

**GREAT LAKES BAY MICHIGAN WORKS!  
OPERATIONS BOARD MINUTES  
February 24, 2014**

**CONS BOARD**

**MEMBERS PRESENT**

Carl Ruth  
Dan McGillivray  
Robert Woods  
James Leigeb  
Chuck Stack  
Vaughn Begick  
Donald Tilley  
Tom Herek

**WDB MEMBERS**

**PRESENT**

Terry King  
Jennifer Hayes  
Joseph Powe  
Colleen Markel  
Chris Taylor  
Valerie Hoffman  
Jeff Adamo

**CONS BD MEMBERS**

**ABSENT**

Kirk Kilpatrick  
Michael Hanley

**WDB MEMBERS**

**ABSENT**

Dan Wortman  
Tom Begin  
Sharon Miller

**MWA STAFF**

Ed Oberski  
Ken Kurecka  
Ray Ogden  
Mina Fulgencio  
Wonzella Doyal  
Amy Pringle  
Sharon Reed  
Kristen Wenzel  
Gerrit Wierda

**GUESTS**

Jerrard Johnson, SVRC  
Olga Pilar, Arnold Center  
Merry Beard, SVRC  
Anna Willman-Onstott, Delta  
Jim Dominowski, STT Security  
Jeff McNeal, ETC  
Cindy Morley, Delta

**ITEM #1: CALL TO ORDER**

Co- Chair, Donald Tilley called the Great Lakes Bay Michigan Works! Operations Board Executive Committee meeting to order at 3:31p.m. The meeting was held at the Michigan Works! Midland Service Center, McQuaid Room, Midland, Michigan.

**ITEM #2: ROLL CALL**

The above members were present.

**EXECUTIVE COMMITTEE**

The Executive Committee convened for the sole purpose of approving the minutes of its December 9, 2013 meeting. The Committee approved the minutes, and the regular meeting continued.

**ITEM #3: APPROVAL OF AGENDA**

CEO Oberski requested the Board to add Procurement of Security Guard as Item #8.

**Carl Ruth moved, supported by James Leigeb:**

To approve the agenda as amended to include Procurement of Security Guard as Item #8.

**Motion passed by voice vote.**

**ITEM #4            CORRECTING AND APPROVING THE MINUTES**

**Terry King moved, supported by Joseph Powe:**

To approve the Great Lakes Bay Michigan Works! Operations Board minutes dated September 23, 2014 and report dated November 25, 2014 as presented.

**Motion passed by voice vote.**

**ITEM #5            AUDIENCE FOR THE PUBLIC**

The audience introduced themselves. There was not public comment.

**ITEM#6            INTRODUCTIONS**

There were no introductions.

**ITEM#7            CONSENT AGENDA**

- A. Fidelity Bond Program (nonfinancial)

**Terry King moved, supported by Chuck Stack:**

To approve the consent agenda

**Motion passed by voice vote.**

**ITEM #8            ACTION/DISCUSSION ITEMS**

- A. Election of Executive Committee Members

**Vaughn Begick moved, supported by Tom Herek:**

To nominated Consortium Board members James Leigeb and Carl Ruth to the Executive Committee.

Co-Chair Tilley requested additional nominations from the floor three times.

**Robert Woods moved, supported by Tom Herek:**

To close nominations and cast a unanimous vote for James Leigeb and Carl Ruth as members of the Executive Committee.

**Motion passed by voice vote of the Consortium Board Members.**

**Jennifer Hayes moved, supported by Terry King:**

To nominate Workforce Development Board members Jeff Adamo and Joseph Powe to the Executive Committee.

Co-Chair Tilley requested additional nominations from the floor three times.

**Jennifer Hayes moved, supported by Terry King:**

To close nominations and cast a unanimous vote for Jeff Adamo and Joseph Powe as members of the Executive Committee.

**Motion passed by voice vote of the Workforce Development Board Members.**

B. Setting of the 2014 Meeting Calendar

**Carl Ruth moved, supported by James Leigeb:**

To approve the 2014 meeting calendar (attached as part of these minutes).

**Motion passed by voice vote.**

C. Recommendation for Contract to Move and House the Great Lakes Michigan Works Computer Central Server System

CEO Oberski stated that server for our 3-County intranet computer system is currently in our administration office. Moving it to a data center would increase our system's speed and reliability.

CAO Ogden reported that an RFP for a suitable site and moving our system was implemented per our normal procedures. Only one bid was received: Netsource One. The cost stated in Netsource One's bid is \$1,400.00 monthly, a onetime fee for equipment=#3,727.00 and a onetime fee of \$1,200.00 for installation. Discussion ensued.

Staff recommendation is to grant Michigan Works! authority to negotiate with Netsource One Inc. to enter into a contract for Data Center service in accordance with RFP and proposal.

**Carl Ruth moved, supported by Chris Taylor:**

To approve the staff recommendation to allow Michigan Works! to negotiate with Netsource One, Inc. to enter into a contract for Data Center service in accordance with RFP and proposal.

**Motion passed by voice vote.**

D. Procurement of Security Guard

CEO Oberski told the board that the Security Guard for the Saginaw Service Center in the past was contracted through one of our service providers. Administration feels that it is better practice for that contract to be held by Administration rather than by one of our service providers.

CAO Ogden gave the board specifics about the Request for Proposal. We received 3 proposals. Based on RFP scoring, Administration recommends contracting with R & D Conley's Security Agency. In addition, CAO Ogden stated that R & D Conley's Security Agency is the current vendor, and has provided satisfactory service.

**Terry King moved, supported by Joseph Powe:**

To grant Michigan Works! authority to negotiate with R & D Conley's Security Agency to enter into a contract based on the RFP and their proposal for security services for the Saginaw Service Center for an initial period to June 30, 2014, with options to increase by one-year increments thereafter.

**Motion passed by voice vote.**

E. Request for Line Item Budget Adjustments

Administration requested budget line item adjustments to increase the Administration Office Budget by \$25,000 to avoid two-week furloughs, and to increase the marketing line item by \$5,000 to cover the unplanned cost of sponsorship of the November MiTech+ STEM conference and allow Michigan Works! to continue to fund all planned marketing efforts through June 30, 2014.

**Vaughn Begick moved, supported by Terry King:**

To approve following budget amendments: The Administrative Office Budget is increased \$25,000 from \$1,255,199 to \$1,280,199; and the Marketing Line Item is increased \$5,000 from \$87,500 to \$92,500.

**Motion passed by voice vote.**

F. Update on Facility Cost Reductions

CEO Oberski informed the Board that at in December Executive Committee reversed Board authority to move the Administration office to the former Saginaw Township Service Center. The Committee also approved early termination of the Chesaning Service Center lease.

CEO Oberski informed the board that we have good potential of an early termination at the Saginaw Township Service Center. The Michigan Unemployment Insurance Agency (UIA) is exploring the possibility of into that location. If this happens, they requested that we enter into a sublease with them for the remainder of our lease (August 2014), so they do not have to go through their regular procurement process. Once our lease expires, they would enter into a lease directly with the landlord. The UIA is currently in talks with the landlord, SSP & Associates.

CEO Oberski stated that we will be researching the pros and cons of moving our Administration office to the Bay City Service Center and will have more information at the next meeting.

**Tom Herek moved, supported by James Leigeb:**

To receive and file the update on facility cost reductions.

**Motion passed by voice vote.**

**ITEM#9            REPORTS**

A. Fiscal Reports

CAO Ogden presented the Fiscal Reports.

**James Leigeb moved, supported by Valerie Hoffman:**

To receive and file the fiscal reports.

**Motion passed by voice vote.**

B. Other Reports

CEO Oberski informed the Board that in December the Executive Committee granted Great Lakes Bay Michigan Works! the authority to sign the Talent District Charter proposed by the State minus the bullet point that stated "Move toward a non-profit workforce infrastructure". He told the board that we will work with Region 7B Michigan Works! and Central Michigan Works! to make the prosperity region work from a workforce development perspective.

**Carl Ruth moved, supported by Chuck Stack:**

To receive and file other reports.

**Motion passed by voice vote.**

**ITEM#10            ADJOURNMENT**

**Chris Taylor moved, supported by Terry King:**

To adjourn the meeting. The meeting adjourned at 4:24 pm.

**Motion passed by voice vote.**