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A Michigan Works! Agency

<b>MEETING:</b>	<b>DESC Program Services Committee Meeting</b>	<b>DATE:</b>	<b>April 23, 2020</b>
<b>IN-PERSON ATTENDEES:</b>	<b>DESC Committee Members:</b> <b>DESC Staff:</b>	<b>LOCATION:</b>	<b>Zoom Call</b>
<b>VIA TELEPHONE:</b>	<b>DESC Board/Committee:</b> Alice Thompson, Lena Barkley, Cal Sharp, Dannis Mitchell, Ric Preuss  <b>DESC Staff:</b> Michelle Rafferty, Stephanie Nixon, Terri Weems, Robert Shimkoski, Elizabeth Hennessey, Patrice Wright, Marie Hocker, Madelyn Bernard	<b>CALLED TO ORDER:</b>	<b>11:06 am</b>
<b>ABSENT:</b>	<b>Excused:</b> None <b>Unexcused:</b> None	<b>ADJOURNED:</b>	<b>11:35 am</b>
<b>FACILITATOR:</b>	<b>Alice Thompson, Program Services Committee Chair</b>	<b>DATE MINUTES APPROVED/ADOPTED:</b>	

<b>ITEM</b>	<b>DISCUSSION</b>	<b>OUTCOME/ACTION ITEM(S)</b>
I. Welcome, Roll Call, and Introductions	<b>Alice Thompson, Program Services Committee Chair, called meeting to order at 11:06 am and welcomed everyone to the meeting and took roll.</b>	
• Approval of Agenda	<b>Alice Thompson, Program Services Committee Chair, called for a motion to approve the Agenda</b>  <b>Motioned:</b> Cal Sharp <b>Supported:</b> Lena Barkley <b>Motion Carried. Passed/Approved Unanimously.</b>	
• Approval of Minutes	<b>Alice Thompson, Board Secretary and Program Services Committee Chair, called for a motion to approve the meeting minutes</b>  <b>Motioned:</b> Cal Sharp <b>Supported:</b> Lena Barkley <b>Motion Carried. Passed/Approved Unanimously.</b>	



<p>II. Presentation &amp; Call for Motion: East Side Career Center Services</p>	<p><b>Alice Thompson, Program Services Committee Chair</b>, turned the floor over to Michelle Rafferty, COO to present the recommendation for East Side Career Center Services.</p> <p><b>Michelle Rafferty, COO</b> began by recapping the issue with the initial Type 2 Career Center award to Payne Pulliam and the difficulties faced in securing a lease, which lead to DESC rescinding that award. DESC then issued a RFP for East Side Career Center services, including management of WIOA and PATH program funds. DESC also determined that it would directly procure and lease a Career Center on the East Side to which it would assign the selected career services provider. DESC anticipated released the RFP for space in the summer of 2020. In the meantime, DESC would enter into a shorter-term lease with Samaritan Center.</p> <p><b>Ric Preuss, Committee Member</b> asked if we thought it was still a good idea to invest in physical locations due to the pandemic. Michelle responded by letting everyone know we are currently not expanding our footprint and would ultimately not be increasing the total number of Career Centers. Terri Weems, President then added that we need to keep in mind customers that may not have access to virtual capabilities to use our services and may still require a physical location to visit, at least on an appointment basis.</p> <p>Committee discussion ensued</p> <p><b>Michelle Rafferty, COO</b> then proceeded in letting the committee know that the decision to recommend Payne Pulliam for East-Side Career Center Services was unanimous and briefly detailed key factors from their Proposal.</p> <p><b>Alice Thompson, Program Services Committee Chair</b> then moved to vote on the recommendation.</p> <p>Is there a motion to approve? Lena Barkley approved; Dannis Mitchell supported Alice Thompson called for Ayes: All were Ayes; No Nays</p>	
<p>III. Public Comment</p>	<p><b>Alice Thompson, Program Services Committee Chair</b> called for public comments</p> <p>No public present</p>	
<p>IV. Adjournment</p>	<p><b>Alice Thompson, Program Services Committee Chair</b> called for a motion to adjourn the meeting:</p> <p style="text-align: center;"><b>Motioned: Lena Barkley</b> <b>Seconded: Cal Sharp</b> <b>Motion Carried. Passed/Approved Unanimously</b></p>	

**DRAFT SUBMITTED BY:**

Printed Name: **Patrice Wright**

Title: Executive Assistant to the CPO



Signature: /s/ P Wright

Date: 4/27/2020

DATE MINUTES APPROVED/ADOPTED: \_\_\_\_\_ Initials: \_\_\_\_\_

**NEXT MEETING: Tuesday, December 8, 2020 @ 10:00 AM**

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