



Detroit
Employment
Solutions
Corporation

A Michigan Works! Agency

Minutes

Detroit Employment Solutions Corporation Board
Wednesday, November 16, 2016

Time: 9:30 a.m. – 10:30 a.m.
Location: 440 E. Congress, Suite 400, Detroit, MI 48226
Facilitating: Cal Sharp, DESC Corporation Co-Chairperson

Members Present: Alice Thompson, Mark Gaffney, and Cal Sharp

DESC Staff Present: Jose Reyes, Alessia Baker-Giles, Chauncey Samuel, Stephanie Nixon, Robert Shimkoski, Deondra Parks, Cassandra Ricks, Robin Johnston

Guest: No guest was in Attendance

WELCOME AND INTRODUCTIONS

The Meeting was called to order by Co-Chair Cal Sharp, in for Chair Laura Hughes at 9:51 a.m. Modification was made to have portion of the meeting go into closed session to discuss negotiations and pay for incoming CEO. Motion to approve the Agenda was moved by Cal Sharp, seconded by Mark Gaffney. Motion carried unanimously.

Motion to approve the Minutes of the September 23, 2016 meeting was moved, Director Alice Thompson questioned if the minutes had gone out prior to the meeting; they had not. Concern of minutes with attendance of directors discussed, as well as if meeting had a quorum. Minutes not approved, a modification of minutes was requested based on attendance discrepancy. Motion to modify the minutes by Chair Cal Sharp, supported by Director, Mark Gaffney Motion Carried Unanimously.

DESC INTERIM PRESIDENT/CEO REPORT

Jose Reyes, DESC Interim President & CEO shared the following highlights from his report

Finance/Budget

Cycle II

Resolving Cycle II there were 5 issues unresolved and new documentation was sent to the State. DESC is currently waiting on procurement expenditures as there are still issues with SERCO and asking for additional documentation. Transaction will be resolved within the next thirty days.

Cycle III

While in the process of the Grievance letter, there is a longer list of findings. There is a different reviewer that seems over-zealous. Looking to have issues resolved when the rebuttal is sent back.

GDYT

At the tail of reconciliation, major issue was the charge back to CDBG and the Housing Department at the City. Invoices and supporting document were sent for the amount of \$1.5 million to be reimbursed

from the last transaction; still waiting for that to take place. Terms of payment in process.

SINGLE AUDIT

No findings in the report.

DOL

Potential findings in the report due to low-enrollment. Grant called only to enroll residents of Detroit. DESC was given Ryan and Macomb by default. MDOC (Michigan Department of Corrections) was revisited. DESC to find individuals interested in the program and facility to raise enrollment. DESC did a modification for re-entry citizens that reside in or will reside in Detroit after release. The reentry program is through Lawton Facility; DESC's requesting Lawton to be considered a site for re-entry training.

DOL Demo Grant Review

A report is going forth to the State of Michigan with the necessary documentation to respond to their report.

Planning/Fund Development

Grants

Ralph C. Wilson Jr. Foundation. Grant in the amount of \$2 million to support Tech Hire Initiative. There will be revisions made on the 4-year plan. The plan needs to execute a time line on deliverables that normally was not part of the four - year plan. Modifications have been made, but not sent.

Procurement

Handled

Career Pathway

Seeking a project manager for Youth Initiatives.

SNAP 50/50

The State needs to finalize their Plan before DESC can execute contracts locally between vendors.

Aspen Opportunity Youth Incentive Fund

Continuing to work with youth team and building partnerships in the community which will be on-going.

Community Engagement

Mentioned at MWDB (Mayor's Workforce Development Board) new umbrella workforce brand identity needs to be incorporated in training initiatives, such as construction and healthcare. Promotion of DEEP program between Ryan and Macomb was great success. Looking into other outlets to promote cable and community access. Detroiters are not fully aware of what DESC has to empower consumers with. DESC is also working with DTE on brand development for individuals who are interested in Tech Hire and construction. Additional platforms of Detroit information will be captured as well. It is also proposed

that a data-base tool be created to capture and analyze customers' interests, training/education needs and placement.

Administrative Services/Operations

Compliance

No need to discuss, should be removed from report as of now.

Organizational Development, Culture and Leadership

Organizational Assessment

- Kick off December 1, proposals have been approved, vendors chosen (2 Vendors) One being paid by JP Morgan Chase \$200,000

REVIEW/APPROVAL OF ITEMS

CONTRACT MODIFICATIONS

SERCO-Demonstration Grant- grant has carry in funding to use for the program in the amount of \$241,973. Money is not new it is funds used to be rolled over into the budget. Co-Chair motioned to approve all contract modifications, Director Alice Thompson second, Motion carried unanimously

SERCO PATH modification in the amount of \$50,000.00 Funding will be used to support workforce development services provided to PATH participants referred from Wayne County Department of Health and Human Services.

SER Metro-GDYT modification for \$435,000 to complete close-out original allotment was \$900,000

Midwest Careers had \$100,000 in surplus they could not spend and wanted to give it to other providers.

Surplus of money to be used in the following amounts of \$50,000 for both Development Center and PATH.

Development Center-PATH modification in the amount of \$50,000.00. Funding will be used to support workforce development services provided to PATH participants. The funding recommendation does not exceed budget tolerance.

JANITORIAL SERVICES

RNA of Ann Arbor Inc. (Facilities Management) request for one-year approval, and funds in the amount of \$29,120.00. Contract will provide janitorial services including all necessary cleaning supplies and equipment for DESC One-Stop 18100 Meyers Road (Northwest Activities Center)

ORGANIZATIONAL ASSESSMENT

LM Strategies Consulting LLC (Kemp Whitfield, Inc.) requests for one-year approval and funds in the amount of \$24,000.00. The contract will assess DESC's organizational needs, structure, functions, processes and service delivery. Director Mark Gaffney motioned to approve all grant funding request, Director Alice Thompson supported, Motion carried unanimously.

SECURITY SERVICES

Legarda Security request for one-year approval, and funds in the amount of \$110,000.00. The contract will provide security services for the Michigan Works One-Stop Centers located at 18100 Meyers; 5555 Conner; 9301 Michigan Ave; and the DESC headquarter office located at 440 E. Congress. The funding will not exceed the budget tolerance.

Chair Cal Sharp took meeting into closed session for further discussion of incoming CEO at 10:41 am before closed session, DESC Interim President Jose Reyes made a modification to CEO Report to include DESC personnel change. Compliance Manager-Kristin Bailey, Education Coordinator-Jessica Carr, as well as Twanna Tidwell have found new employment endeavors and would like to thank the individuals for their hard work as part of the DESC team. This remark took meeting into closed session.

PUBLIC COMMENT

No public comment was presented to the committee.

ADJOURNMENT

Meeting brought back to open session at 11:10 am, with no further business to come before the Detroit Employment Solutions Corporation Board after the closed session; motion for the meeting to end was brought by Chair Cal Sharp, Motion Supported and Carried Unanimously. Meeting ended at 11:19 am.

*Prepared by: Deondra Parks
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Detroit Employment Solutions Corporation*

Approved with corrections May 25th, 2017