

NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS

Monday, May 18, 2012

MEETING MINUTES

Roll Call – COG

Present: M. Crawford, Antrim County; D. Tanner, Benzie County; L. Atchison, Emmet County; L. Inman, G.T. County; D. Ritter, Kalkaska County (substituting for Stuart McKinnon); D. Marshall, Leelanau County; R. Schmidt, Manistee County; S. Rogers, Missaukee County;

Absent: C. Christensen, Charlevoix County; L. Housler, Wexford County

Guests: Chet Janik

Staff present: Elaine Wood, Denise Culman, Charlene Schlueter, Matt McCauley, Darla Rowland

Call to Order and introductions

Larry Inman, Chair, welcomed everyone. He also welcomed our guest, Chet Janik, the new Leelanau County Administrator, and asked for introductions around the room.

Approval of the Amended Agenda

Larry asked for approval of the agenda.

Motion by L. Atchison, supported by D. Marshall to approve the agenda as presented.

Motion passed unanimously.

Minutes of February 24, 2012

Larry asked for any changes to the minutes. Hearing none he asked for approval.

Motion by L. Atchison, supported by D. Tanner to approve the February 24, 2012 minutes as presented.

Abstained: D. Ritter, Kalkaska County, motion passed unanimously with one abstention.

Public Comment

No public comment.

Financial Report

Charlene Schlueter, CFO presented the Financial Report, Amended Budget and Actual Expenditures through March 2012 for FY 2012 (10/1/2011 – 9/30/2012). Charlene said there wasn't anything to report at this time. Questions were answered and Larry asked for a motion.

Motion by S. Rogers, supported by D. Marshall to accept the March financial report as presented. Motion passed unanimously.

Audit for year ending September 30, 2011

Charlene pointed out the schedule of findings and discussed our solution and response to each. Elaine pointed out the statement of activities showing that there is an overall administrative rate of only 5% for the total agency. Discussion ensued and questions were answered. Larry asked for a motion for the audit as presented; then he asked for a roll call vote.

Motion by D. Tanner, supported by M. Crawford to accept the Audit for year ending September 30, 2011.

Roll Call Vote – Yes: Dave Marshall, Leelanau County; Les Atchison, Emmet County; Donald Tanner, Benzie County; Susan Rogers, Missaukee County; Richard Schmidt, Manistee County; Mike Crawford,

Antrim County; Dave Ritter, Kalkaska County; Larry Inman, Grand Traverse County. Absent: Chris Christensen, Charlevoix County & Les Housler, Wexford County. Motion passed unanimously.

CEO's report

Elaine highlighted all the different things going on in the agency that don't make the agenda, but the Board should know about. Mary Rogers was hired for the SBTDC Director position. Mary has been working for two weeks and has been doing wonderful things already. There are several trainings in Workforce programs this spring/summer, all in immediate response to what the private sector is requesting. MPRI program is having some challenges, and Elaine is the chair of a committee trying to get the program moved from MDOC to the Workforce Development Agency. The Board will be updated with any changes. Elaine touched on other things going on with the agency. Questions were answered.

Workforce Development Board report

Elaine talked about a few projects that the Workforce Development Board is doing.

- a. Continuous improvement projects
This is on the State Dash Board for MI Works! Several are underway at this time. The change to a Demand Model has started, but it's hard to measure at this point. July 1st the MI Works! programs will be brought in house. With that move, the plan is to put about \$350,000 into direct program operations as opposed to subcontractor overhead. This will save the programs for next year. The WDB went paperless and the savings is about \$10,000 a year. The packet is posted on the Intranet. Several COG Board members expressed the desire to go paperless, and two members are already accessing their packets electronically. For next COG Board meeting there will be a link on the agency's intranet for those that wish to also go paperless.
- b. Return on Investment
Elaine said every year COG reports to the Board the statewide Return on Investment for the Workforce System in Michigan. She then went over the breakdown of the different programs and answered questions.
- c. Michigan & local performance
Elaine went over the Summary Performance report for Northwest Michigan Works! showing the comparison to Michigan's average. Michigan is top state in the Nation and NW MI Works! exceeded the state average on 14 of the 17 measures for Workforce Investment Act; 4 out of 4 measures for the Trade Act; 3 out of 4 measures for the JET program which is Welfare to Work. Questions were answered.

Community Development

- a. Comprehensive Economic Development Plan (CEDS)
Matt McCauley, Director of Regional Planning & Community Development, explained that NW MI Council of Governments and the ten county region served is considered an Economic District by the US Department of Congress and the Economic Development Administration. Part of the designation, on an annual basis, a Comprehensive Economic Development Strategy shall be created. It has four major components. This year the hope is to develop a CEDS "light" for each county...a quick reference for making economic decisions in the respective county. Questions were answered.

Motion by S. Rogers, supported by M. Crawford to approve the Comprehensive Strategy with the corrections discussed. Motion passed.

- b. MEDC updates
 1. Collaborative Development Councils
Matt said as part of the Governor Snyder Administration, one of the first state agencies that was focused on was the Michigan Economic Development Corporation. They recognized that a variety of entities across the entire state are involved in economic development. In the NW region there are four primary Economic Development Organizations: Northern Economic Alliance, Alliance for Economic Success,

Traverse Bay Economic Development Corporation, and NWMCOG. MEDC wants local/regional agencies to become more collaborative and inclusive in their efforts. The state was divided into 10 different regions so those involved in economic development could meet on a regular basis, and to start developing a regional Strategic Growth Plan as a way to best use the state dollars. NWMCOG was recognized as a convener for our ten counties and Matt McCauley is facilitating those meetings on a monthly basis. He also goes to Lansing for a round table discussion once a month, and then relays that information back to the economic agencies.

2. Regional Growth Plan

Matt is hopeful that the CEDS document will be able to be used for the Strategic Growth Plan, or a different version of it, in the NW region to assist the state, federal & local partners to avoid any duplication or confusion by having two documents because they really serve similar purposes.

Shared services

Larry said at the end of the board meetings have been round table discussions which have been very productive with a lot of good ideas. Shared services has been a topic discussed - how counties can reduce expenses on certain functions through service sharing. Larry turned the floor over to Don Tanner who gave an update on funding stream mechanisms for Mental Health Services and how they can be delivered more effectively. He then talked about a very productive meeting in Lansing with the Governor's office. Questions were answered.

Correspondence

Correspondence was included with the packet.

County round-table/Commissioner open discussion time

Various topics were discussed by commissioners relative to their counties, with sharing of ideas about how other counties handle various issues.

Adjourn

The meeting was adjourned by consensus at 12:00p.m.

Respectfully submitted,

Denise Culman

Denise Culman
Recording Secretary

Please
check off your name

Sign In Sheet

Council of Governments Board

- ☒ 1. Crawford, Mike..... Antrim County
- ☒ 2. Tanner, Donald..... Benzie County
- ☐ 3. Christensen, Chris Charlevoix County
- ☒ 4. Atchison, Les..... Emmet County
- ☒ 5. Inman, Larry..... Gr. Traverse County
- ☒ 6. Ritter, Dave..... Kalkaska County
- ☒ 7. Marshall, David Leelanau County
- ☒ 8. Schmidt, Richard Manistee County
- ☒ 9. Rogers, Susan..... Missaukee County
- ☐ 10. Housler, Les..... Wexford County



Others - Sign In Here

#	Name	Organization
1	Matt McCauley	NWMCOG
2	Darla Rowland	NWMCOG
3	Charlene Schlueter	NWMCOG
4	Elaine Wood	NWMCOG
5	Denise Culman	NWMCOG
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