

**SEMCA WORKFORCE DEVELOPMENT BOARD**  
**Wednesday, July 15, 2020**  
**SEMCA Michigan Works! WebEx Meeting**  
**MINUTES**

**Members Present**

Charlie Mahoney-Chair  
Andy Bianco  
Connie Carroll  
Patricia Chatman  
Jason Evers  
Lee Graham  
Naheed Huq  
Chris LaJoy  
Molly Luempert-Coy  
Beth Maveal  
Bayyinah Robinson  
Sean Sims  
Malin Wagner

**Alternates Present**

**Members Absent**

Chuck Browning/David Pagac  
Gerald Hesson/Mike Smith  
Tupac Hunter  
Patrick Lambrix  
Frank Lopez  
Wanra Pearson  
Khalil Rahal

**Staff Present**

Gregory Pitoniak  
Tamara Lamper-Norrix  
Daniel Martinez  
Deborah Taylor  
Bill Hellar  
Rana Al-Igoe  
Kate Brady-Medley  
Traci Sassak

**Guests**

**Call to Order**

Chair Mahoney called the meeting to order at 2:04 p.m. The virtual meeting took place via WebEx due to Covid-19. Charlie welcomed everyone. Video and telephone options were used by board. She advised that everyone has the ability to unmute themselves to ask questions and vote.

**Flag was visible for the Pledge of Allegiance.**

**Roll Call**

Roll call was taken and a quorum was present.

**Public Comment**

No public comment was made upon request three times.

**Approval of Agenda**

**MOVED by Chatman to approve the Agenda of July 15, 2020 as presented, supported by Wagner. All voting aye, motion carried.**

### **Approval of Minutes**

**MOVED by Wagner to approve the Minutes of May 15, 2020 with the change of moving Jason Evers from present to not present, supported by Huq. All voting aye, motion carried.**

### **Approval of WIOA Regional Plan**

Pitoniak and Al-Igoe provided an overview of the WIOA Regional Plan, which is required every four years by the Department of Labor under the Workforce Innovation and Opportunity Act. This plan covers the counties of Macomb/St. Clair, Monroe, Oakland and Wayne, which includes the Michigan Works Agencies from Detroit, Macomb/St. Clair, Oakland and SEMCA. Al-Igoe was substantially involved in developing both the Regional and Local Plans along with WIN providing the data elements. She noted that this Plan is very similar to the Local Plan and has many of the same themes. This Plan covers the joint projects worked on with our partners and grants that are facilitated and program managed by the Workforce Intelligence Network. There is a special section that is not required but the region felt was important entitled COVID-19 Pandemic Impact and Response that discusses how this pandemic has affected the region's service delivery. This was decided after feedback from the SEGA Board during their meeting. The approach of regional partnerships and collaboration comes naturally in our region through Southeast Michigan Workforce Agencies Council (SEMWAC) and the Workforce Intelligence Network (WIN). These groups meet monthly and discuss regional concerns and best practices, which makes developing this Plan easier for us compared to other regions. Al-Igoe took the opportunity to thank the board and partners for their participation in the survey process.

**MOTION by Evers to approve the WIOA Regional Plan as presented, supported by LaJoy. All voting aye, motion carried.**

Pitoniak also acknowledged Southeast Michigan Council of Governments as another strong partner in our region. SEMCA WD Board member Naheed Huq has played a key role to assuring that SEMCOG part of the regional dialog on workforce development. No questions were asked. Mahoney thanked Huq for keeping it on the front burner.

**All voting aye, motion carried.**

### **Approval of WIOA Local Plan**

Al-Igoe noted that the Board reviewed and approved the Local Plan at the May meeting and was advised if there were any significant changes made due to public comment or any feedback, we would bring it back to the Board. We have added the COVID-19 Pandemic Impact and Response to this Plan as well due to the feedback received from the SEGA Board. Again this is not required by WIOA. Public comment expires today and as of this meeting no changes have been requested by the public. Pitoniak noted that on page 96 of the packet, the bullet points are what is considered the effects of COVID-19 to our service delivery. It is our responsibility to find ways to support the customers without access to online services. One way is the use of The Ballmer Group gift to provide laptops, internet access and/or training to our customers in need of these services. We're also navigating the modality of training opportunities. We will schedule in-person appointments if needed. As we move away from UIA assistance we fully plan to return to our primary role of reemployment and training services. Mahoney thanked staff and partners on all you are doing.

**MOTION by Carroll to approve the WIOA Local Plan with the addition of the COVID-19 Pandemic, Impact and Response section supported by Evers. All voting aye, motion carried.**

### **Federal/State Updates**

Pitoniak noted there was a very vague revised State FY 2019-20 budget approved. We expect further cuts to PATH in the next fiscal year. Jobs for Michigan Graduates has been fully funded for the remainder of this year. Next fiscal year begins October 1, 2020 and the budget process will probably go into September awaiting COVID relief from the feds.

The President's executive budget for WIOA is recommending a \$50 million increase, which is higher than this year but with 50 states and multiple WIOA programs it is not a significant amount. We continue to provide our congressional delegates with our needs and Pitoniak had a virtual meeting recently with Senator Gary Peters. We are fortunate to have a delegation that is very supportive of workforce programs. The National Association of Workforce Boards, the National Skills Coalition, and the US Workforce Association continue to advocate on behalf of the system.

Pitoniak wanted to inform the Board that the Michigan Works Association, at their annual conference, will be acknowledging deserving people and businesses for their support of the workforce system. SEMCA has nominated Charlie Mahoney for Volunteer of the Year, International Building Products in Livonia for Employer of the Year and Iman Shami of Downriver Community Conference for the Shining Star Award for her amazing work with the UIA Project. Mahoney thanked the staff and board for the nomination and asked for a motion to accept the nominations.

**MOTION by Graham to support the nominations as presented, supported by Luempert-Coy. All voting aye, motion carried.**

#### COVID-19

Pitoniak provided an update of the COVID-19 In-Person Reengagement Plan, which was due to the state yesterday. Please note SEMCA remains open but is currently only virtual and telephonic services. Phase 1 is in-person reengagement by appointment only on a limited scale. Each MWA is permitted to choose their start date and SEMCA is targeting July 27, 2020. This modality will not be used for the UIA Project because it can all be done by phone. UIA and DHHS have not targeted in-person dates yet. Physical and operational changes are well in place, and we will be ready when the time comes for in-person appointments. No questions were asked.

Hellar provided a brief overview of the program stats during the last six months on Walk-In and Employment Service Registrations, WIOA Adult/Dislocated Worker/Youth and TAA New Registrations, PATH and Food Assistance Employment and Training New Registrations, Individual Training Starts by Program, Michigan Works! One Call, Case Notes-Enrolled Customers and Business Services. January through March the numbers were normal but by April they drop drastically except for the One Call stats which rose drastically due to UIA. By June there are small increases in some areas due to the drive-thru registration events and job fairs. PATH customers are currently in an inactive category but will be starting up again in July. FAE&T is planned to start again in September. Even though we are not seeing people in person, we are still making calls and keep in contact with our customers. Our Business Services Reps continued to reach out to business but there have not been a lot of placements. The report is on file.

#### UIA

Hellar reviewed the UIA stats focusing on the increase in numbers for June. He provided a brief summary of the project and the areas that MWA staff were trained to help customers. As the project developed, we have been given more responsibility than log-ins, new claims, and customer questions. Now we have access to the Issue Tracker Database (problems with log-in or customers questions). Since we have been given access MWA's statewide have resolved over 21,000 customers on Issue Tracker. In June, the state was notified of a fraud attack on the unemployment systems nationwide. In Michigan they flagged over 500,000 claims as fraudulent. They cleared up 200,000 quickly but the remaining claims needed to be verified. Phase three required more training to help customers that were flagged as fraudulent to help verify valid claims. We were receiving 200 calls a day and when these letters were sent to flagged customers, the calls volume surged to 2,000 calls a day. By the end of June, that list was down to 30,000. Still working on local calls and the Tracker Database. Pitoniak noted UIA's \$600 pandemic assistance ends at the end of July so we expect to see customers start looking for job assistance and/or training opportunities.

#### Council on Accreditation

Brady-Medley gave a brief update on the reaccreditation. The team has been updating policies and procedures and all documents will be uploaded into the portal by August 17, 2020. We are currently scheduled to host the onsite visit October 12-13 where they will look at evidence of our policies and procedures and conduct interviews, but it could change to a virtual visit. Brady-Medley has found it very helpful as someone who was not here three years ago, and it is a great opportunity to maintain high standards and achieve constant improvement. No questions were asked. Mahoney thanked staff for their continued work to complete this project. Pitoniak noted that Brady-Medley has been a great leader on this project.

### **SEMCA Fiscal Update**

Sassak was asked to provide a brief update on what was presented at the recent SEGA Board Meeting. She discussed the clean annual financial and single audits received from Plante Moran for the second year in a row, which SEMCA is considered a low risk auditee. They also received a clean audit for the 403(b) Plan with Plante Moran. All audits were done virtually and had no administrative recommendations or findings.

She also advised the board that they have successfully completed the State of Michigan Cycle I, II and III audits, DESC Desk audit, US DOL audit with WIN and JMG desk audit with no administrative recommendations and no findings in any of these audits. Pitoniak noted that the SEGA Board reviews all financials but he felt it was important that the WDB to be informed on the high proficiency of our financial administration.

### **SEMCA Strategic Plan Updates**

Hellar gave a brief overview of the Q2 Strategic Plan. He advised that most targets are on pace or ahead of schedule except for the complete rescan of potential partners and collaboration projects with Economic Development, which we have fallen a little behind. No questions were asked. The report is on file.

### **Program Updates**

#### **Program Statistical Summary**

Hellar noted this is our Standard Report and offered to go over the information or answer specific questions. We have reviewed much of this information that we previously reviewed. No questions were asked.

#### **WIOA, ES, TAA, OJT, IWT, Talent Fund, Apprenticeship-Work-Based Learning**

Al-Igoe referred the board to her program report. Virtual job fairs are being conducted. SEMCA hosted one at the end of June. LEO has partnered with Brazen, a job fair platform, and asked for a volunteer to host the first Michigan Works led virtual job fair. SEMCA stepped up and had an impressive turnout. Over 20 employers participated including FCA and over 600 job seekers registered. It appeared that the employers did not expect such a large turnout so the employers had to follow-up with participants after the job fair ended. Hoping to do more throughout the year and are hoping FCA will consider scheduling some throughout the year for their open positions. Pitoniak noted that there were only a few jobseekers at the beginning of the week who had registered and by Friday, with a social media and radio campaign we had over 600. The question is was it the media blast or do people wait to register at the last minute that brought in the higher numbers. One question in the Chat, is the job fair platform video face-to-face? It wasn't initially and was chat back and forth only. Since then a video option has been implemented that is being tested. Maveal asked the question because Henry Ford is look for a virtual platform for interviews. Brazen was one they are looking at because they are finding most are not video capable.

#### **PATH, FAE&T, Adult Ed, Community Ventures-BRN and Project Rising Tides**

Martinez referred the board to his program report in the packet. PATH customers have been directed to return to participation. The initial number received from the state was 1700 customers would need to be engaged or reengaged. Orientation began on July 8. Of the 1700, 1400 applied and did not have to participate and 300 were existing customers. We have only engaged with a little over 100 customers to provide orientations. Some opted to not participate or are on unemployment. Everything is virtual. There is a video orientation on the website and then they

communicate with their coach by phone or email to begin their program. There are workshops online and we also have a workshop by phone if they do not have access virtual access. The orientation is also available in different languages. Staff indicated it is going as smoothly as possible. SEMCA will soon have a mobile app. Pitoniak has signed the contract and we will begin to build the site. No questions were asked. Two other Michigan Works! agencies are already using it, which will be a benefit to us. BRN program has been extended to September 30, 2021. Martinez provided a brief overview of the program for new board members. A video has been completed and is being reviewed. A microsite is being completed for the website so people can go directly to Connections. They are currently looking to hire two contractual salespeople to help build the network. No questions were asked.

#### **WIN**

LYFT has obtained a manufacturing grant and has contracted with WIN on this apprenticeship program.

#### **New/Old Business**

SEMCA annually has an election of Officers. All three of the current officers have agreed to be nominated for the Chair, Vice-Chair and Secretary positions. Please consider nominating yourself or someone you think is interested in any of the positions. It would probably be helpful to check with them first to see if they are interested. Complete and send the form to Tamara by July 31, 2020. A ballot will be sent either for the September board meeting or separately before the meeting.

Frank Lopez had heart surgery in June and is doing well. He actually was at his office yesterday. He was going to join us on the call but had a doctor appointment. We look forward to working again with him soon. If you need his email or address, contact Tamara.

#### **WIOA Youth, Foster Youth, JMG, WCCAN, Manufacturing Day, MiCareer Quest**

Pitoniak referred the board to her program updates in the board packet because Taylor is having technical difficulties. Brady-Medley noted that Jobs for Michigan Graduates (JMG) had a really good year and ended strong in the program year. A pilot for the Summer Young Professionals is kicking off next week. This will be a virtual orientation and training sessions before doing a condensed work experience with an area employers. Manufacturing Day will be virtual this year. This is uncharted territory but some employers and community college partners are excited. MiCareer Quest is also moving to a virtual format. No questions were asked.

Michigan Works Annual Conference has moved to a virtual platform. It will be September 14-16. They are still working out the schedule. SEMCA will offer the Board members multi-day registrations if you are interested. Let Tamara know if you are interested in one to three days and SEMCA will sponsor your registration. Fees are not refundable. We will send you the schedule as soon as we get it.

**MOTION by Graham to adjourn the meeting, supported by Wagner. Meeting adjourned at 3:56 p.m. Our next meeting is scheduled for Wednesday, September 16, 2020 at 2 p.m.**

Respectfully submitted,

**Adopted at September 16, 2020 Meeting**

Tamara Lamper-Norrix  
Executive Assistant – SEMCA