lena Barkley from Detroit, MI</p>	
II. Agenda and Minutes Approval	<p>Cal Sharp asked for approval to the agenda for the October 27, 2020 meeting:</p> <p>Motion: Don O'Connell Seconded: Lena Barkley Motion Carried – Approved Unanimously</p>	



	<p>Cal Sharp called for approval of the meeting minutes for the Board meeting on August 25, 2020:</p> <p style="text-align: center;">Motion: Alice Thompson Seconded: Don O'Connell Motion Carried – Approved Unanimously</p>	
<p>III. DESC Board Chair Report</p>	<p>Cal Sharp reported:</p> <ul style="list-style-type: none"> • Mr. Sharp made remarks and congratulations to Nicole Sherard-Freeman on the new responsibilities as Group Executive for jobs, economy, and Detroit at Work, noting that her increased role will not only greatly benefit Detroiters, but expand the capacity for DESC to support job seekers in the future in ways we have yet to visualize. The expanded role becomes effective in January 2021. 	
<p>IV. DESC President Board Report</p>	<p>Terri Weems reported:</p> <p>Led by the strategy developed by the Workforce Development Board, DESC is focused on increasing residential employment, reducing poverty, and increasing economic mobility. Through the COVID 19 pandemic, we remain laser focused on ensuring Detroiters have equitable access to opportunities. Since the pandemic began in March, we have:</p> <ul style="list-style-type: none"> • Answered 167,500 calls (60% related to unemployment) • Realized over 130,000 visits to our website. • More than 48,000 services provided to over 12,000 customers (1,400 of these in person) • 4,100 Detroit residents hired for the new FCA Detroit Assembly Complex • 700 people registered in adult basic education. • Nearly 100 people enrolled in a high school completion program. <p>Terri Weems welcomed and introduced Dana Williams, the new Chief of Staff and Director of Employee Engagement supporting the Mayors workforce Development Board.</p> <p>Ms. Williams detailed her background with DTE and her familiarity with the Mayors Workforce Development Board and the work of DESC.</p>	
<p>V. Detroit at Work Vision & Highlights</p>	<p>Nicole Sherard-Freeman commented:</p> <ul style="list-style-type: none"> • Exciting news in two areas, firstly the huge success of the FCA hiring project. With 4,100 Detroiters hired, some of those employees chose to start working in other locations, giving Detroit at tax bump of close to \$200,000. These people will then go to the Detroit locations and start the jobs they have been trained for, further increasing the city's tax revenue. • In addition, the City Council approved the Amazon Fulfillment Center at the State Fairgrounds in Detroit. It is the only deal in the country for Amazon where there are 	

	<p>no tax subsidies or incentives. They believe in the location and they know what it will mean for business.</p> <ul style="list-style-type: none"> • There is also attached to that deal the Transit Center which will be fully modernized and used as a transit hub. It will raise the property values in that area of the city. • Other opportunities for Detroiters from this deal are related to being Amazon Delivery Service Partner. We will have an entrepreneurship academy to assist people in developing a business plan and getting the skills essential to being a successful entrepreneur from the beginning where there is interest. <p>Board discussion ensued.</p>	
<p>VI. Policy Review & Approvals</p>	<p>David Jackson presented:</p> <ul style="list-style-type: none"> • There are three policies that we have formalized but that we are already practicing, that we are making the board aware of. <ul style="list-style-type: none"> ○ Lobbying Activities Policy ○ Political Campaign Activities Policy ○ 501c3 Policy <p>Board discussion ensued.</p> <p>Cal Sharp asked for a motion to approve for the three policies as one:</p> <p style="text-align: center;">Motion: Alice Thompson Seconded: Chris Uhl Motion Carried – Approved Unanimously</p>	
<p>VII. Career Center Updates</p>	<p>Michelle Rafferty reported:</p> <ul style="list-style-type: none"> • All of our Career Centers are currently open to face-to-face services, by appointment only. • We will be launching our newest location at the Wayne County Community College Eastern Campus later in the year. The Center will be helping to connect college students to Detroit at work services and then to help connected to our customers to post-secondary opportunities. • We have served 12,000 unique people since March. • The GED high school completion program or Learn to Earn launched during the summer in partnership with DPSCD. They are providing all the instruction and we are providing the students up to \$200 a week stipend for up to 6 months to assist them in getting their GED. <p>Board discussion ensued.</p> <p>Michelle continued:</p>	

	<ul style="list-style-type: none"> We have been working on the Eastside Career Center in several stages over the past year. We have settled on a location for recommendation and would like your approval to enter into a lease with FJP Investments for Payne Pulliam to administer the center. The lease includes that the landlord will pay for all improvements. <p>Board discussion ensued.</p> <p>Cal Sharp asked for a motion to approve for the Eastside Career Center lease:</p> <p style="text-align: center;">Motion: Lena Barkley Seconded: Ric Preuss Motion Carried – Approved Unanimously</p>	
<p>VIII. CHC Update</p>	<p>Sheilah Clay reported:</p> <ul style="list-style-type: none"> Poverty is the core driver for the Community Health Corps program, with the aim to move people who are experiencing poverty out of poverty. The Community Health Corps has been put in place to make sure that people are connected to the services that are in the community and designed to pull them out of poverty and also to help move those people up into employment. We are using a door-to-door outreach restorative case management approach. We have hired staff and are using a pod style reporting structure. Currently our staff is in training. <p>Board discussion ensued.</p>	
<p>IX. Program Services Committee Update</p>	<p>Alice Thompson commented:</p> <ul style="list-style-type: none"> Our Chief Programs Officer, Stephanie Nixon and her staff have been very busy reviewing the WIOA requirements and being sure we are in compliance. Members were referred to materials included in the board packet. 	
<p>X. DESC Audit Updates</p>	<p>Alessia Baker-Giles presented:</p> <ul style="list-style-type: none"> In regard to the annual audit, Plante Moran completed their field work on October 2. They started September 21. Our financial statements are currently in the review stage, we have a draft due to the city of Detroit on or before October 31. We received an email yesterday from Plante Moran stating we have no reportable findings for the financial statements. They are focusing on finalizing the review of the single audit and submitting a draft to DESC, our goal is to have those documents available for presentation at the December meetings. 	

	<ul style="list-style-type: none"> • Regarding the CRIO audit by the city of Detroit auditor general's office, an audit of compliance for the period of December 1, 2016 through June 30, 2019 is being conducted. <ul style="list-style-type: none"> ○ The fieldwork took place from April 2019 through January of 2020. The initial exit conference was supposed to take place in April of 2020. It was postponed due to COVID-19 and was rescheduled for June 2020 which was also postponed. It was finally rescheduled for September 2020. ○ Just before the scheduled meeting DESC received a document with numerous proposed findings, for which we had already submitted a large amount of documentation. We are very disappointed in the method of communication and hope that further discussion will alleviate what we view as lack of understanding of how we work. ○ We have resent a large number of materials to the City and are scheduled to review their updated findings. <p>Board discussion ensued.</p>	
XI. Public Comments	There was no public comment.	
XII. Adjournment	Cal Sharp called for a motion to adjourn the meeting: Motion: Cal Sharp Seconded: Chris Uhl Motion Carried – Approved Unanimously	

DRAFT SUBMITTED BY:

Printed Name: **Elizabeth Hennessey**

Title: Executive Assistant to the President

Signature: /s/ E Hennessey

Date: 11/10/2020

DATE MINUTES APPROVED/ADOPTED: 12/15/2020 Initials: EH

NEXT MEETING: Tuesday, December 15, 2020 @ 9:45 AM