



Upper Peninsula Michigan Works! County Commissioners January 16, 2020

MINUTES

I. Call To Order

Board Chair Gerry Corkin calls the meeting to order at 1:58 P.M. Eastern.

II. Roll Call

Present:

Board Chair, Gerry Corkin; Jerry Doucette, Alger County; Gail Eilola, Baraga County; Patrick Johnson, Delta County; Joe Stevens, Dickinson County; Joe Bonovetz, Gogebic County; Tom Tikkanen, Houghton County; Paul Krause, Mackinac County; Carl Nykanen, Ontonagon County; and Craig Reiter, Schoolcraft County

Excused:

Don McLean, Chippewa County; Tim Aho, Iron County; Bob DeMarois, Keweenaw County; Kevin Erickson, Luce County; and Bernie Lang, Menominee County.

Michigan Works! Staff:

William Raymond, CEO, Michelle Viau, CFO and Tracy Roberts, Office Manager.

III. Public Comment

None.

IV. Approval of Agenda

Motion to approve agenda as presented was made by Commissioners Bonovetz and supported by Commissioner Tikkanen; motion was approved unanimously.

V. Approval of Minutes

Motion to approve minutes with correction to pg. 6 word 'any' was made by Commissioner Stevens and was seconded by Commissioner Doucette. Motion approved unanimously.



VI. Financial Report

- A. Grant Status and Overview.** CEO Raymond reviews grant status and provides updates. Commissioner Stevens comments that he spoke with Senator McBroom about GoingPro and he indicated that as of yesterday (Jan 15), there were no supplemental funds yet; he said not to expect any in January, but they are hopeful for February.
- B. Line Item Budget Report.** CEO Raymond reviews the grant status and line item budget. He indicates that the monies going in and out are about the same. UPMW budget is a little lower, but that is because the GoingPro monies are not there. It will not impact UPMW directly, however, the impact is to the companies who have training planned.
- C. Voucher Review Report.** Vouchers were reviewed by Commissioners Nykanen and Board Chair Commissioner Corkin. Motion was made to approve vouchers by Commissioner Nykanen and supported by Commissioner Johnson. Vouchers were approved unanimously.
- D. Audit presentation – Kathleen Ciantar, Anderson, Tackman & Company PLC.** Kathleen reviewed the audit report for Upper Peninsula Michigan Works! and reviewed comparisons from prior year charts. Overall, year over year, total assets sat at \$883K, a little lower than last year, but last year some pre-paid items were included. Last year there were a few negative cash balances, due to waiting on funding from State. Commissioner Stevens asked about the type of assets, and Kathleen explained that assets are liquid – to include interior furniture of the American Job Centers. Board Chair Gerry Corkin notes that we are in a favorable position with respect to our accounting, and the expenditures and grants looked good. There is nothing of concern to report – everything is operating as it should be. Kathleen notified board members of a change in accounting policy regarding leases; the accounting firm will work with UPMW to transition to that change. Finally, Kathleen commented that the fact that we are maintaining and controlling the organizational funds like we are, especially being a mostly grant-funded entity, speaks to the sound financial and accounting being done here. There were no disagreements or issues with the audit. Board Chair thanks CFO Michelle Viau for doing such a wonderful job and appreciates her work keeping finances in order and keeping down disallowed costs.

VII. Old Business

- A. Strategic Plan Update.** CEO Raymond reviews the wage study report and provides some commentary. Bill checked around the U.P. for a company to do it locally but did not find anyone local; PayScale had a lot of data and research for comparisons. After the consolidation with CCSS, and going through the transition, it was time to look at the organization and become consistent, fair, and equitable with compensation.



Compensation levels over the years were all over the place as far as raises and salary ranges. Chair Corkin asked how we will use the wage scale going forward. CEO Raymond explains that all is contingent on funding – we are not locked in or guaranteeing raises to everyone. Commissioner Bonovetz asked if they could see an example of a RAR (Review, Action, Results) presented in the packet, as could be a tool they may want to use with their county.

B. Updated Upper Peninsula Michigan Works! Org chart. CEO Raymond reviews the updated org chart with the board. Board Chair Corkin asks about some of the titles and who is in the position. The board requests an updated org chart with the names along with the titles for managers and above. Tracy to send this out to the board. Motion to approve new org chart with request for names and titles made by Commissioner and Chair Gerry Corkin and was supported by Commissioner Johnson. Motion approved.

VIII. New Business

A. Action Items – Recommended Motions

- i. PI 19-35: Trade Adjustment Assistance Appropriation Year 2018/Fiscal Year 2020 Allocations Motion

Motion to approve is made by Commissioner Eilola and supported by Commissioner Doucette. Motion passed unanimously.

- ii. PI 19-36: Fiscal Year 2020 Healthy Michigan Plan Program Plan Instructions Motion

Motion to approve is made by Commissioner Stevens and supported by Commissioner Bonovetz. Motion passed unanimously.

- iii. PI 19-37: Healthy Michigan Plan Navigator for Fiscal Year 2020 Motion
Motion to approve is made by Commissioner Tikkanen and supported by Commissioner Johnson. Motion passed unanimously.

- iv. PI 19-38: Michigan Works! System Plan Instructions for Calendar Year 2020 Motion

Motion to approve is made by Commissioner Stevens and supported by Commissioner Doucette. Motion passed unanimously.

B. Motion to approve recommendation from LEO Executive Committee for Delta

County AJC lease space. Motion was updated in the packet to move forward with a 5-year lease term. CEO Bill Raymond has recently spoke with the new administrator and Delta County is willing to do a 5-year lease. Motion to approve the recommendation from the Executive Committee to move forward with a 5-year lease was made by Commissioner Johnson. Motion was supported by Commissioner Bonovetz and approved unanimously.



IX. Reports

A. Chairman.

Board Chair Commissioner Gerry Corkin asked the other commissioners how many counties have had groups come in regarding the gun rights? The other Commissioners reported: Houghton, Marquette, Delta, and Ontonagon all have meetings coming up. Delta had a meeting of the whole; voting will be Feb 4th after there is a legal review. Chair Corkin shares that they will pass support of the 2nd Amendment. There was discussion with the board members about the various efforts around the region with regards to those efforts.

B. CEO.

CEO Raymond speaks to his report and events happening around the region. There has been a recommendation to the Governor to have a cabinet position for a Rural Affairs Director. Chair Corkin comments that it cannot hurt to have a cabinet level position – A new Governor’s liaison, since Mike Prusi is retiring.

X. Communications

Motion to approve Communications was made by Commissioner Bonovetz and then supported by Commissioner Nykanen. Motion approved unanimously.

Some of the Commissioners shared updates about their counties.

X. Public Comment. None

XI. Adjournment

There being no further business, Commissioner Nykanen adjourned the LEO meeting at 2:55 P.M. Eastern.