

**SOUTHEAST MICHIGAN GOVERNMENTAL ALLIANCE, INC.
DRAFT MEETING MINUTES OF SEPTEMBER 10, 2021 – 2:00 PM**

A MEETING OF THE MEMBERS of Southeast Michigan Governmental Alliance, Inc. was held on Friday, September 10, 2021.

Members in Attendance: Commissioner Al Haidous, Michael Bosanac and Dale Krajniak

Absent: Khalil Rahal and Mayor Jack O'Reilly

Guests in Attendance: Charlie Mahoney-SEMCA Workforce Development Board Chair

Staff in Attendance: Gregory Pitoniak, Traci Sassak and Tamara Norrix

The meeting was called to order at 2:04 p.m.

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 of September 10, 2021

MOTION by Krajniak to approve the Agenda of September 10, 2021, as presented, supported by Bosanac. All voting aye, motion carried.

Approval of Minutes of June 11, 2021

MOTION by Bosanac to approve the Minutes of June 21, 2021, as presented without change or edit, supported by Krajniak. All voting aye, motion carried.

Approval of Alternate Appointments to Workforce Development Board (WDB)

Pitoniak reviewed the nominations recommended by the Workforce Development Board (WDB) to serve as alternates on the WDB at their July 21, 2021 meeting of Matt Everly of Operating Engineers Local 324 and Kamal Alsawafy of Wayne County Economic Development. The WDB Chair requested the approval also of Jamal Robertson of DTE Energy and Collin Keehn of the AFL-CIO subject to concurrence by the WDB at their September 15, 2021 meeting.

MOTION by Krajniak to appoint Matt Everly of Operating Engineers 324 for Member Lee Graham and Kamal Alsawafy of Wayne County for Member Khalil Rahal as Alternates to the Workforce Development Board; and furthermore, appoint Jamal Robertson of DTE Energy for Member Molly Luempert-Coy and Collin Keehn of AFL-CIO for Member Gerald Hesson as Alternates subject to concurrence of the WDB at their September 15, 2021 meeting, supported by Bosanac. All voted aye, motion carried.

Receive and File FY 2020-2021 Revised Corporate Budget

Pitoniak reviewed the Corporate Budget from June to September, 2021. He noted that revenue went up \$500,000 and discussed how it impacted our operations at SEMCA in the Administrative Budget. Expenses went down and the margin available for administrative operations went up about \$77,000.

MOTION by Bosanac to receive and file the 2020-2021 Revised Corporate Budget as presented, supported by Krajniak. All voting aye, motion carried.

Receive and File FY 2021-2022 Proposed Corporate Budget

Pitoniak and Sassak reviewed the Proposed Budget beginning October 1, 2021. SEMCA is projecting a \$2.2 million increase due to WIOA formula funding. The Administrative Budget is slightly higher than the current year. Positions are budgeted for 12 months, and we had some vacancies this year, so the increase is about \$90,000 higher. SEMCA is proposing a possible 5% cola staff increase, with everyone receiving a 2% increase and based on performance, the possibility 3%-5% total. SEMCA has job openings and may have new participants in the 403(b) Plan that will require the company match. We have some technology updates budgeted. The total cost difference for this budget is about \$431,000.

Bosanac inquired why the facilities budget is lower in the admin budget. Sassak noted that it is based on program staff in the building versus administration staff.

MOTION by Krajniak to receive and file the 2021-2022 Proposed Corporate Budget as presented, supported by Bosanac. All voting aye, motion carried.

Schedule Special Board Meeting for October 28 or 29, 2021 at 2:00 p.m.

SEMCA's chief legal advisor is retiring from the profession, and we need to rebid the legal services. SEMCA is targeting a cycle by mid-October. The officers will score the proposals and Charlie, Al, and Greg will interview the top two. A recommendation will be sent to the SEGA Board for approval. Concurrent with the Legal RFP, the Plante Moran audit services is up for rebidding. SEMCA is also targeting mid-October to complete the RFP process and the recommendation will also come to the SEGA Board for approval. It would be disruptive to wait until the next scheduled meeting in December. Board chose October 29, 2021 at 2:00 p.m. to hold a special Board meeting.

Schedule CEO Performance Evaluation

The goal is to complete the CEO Performance Evaluation for the October meeting.

Federal/State/SEMCA Updates

Federal budget is not approved, and departments are already planning their shut-down strategy. State's General Fund is \$5.5 Billion to the good, which does not include ARPA funding. ARPA funding will have some impact in our world. GPTF funding is expected to increase about \$33 Million more per year. With the solid General Fund, we are not expecting cuts in PATH. UIA

has not implemented the recently passed law that all UIA applicants must register for UIA at a Michigan Works AJC.

National Association of Workforce Boards (NAWB) is promoting increased funding on the federal level for workforce programs. SEMCA has signed a letter sent from the Michigan Works Association in support of this funding.

SEMCA American Job Centers are now running at 100% capacity. The SEMCA administrative staff are working two days in the office and three days remotely. A vaccination incentive was recently put into place. All SEMCA staff that have been vaccinated will receive a \$50 gift card. A raffle had begun with every 5% increase in the COVID vaccination rate. One raffle took place for reaching 60%, with the winner receiving \$500. Those not vaccinated are required to wear masks when not in their cubicles.

Pitoniak noted that SEMCA was chosen by the State to meet with the USDOL regarding our COVID Plan and Procedures and is reflecting on the last 18 months. We discussed our service delivery throughout this time and lessons learned as best practices and what did not work. Is there a more effective way to connect with workers? Are there changes or opportunity to lock-in what we learned? Virtual versus in-person options were discussed. The outreach to the unemployed and underemployed is baffling. Before the pandemic there was talent shortage. The pandemic has exacerbated that issue. We did not see a surge this week with the pandemic unemployment payment expiring that we expected to see. Retirements have increased. We hear from businesses daily as they struggle to obtain workers. Some training options will continue to be done virtually but some need to be in-person. It will be more of a hybrid model in the future.

Program Updates

Pitoniak asked if the Board members wanted him to review anything from the Program Updates provided in the SEGA Board Packet. No requests were made.

New/Old Business

No new or old business was discussed.

Adjournment

MOTION by Krajniak to adjourn the meeting, supported by Bosanac. All voting aye, motion carried. Meeting adjourned at 2:45 p.m.

Respectfully submitted,

Adopted 10/29/21

Tamara Lamper-Norrix
Executive Assistant – SEMCA