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A Michigan Works! Agency

MEETING:	DESC Executive Committee Meeting	DATE:	December 15, 2020
VIA ZOOM ATTENDEES:	DESC Executive Committee Members: Cal Sharp, Alice Thompson, Chris Uhl, Nicole Sherard-Freeman, Maria Woodruff-Wright DESC Staff: Terri Weems, Elizabeth Hennessey, Robert Shimkoski, Alessia Baker-Giles, Marie Hocker	LOCATION:	Zoom Meeting
		CALLED TO ORDER:	9:07 am
ABSENT:	Excused: None Unexcused: None	ADJOURNED:	9:23 am
FACILITATOR:	Cal Sharp, Board Chair	DATE MINUTES APPROVED/ADOPTED:	1/26/2021

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. For the purpose of the minutes, all Board members attending remotely identified themselves and the location they were joining from:</p> <p>Cal Sharp from Bloomfield Township, MI Alice Thompson from Detroit, MI Nicole Sherard-Freeman from Rochester Hills, MI Chris Uhl from Berkley, MI Maria Woodruff-Right from Farmington Hills, MI</p>	
II. Agenda and Minutes Approval	<p>Cal Sharp asked for approval to the agenda for the December 15, 2020 meeting:</p> <p style="text-align: center;">Motion: Chris Uhl Seconded: Alice Thompson Motion Carried – Approved Unanimously</p> <p>Cal Sharp called for approval of the meeting minutes for the Committee meeting on August 25, 2020:</p> <p style="text-align: center;">Motion: Chris Uhl Seconded: Alice Thompson</p>	



Motion Carried – Approved Unanimously		
III. DESC Board Chair Report	Cal Sharp reported:	
	<ul style="list-style-type: none"> • Mr. Sharp congratulated DESC as an organization for the job they have done this year, particularly under the unheard-of circumstances, DESC has been successful and innovative in responding to the challenges faced and in providing services to Detroiters during the COVID-19 crisis. 	
IV. DESC President Board Report	Terri Weems reported:	
	<ul style="list-style-type: none"> • Thank you, Mr. Chair, for your support and acknowledgement of the team and all their tremendous work. • With the unexpected skyrocketing numbers of unemployed, we've been supporting people, helping them obtain their benefits, helping them get back on their feet. • Since the pandemic started, we've adapted to provide more remote services, we've had over 150,000 visits to our website, 60,000 services have been delivered to almost 14,000 customers • We handled almost 200,000 calls to our call center, and we've placed many people in jobs including over 4000 at FCA • On the fiscal and administrative side, we've completed several audits. We're improving our processes and procedures to produce better data; we're leveraging technology and it's showing in our audit results and you'll hear about that later on in the Corporate Board meeting. 	
V. Strategic Discussion Points	Terri Weems reported:	
	<ul style="list-style-type: none"> • As discussed at our last meeting, the Michigan Works! Association changed their bylaws and are required to identify two members to serve on the MWA Board. The appointment should be comprised of one chief administrative person and a person at the discretion of the local workforce development board. <ul style="list-style-type: none"> ○ We are recommending that Terri Weems and Michelle Rafferty be appointed. • With the pandemic, unemployment numbers have risen sharply, and although they have reached lower levels in recent months, we expect shutdowns in November and December might impact those numbers again. For 2021 we at DESC will work to support businesses and the unemployed and get them back to work. We are able to help by filing claims for our customers, we have been trained by UIA and have been given access to the state system. We've been granted a new grant to be able to do that work through the end of December 2020. • We're in discussions with the State, about the additional work that they've been asking us to do, which includes manning the State UIA calls. Currently, we just don't have the capacity to do that. They've also asked us to do some fraud identity work. We want to continue to remain focused on our reemployment efforts, and will 	

	<p>continue to have discussions with UIA along with the other 16 MWA agencies over the next few weeks.</p> <p>Nicole Sherard-Freeman spoke on the organizational structure:</p> <ul style="list-style-type: none"> • The new role starting in January will necessitate getting steeped in the major economic development deals that come forward in the next few years. • We are going to bring more structural cohesion and integration into our economic development work. We will focus on 3 points: <ul style="list-style-type: none"> ○ Workforce talent and training for major automotive suppliers outside FCA. ○ Detroit's small and microbusiness community may become the largest job generators in coming years. ○ Progress on closing the digital divide means Detroit is better able to pivot with growing business trends. <p>Terri Weems added:</p> <ul style="list-style-type: none"> • We have discussed the structure and function of both the Mayors Workforce Development Board and DESC. Our current structure continues to be outlined by our governance agreement and we continue to refine and clarify that structure, as necessary. • We brought you policies at our last board meeting and we've engaged the Gallup group to conduct an employee engagement satisfaction survey. We expect that work to continue through the early part of next year. • We've also done a bit of restructuring on the business services side. We've already established an employer and Industry engagement group. This group leads strategic employer engagement and participates in business attraction in identifying employment needs. On the Michigan Works Agency side, we execute all job developments, candidate recruitment, and placement activities. Most of our business reps or business service reps will move into the Career Centers, <p>Committee discussion ensued.</p>	
<p>VI. Public Comments</p>	<p>There was no public comment.</p>	
<p>VII. Adjournment</p>	<p>Cal Sharp called for a motion to adjourn the meeting:</p> <p style="text-align: center;">Motion: Chris Uhl Seconded: Alice Thompson Motion Carried – Approved Unanimously</p>	

DRAFT SUBMITTED BY:

Printed Name: Elizabeth Hennessey

Title: Executive Assistant to the President



Signature: /s/ E Hennessey

Date: 12/23/2020

DATE MINUTES APPROVED/ADOPTED: 1/26/2021 Initials: EH

NEXT MEETING: Tuesday, January 26, 2021 @ 9:00 AM
