

GOVERNOR’S TALENT INVESTMENT BOARD BY-LAWS

Article I

Name

The name of this body shall be the Governor’s Talent Investment Board, hereinafter referred to as “GTIB” or the Board.

Article II

Purpose

Established per Executive Order 2011-13, the GTIB is created as an advisory body within the Michigan Strategic Fund and is charged with advising and assisting the Governor regarding compliance with the federal Workforce Investment Act and overall talent development. The GTIB shall be the state workforce investment board required for this state under Section 111 (29 USC 2821) of the federal Workforce Investment Act of 1998.

Article III

Organization

Membership

The GTIB shall consist forty-seven (47) members, including the following:

1. The Governor;
2. Two members of the Michigan House of Representatives, appointed by the Speaker of the Michigan House of Representatives. A member appointed under this subsection shall serve only while a member of the Michigan House of Representatives;
3. Two members of the Michigan Senate, appointed by the Majority Leader of the Michigan Senate. A member appointed under this subsection shall serve only while a member of the Michigan Senate;
4. Thirty-seven (37) members appointed and serving at the pleasure of the Governor, consisting of the following:
 - a. Twenty-seven (27) representatives of business in Michigan, who:
 - i. Are owners of businesses, chief executives or operating officers of businesses, and other business executives or employers with optimum policymaking or hiring authority;
 - ii. Represent businesses with employment opportunities that reflect the employment opportunities of the state;
 - iii. Are appointed from among individuals nominated by state

- business organizations and business trade associations;
 - b. One representative who is a chief elected executive officer of a city or a county;
 - c. Two representatives of labor organizations who have been nominated by state labor federations;
 - d. Two representatives of individuals and organizations that have experience with respect to youth activities;
 - e. Two representatives of individuals and organizations that have experience and expertise in the delivery of workforce investment activities, including chief executive officers of community colleges and community-based organizations within the state;
 - f. One representative in the state with expertise relating to Job Corps programs;
 - g. One representative in the state with expertise relating to Native American programs;
 - h. One representative in the state with expertise relating to migrant seasonal farm worker programs;
5. Five (5) members appointed by the Governor, including:
- a. The President of the Michigan Strategic Fund;
 - b. The Director of the Department of Licensing and Regulatory Affairs;
 - c. The Director of the Department of Community Health;
 - d. The Director of the Department of Human Services; and
 - e. The Superintendent of Public Instruction.

Officers

The Governor shall designate a Chair and Vice Chair for the GTIB from representatives of state business entities. The Chair shall convene and preside over all meetings of the GTIB. The Vice Chair, in the absence of the Chair, shall perform the duties of the Chair. If both the Chair and Vice Chair will be absent from the Board meeting, the President of the Michigan Strategic Fund will preside over the meeting.

Designees

The Governor and the persons listed above under Article III, 5. a. through e. may each send a designee to any meeting of the GTIB and that designee's attendance shall constitute attendance by the Governor or Board member for quorum purposes. A person attending a Board meeting as a designee is authorized to exercise the vote on behalf of the person that they are representing at a Board meeting.

Terms

The Governor, legislative representatives and department directors serve for their respective terms. All other Board members serve at the pleasure of the Governor. The Chair and Vice Chair serve in their positions at the pleasure of the Governor.

Executive Committee

The Executive Committee, at a minimum, shall be comprised of the GTIB Chair, GTIB Vice Chair, one youth activities representative, one labor organization representative, one community college representative, one workforce investment activities representative, and three business sector representatives.

The Executive Committee shall provide overall direction to GTIB activities and review regulatory items prior to bringing to the full Board for action.

The Executive Committee shall also take action on matters when time does not allow issues to be addressed at a regularly scheduled GTIB meeting. A majority vote of the Executive Committee is required for all such actions. All actions of the Executive Committee shall be reviewed by the full Board at the next regularly scheduled meeting.

Article IV Duties and Operations

The Governor's Talent Investment Board is an advisory body and is charged with advising and assisting the Governor regarding compliance with the federal Workforce Investment Act of 1998, 29 USC 2801 to 9201 ("Act"), and any regulations issued pursuant to the Act.

The Board shall review Michigan's State Plan for workforce investment, and other grants, plans, statistics, allocation formulas, and performance measures related to the workforce system; develop strategies for continuous improvement of the workforce investment system, including the role the GTIB will play in the ongoing process of continuous improvement; engage state and local leaders to drive workforce innovation; and review the state's Annual Report for the US Department of Labor (USDOL).

The Board may promulgate bylaws, not inconsistent with federal law, Michigan law, or Executive Order 2011-13, governing its organization, operation, and procedures.

The Board may, as appropriate, make inquiries, studies, investigations, hold hearings, and receive comments from the public.

Article V Meetings

Meeting Schedule

The Board shall meet at the call of the Chair and as provided in procedures adopted by the Board. Meetings of the Board shall be held within the state of Michigan, in locations which meet barrier-free specifications. Meetings shall be held quarterly, unless otherwise notified.

To assure full compliance with the sunshine requirements under Section 111(g) (29 USC 2821 (g)) of the federal Workforce Investment Act of 1998, meetings of the Board shall be held according to procedures established under Michigan's Open Meetings Act (1976 PA 267), being MCL 15.261 to 15.275. Public notice shall be given prior to each GTIB meeting.

Action Items

Agenda items warranting action (approval, support, comment, etc.) by the full Board shall be initially presented to the Executive Committee for review and feedback.

Quorum and Voting

A majority of the members of the Board constitutes a quorum for the transaction of business. The Board shall act by majority vote of serving members participating in a meeting. Each member of the GTIB shall have one vote. Only gubernatorial appointees and legislators are voting members of the full Board and Executive Committee. Designees are not permissible for the purposes of voting or participating in a meeting, with the exception of designees for members listed under Article III, 5. a. through e.

To the extent authorized by Michigan law, the Board may authorize members to participate in a Board meeting by the use of telephonic or video equipment. Members participating in a meeting via telephonic or video equipment shall be deemed present at the meeting. Voting shall be conducted in person or by use of telephonic or video equipment.

Attendance

The Chair of the GTIB may request the resignation of members who decline, without good cause, to attend at least three consecutive, regularly scheduled meetings of the Full Board, or five meetings in a 24-month period.

Members who are unable to continue serving on the Board should notify the Michigan Strategic Fund in writing.

Minutes

Minutes of all GTIB and Executive Committee meetings will be taken by Board staff and made available within 10 business days to GTIB members via electronic mail, regular mail or posting to the GTIB webpage. The minutes shall contain a summary of discussion and record all actions taken by GTIB and/or the Executive Committee.

Article VI Miscellaneous

Staffing

Michigan Strategic Fund personnel shall staff and assist the Board. The Michigan Economic Development Corporation (MEDC) may assist the Board in performing its functions if authorized under an agreement between the MEDC and the Michigan Strategic Fund.

Compensation

Members of the Board shall serve without compensation. Members of the Board may receive reimbursement for necessary travel and expenses according to relevant statutes and the rules and procedures of the Civil Service Commission and the Department of Technology, Management and Budget, subject to available appropriations.

Conflict of Interest

As required under Section 111(f) (29 USC 2821(f)) of the federal Workforce Investment Act of 1998, a member of the Board may not do any of the following:

1. Vote on a matter under consideration by the Board regarding the provision of services by the member or an entity the member represents.
2. Vote on a matter under consideration by the Board that would provide direct financial benefit to the member or the immediate family of the member. As used in this paragraph, "family" means that term as defined under Section 101(15) (29 USC 2801)(15)) of the federal Workforce Investment Act of 1998.
3. Engage in any other activity determined by the Governor to constitute a conflict of interest, as specified in the State plan. The State plan outlines a 5-year strategy for the Statewide Workforce Investment System, as required under Section 112 (29 USC 2822) of the federal Workforce Investment Act of 1998.

Media Inquiries

Members of the Board shall refer all legal, legislative, and media contacts to the Michigan Strategic Fund.

All correspondence for the Board may be addressed in the care of:

Talent Investment Board
Michigan Strategic Fund
Michigan Economic Development Corporation
300 North Washington Square
Lansing, Michigan 48913

To assure full compliance with the sunshine requirements under Section 111(g) (29 USC 2821 (g)) of the federal Workforce Investment Act of 1998, the Board is a public body under, and shall comply with, the Freedom of Information Act (1976 PA 442), being MCL 15.231 to 15.246.

Rules of Order

In order to ensure an effective, open, and respectful discussion during meetings, the following rules will be followed:

- In order to obtain the floor (i.e. the right to speak) a person must first be recognized by the Chair.
- All remarks must be directed to the Chair.
- Remarks must be courteous in language and deportment.
- A motion (seconded by another member) is what begins debate and action on pending board business.
- Debate cannot begin until the Chair has stated the motion or resolution and opens the floor for debate.
- Discussion should be limited to the immediate pending question/issue at hand.
- Members may suggest modification of the motion; the mover can modify as he/she pleases, or even withdraw the motion without consent of the seconder; if mover modifies, the seconder can withdraw the second.
- When debate is completed the Chair calls for a vote.
- After a decision has been made members should agree to disagree if necessary and come together as a unified body.
- Any situation not covered by these by-laws shall be governed by Robert's Rules of Order.

Amendment to By-Laws

Amendments to these by-laws may be adopted by majority vote of the Board.