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A Michigan Works! Agency

MEETING:	DESC Executive Committee Meeting	DATE:	October 29, 2019
IN-PERSON ATTENDEES:	DESC Executive Committee Members: Cal Sharp, Nicole Sherard-Freeman, Maria Woodruff-Wright DESC Staff: Terri Weems, Stephanie Nixon, Marie Hocker, Elizabeth Hennessey Guests/Presenters: None	LOCATION:	440 E. Congress Corporate Board Room Detroit, MI 48226
VIA TELEPHONE:	DESC Board/Committee: Chris Uhl DESC Staff: None	CALLED TO ORDER:	9:08 AM
ABSENT:	Excused: Alice Thompson Unexcused: None	ADJOURNED:	9:47 AM
FACILITATOR:	Cal Sharp, Interim Board Chair	DATE MINUTES APPROVED/ADOPTED:	

ITEM	DISCUSSION	OUTCOME/ACTION ITEM(S)
I. Welcome, Roll Call, and Introductions	<p>Cal Sharp, DESC Interim Board Chair, called the meeting to order.</p> <p>Cal Sharp, called for a Motion to Approve the Agenda:</p> <p style="text-align: center;">Motioned: Nicole Sherard-Freeman Seconded: Maria Woodruff-Wright Motion Carried. Passed/Approved Unanimously.</p> <p>Cal Sharp, called for a Motion to Approve the Minutes from the previous meetings:</p> <p style="text-align: center;">Motioned: Maria Woodruff-Wright Supported: Cal Sharp Motion Carried. Passed/Approved Unanimously.</p>	
II. Interim Board Chair Report	<p>Cal Sharp, Interim Board Chair reported:</p> <ul style="list-style-type: none"> • A ninth center on the campus of WC3 is planned, it's notable that it's linked to an educational center • We have talked about the role of this committee moving forward in supporting strategy. Also interested in our ability to get data and slice it in ways we have not before in order to make 	



	<p>inferences and support our work. Interested in being able to understand what assistance our clients need and being able to provide it is critical. Looking forward to greater insight.</p> <p>Nicole Sherard-Freeman added:</p> <ul style="list-style-type: none"> • Discussed the opportunity to use University of Michigan Poverty Solutions to understand what the jobs look like, entry level, middle skills and advanced level. Understanding the pathways to getting people to fill those jobs and out of poverty is important. Discussed how we might use upcoming census data to identify insights. If any of you have received an ACS survey, you'll see the deep dive they're taking on data, and we will be able to mine that to know our clients challenges much better than we do now. We will be able to make Detroiters better able to pivot, and more resilient. • We will be using a very targeted outreach strategy to invite the pool of applicants to apply to other employers. • We need to consider whether we have the right permissions to leverage data we currently have <p>Committee discussion ensued.</p>	
<p>III. Interim President & CEO Board Report</p>	<p>Terri Weems, DESC Interim Chief Executive Officer reported:</p> <ul style="list-style-type: none"> • In September, the state passed its budget. We've received final allocations for most of our federal formula funding and it has all met or slightly exceeded what we've budgeted for. • There are two areas of concern for us. <ul style="list-style-type: none"> ○ As part of the Governors vetoes, funding for Going Pro was cut. We believe that this action was taken in order to bring the legislature to the negotiating table on road funding and have confidence that this area will be restored. The state is still accepting applications from employers and we expect they will make awards. ○ Separately, funding for Jobs for Michigan's Graduates funding totaling \$3.75 million in FY 2020 was not part of the veto but the funding was part of an administrative fund transfer. This program is currently already underway. As you may recall from our last meeting, we serve about 600 youth through the JMG program and we were recently recognized for having consistently exceeded all performance measures. We have no updates on progress made to restore each of these areas but keep our ears to the ground. We can't be sure as to the JMG dollars, so we are actively working with the program leadership to identify other funding. • At DESC, we continue to progress across our initiatives. We are very grateful for all the hard work that has gone into this. <ul style="list-style-type: none"> ○ Progression in expanding to nine career centers across the city. ○ Extraordinary redesign efforts that we are pleased to see come into being. • Our team is also incorporating a human centered design approach to our work that is sure to improve the quality of services and experiences for people and she has an update for you here as well. • Under Nicole Sherard-Freeman's leadership, Detroit at Work is well positioned to become an employer recruiter and a training marketplace for more employers who need talent. We take great satisfaction in the confidence we are building across the community. 	

	<ul style="list-style-type: none"> • At DESC we remain focused on operationalizing and executing on initiatives and continuous improvement efforts to enable us to support growth. • We are going to need to increase the capacity of our teams. <ul style="list-style-type: none"> ○ Frejya Harris joins us as Chief Administrative Officer. She is assuming responsibility for Procurement, Contract management, and Compliance with more areas to be defined. ○ David Jackson joins our contract and compliance management team. He brings a wealth of experience in accounting, financial analysis, and audit. He will be a tremendous asset in transforming our internal operations. I hope you will join me in welcoming them to the team. <p>Committee discussion ensued.</p>	
<p>IV. MWDB Highlights</p>	<p>Nicole Sherard-Freeman, Executive Director of the Mayor’s Office for Workforce Development, provided an update on the Mayors Workforce Development work:</p> <ul style="list-style-type: none"> • The Mayor’s vision remains unchanged, we continue to focus on three areas of measurement, an increase in residential employment, reduction in poverty and an increase in the financial stability of families. • On increasing residential employment, September’s numbers are 232,600+. That number is an uptrend and the highest in the last decade. • On the reduced poverty front, the measure we track is the number of Detroiters living in poverty for 2018, we are down 1.1%. That is trending in the right direction, the third year trending up but is not enough. • We can look at the ALICE report for the trending figures, living wage numbers, etc. <p>Committee discussion ensued.</p> <ul style="list-style-type: none"> • We’re still working on training and career pathways; we are better at and are more deliberate at defining career pathways • The Mayor has asked us to work on a pilot program around barrier removal called Friends & Family, to provide intensive case management, which includes cognitive therapy which is not part of our current program now. It falls outside what we ask our Career Centers to do and we’re working with Terri to be sure we use flexible funding and to determine where we need more flexible funding to accommodate. • We are focused on barrier removal, knowing more about job seekers, using technology we are excited about, will give us capabilities to understand their interests and skills even those that are unconventional. We know how many jobs are in the pipeline, weaving that together with intensive case management services. 	
<p>V. Program Services Committee Update</p>	<p>Terri Weems presented:</p> <ul style="list-style-type: none"> • The Committee approved 2 proposals that will be brought to the Board for approval, around awarding amounts for Career Center services and FCA work readiness training. 	

VI. Audit & Finance Committee Update	Chris Uhl, Audit & Finance Committee Chair & Treasurer, DESC Board commented: <ul style="list-style-type: none"> • There were not any points to bring to the Committee. 	
VII. Public Comment	Cal Sharp, Interim Board Chair, called for public comment. <ul style="list-style-type: none"> • No public comment 	
VIII. Adjournment	Cal Sharp asked for a motion to adjourn the meeting. Motioned: Nicole Sherard-Freeman Seconded: Cal Sharp Motion Carried. Passed/Approved Unanimously.	

DRAFT SUBMITTED BY:

Printed Name: **Elizabeth Hennessey**

Title: Executive Assistant to the Interim President & CEO

Signature: /s/ E Hennessey

Date: 11/04/2019

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

NEXT MEETING: Tuesday, December 3, 2019 @ 9:00 AM