
MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION

Executive Committee Minutes

May 18, 2021

10 am to 12 pm

Microsoft Teams Virtual Meeting

Members Present & Location of Virtual Attendance:

Tom Lutz, Warren, MI	Lizabeth Ardisana, Dearborn, MI
Dave Meador, Long Boat Key, FL	Jeff Noel, Benton Charter Township, MI
Chris MacInnes, Thompsonville, MI	Phil Shaltz, Flint, MI
Fay Beydoun, Farmington Hills, MI	Awenate Cobbina, Detroit, MI
April Clobes, East Lansing, MI	Mike McLaughlan, Grosse Pointe, MI
Bobby Hopewell, Kalamazoo, MI	Scott Newman-Bale, Elk Rapids, MI
Kyle Caldwell, Cannon Township, MI	Ryan Waddington, Webster Township, MI
Krista Flynn, Ada, MI	Sheldon Neeley, Flint, MI

Members Absent:

Fritz Erickson	Bob McMahan
Bill Pink	

Staff Present:

Amiee Evans	Jill Trepkoski	Amanda Bright McClanahan
Steve Bakkal	Christin Armstrong	Linda Ascitutto
Lynne Feldpausch	Greg Bird	David Meninga
Josh Hundt	Brad Heffner	Courtney Overbey
Michele Wildman	Doug Kuiper	Kathy Achtenberg
Katie Smith		

I. Call to order

Mr. Cobbina called the meeting to order at 10:06 a.m. He requested that Ms. Armstrong provide any necessary communications. Ms. Armstrong noted that she would be distributing a revised agenda and a resolution for the appointment of a CEO. A roll call was performed to determine attendance and a quorum was declared present. The meeting was held virtually via Microsoft Teams due to the COVID-19 pandemic.

II. Public Comment

Mr. Cobbina invited any public comment, there was none.

III. Chairman's Report

- a. Mr. Cobbina asked if there were any questions, changes, or corrections regarding the March 16, 2021 minutes. There were none. *Lizabeth Ardisana moved to approve the minutes of the March 16, 2021 meeting and Dave Meador supported*

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the motion. A roll call vote was taken with 16 aye votes, 0 nay votes. The motion passed unanimously.

IV. Tribute for Mark A. Burton

Mr. Cobbina presented a tribute for Mr. Burton and his service to the Corporation throughout 2020 and his leadership through the COVID-9 pandemic and commitment to executing the core mission of the organization. *Ms. MacInnes moved to approve the tribute resolution for Mr. Mark A. Burton, and Mr. Newman-Bale supported the motion. A roll call vote was taken with 16 aye votes, and 0 nay votes. The Resolution was adopted.*

V. Appointment of the CEO

Mr. Cobbina provided a summary of the recruitment process to date and provided an introduction on the background of Quentin L. Messer, Jr. Mr. Jeff Noel provided comments on behalf of the Personnel & Compensation subcommittee. He noted that Mr. Messer reflect the quality and competencies of a candidate that the subcommittee was looking for. *Mr. Hopewell moved to approve the Resolution to appoint Quentin L. Messer, Jr as the Chief Executive Officer of the MEDC and Ms. Beydoun supported the motion. A roll call vote was taken with 16 aye votes and 0 nay votes. The Resolution was adopted.*

VI. Chief Operating Officer Report

Ms. Amanda Bright McClanahan provided an organizational update as well as progress that has been made on planning for the American Rescue Plan dollars. The Committee commented that they are looking forward to continued collaboration and advocacy on the development and implantation of these dollars. Several members noted that they were interested in coordination of efforts.

At 10:45 am Mr. Phil Shaltz exited the meeting.

At 11:05 am Mayor Neeley exited the meeting.

VII. Finance Subcommittee

Approval of the Revised Budget Timeline

Ms. Ardisana reported that the budget timeline needs to be revised in alignment with the state budget planning cycle. *Mr. Caldwell moved to approve the Resolution; Ms. MacInnes supported the motion. A roll call vote was taken with 14 aye votes and 0 nay votes.*

VIII. Audit Subcommittee

Ms. Krista Flynn provided an update on multiple different audit activities that have taken place within the organization. She updates on the fiscal year 2020 financial audits for both the MEDC and the MSF that each report was completed, published, and issued

with an unmodified opinion. Both audits had no findings related to internal control, compliance, or other matters. Additionally, she noted that the organization completed two performance audits, one on the Brownfield Redevelopment Financing Program which found that the program is effective with increasing the taxable value of eligible brownfield properties, that EGLE and MSF's efforts to administer the programs are effective, and the Office of the Auditor General provided one observation regarding statutory amendments that are needed to establish oversight responsibilities and enhance the usefulness of annual reporting. The second performance audit related to State of Michigan COVID-19 Expenditures is ongoing and to date the Office of the Auditor General has issued three reports from March to August 2020 and there have been no findings related to the MSF or MEDC COVID-19 programs. The MEDC and MSF will be subject to a single audit related to CARES Coronavirus Relief Fund Programs (as a Type A major program) due to the \$115 million in funding the MSF received in fiscal year 2020. Staff has had initial meetings with the Office of the Auditor General and has responded to limited questions to date. Finally, she reported that the State of Michigan fiscal year 2020 Internal Control Evaluation was completed through LEO's Office of Internal Control. They submitted a Biennial Report on Internal Controls to the Governor in April 2021 and MEDC and MSF did not have any control weaknesses or deficiencies.

IX. Personnel & Compensation Subcommittee

Mr. Noel reported in 2019 the Executive Committee adopted a modified annual leave structure for corporate employees that was consistent with like organizations with the goal of attracting and retaining employees as well as fiscal responsibility. This policy revised the leave schedule, based on tenure, and reduced the maximums for allowable rollover balances. These maximums were set to execute at the end of fiscal year 2021. He noted that with the onset of the global pandemic, MEDC employees were asked to quickly respond and execute on several COVID-19 recovery efforts, as well as the restrictions on travel. These factors left employees unable to utilize leave as expected.

Resolution to update the corporate leave policy

Mr. Noel recommended on behalf of the subcommittee that the Committee allow for a one-year postponement of the previously adopted provision through the end of fiscal year 2022 and move forward with initiating the approved maximums for departing and separating employees at the end of fiscal year 2021. *Ms. Ardisana moved to approve the resolution; Mr. McLauchlan supported the motion. A roll call vote was taken with 14 aye votes and 0 nay votes.*

Resolution on the biennial corporation compensation review

Mr. Noel recommended on behalf of the subcommittee that the Committee postpone the corporate compensation market assessment until the first quarter of fiscal year 2022 based on the unanticipated global pandemic. *Mr. Hopewell moved approve the*

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resolution; Mr. Newman-Bale supported the motion. A roll call vote was taken with 14 aye votes and 0 nay votes.

- X.** Mr. Cobbina asked if there was any additional discussion for the Executive Committee. Ms. MacInnes and Mr. Newman-Bale mentioned that talent shortages they have been facing due to the pandemic and the difficulty in managing their operations because of these challenges. Interim Director Corbin joined the meeting and provided additional background and information on what the Department of Labor and Economic Opportunity is doing to understand and address those challenges.

At 11:45 am, Jeff Noel exited the meeting.

At 11:49 am, April Clobes exited the meeting.

The meeting was adjourned at 11:54 a.m.