
NORTHWEST MICHIGAN WORKFORCE DEVELOPMENT BOARD

Monday, June 13, 2011

MEETING MINUTES

Roll Call - WDB

Present: D. Adams, E. Bachman, K. Bollman, T. Breithaupt, C. Dillon, D. Eichberger, G. Fedus, A. Jeannot G. Kaminski, J. Korthase, D. McLaughlin, S. Perdue, S. Peters, C. Pettibone, J. Rives, J. Smith, P. Ward

Absent: J. Barnard, L. Buning, C. Case, G. Crum, J. Dunbar, N. Kalchik, K. Osborne, D. Parkes, D. Pratt, M. Ryan, J. Toth, R. Vanderwal

Guests present: Yves Hamel, MEDC Veteran's Director; Pam Cuthbert, Goodwill Industries; Phil Potvin, State Representative, District 102

Staff present: Elaine Wood, Matt, McCauley, Charlene Schlueter, Janie McNabb, Jan Warren, Denise Culman, Jim Sterk

Call to Order

Dave Adams, Chairman, called the meeting to order at 6:00 p.m. on Monday, June 13, 2011 at the Traverse City Michigan Works! Center. Dave welcomed everyone, and Elaine Wood - CEO, introduced Phil Potvin, State Representative District 102, and thanked him for attending the meeting. Phil said he was glad to attend and to be able to get a broader picture of what the Workforce Development Board does. He said the long-term success of the NW MI Council of Governments is well known in Lansing. He thanked the Board for working so well together. Introductions were made around the room.

Approval of Agenda

Dave asked if there needed to be any changes to the agenda; hearing none, he asked for a motion to approve the agenda.

Motion by C. Dillon, supported by S. Peters to approve the agenda as presented.
Motion passed unanimously.

Minutes of April, 2011

Dave asked if there were any changes needed to April 11, 2011 minutes, which were mailed earlier for review. There being none, he asked for a motion to approve the minutes.

Motion by S. Peters, supported by K. Bollman, to approve the minutes from April 11, 2011 as presented.
Motion passed unanimously.

Public Comment

No public comment.

Financial Report

Charlene Schlueter, CFO, said this is the first report to see the initial numbers for WIA program year '11, which starts on July 1, 2011. The funding for the entire year is still up in the air. Charlene answered questions on the Amended Budget & Actual Expenditures through April 2011 for FY2011 (10/1/2010 – 9/30/2011) then Dave asked for a motion.

Motion by S. Peters, supported by G. Fedus to approve the financial report as presented.
Motion passed unanimously.

CEO's Report

Elaine highlighted several of the things going on in the different departments at the agency. Among other items, Elaine said she attended the Innovators Group that was invigorating and generated some new ideas. The Michigan Economic Development Corporation is holding Talent Summits around the state and NWMCOG is hosting the one on August 12th in Traverse City. Elaine attended the Beaver Island School graduation and said how moving it was; she encouraged board members to attend if they could to see how proud the students are of their accomplishments. Questions were answered.

Northwest Michigan Works! Membership card report

Jan Warren, MI Works! Program Director, gave an update on the latest statistics on the membership system that was implemented last fall to track the number of customers, and the services customers are using at the Michigan Works! centers.

New leadership & direction through MEDC

Elaine gave an update to the white papers that the MI Works! Directors submitted to the then Governor-elect Snyder with recommended changes to the Workforce Administration in the state. As a result of those recommendations, some really wonderful things have been taking place. Most of the big recommendations have already been implemented or are in the process of being implemented. Questions answered questions.

Cessation of No Worker Left Behind

Janie McNabb, Director of Community Relations & Program Development, said that the program started in 2007 under the previous Governor and the goal was to, in three years, move 100,000 people to post-secondary training programs funded by the regular existing funding sources. State legislation did allocate some additional funding to this program and some recovery act funds were also used. At last count there were 130,000 people in this program statewide, so all in all, the program was considered a success. However, NWMCOG is at a point where some changes need to be made to the policies. Because of funding levels, the guidelines to determine who is eligible need to be changed back to be in line with the guidelines before No Worker Left Behind, and that the program name should no longer be used. The Michigan Works Directors have requested that the state cease their marketing of No Worker Left Behind because there is no longer any funding for it, and it is not a program of the current administration. Questions were answered.

Motion by C. Dillon, supported by K. Bollman, to discontinue using the name No Worker Left Behind and return to normal Workforce Investment Act eligibility criteria. Motion passed unanimously.

Michigan Works! Budget Cuts

Elaine did an update on the budget situation saying it's not very promising because the Federal Budget is very uncertain right now. A continuing resolution was finally passed for the fiscal year that ends September 30, 2011. The agency took an additional cut for the current fiscal year, and because it's happening all at the end of the year the impact is greater than it could have been if it was spread out over a 12 month period. In addition, there is a lot of unknown for the Workforce Investment Act for the new program year, which starts July 1. It's still uncertain what the funding levels will be for the new year that starts in the next two weeks. Because there are still so many unknowns, NWMCOG is estimating a loss of revenue of between \$185,000 and \$435,000 and have made plans to cut the budget by \$400,000. At this time there will be no new layoffs and the three positions that are vacant will not be filled. There will be no new WIA-funded students enrolled this fall, but the current students will be continued to finish their schooling.

Comprehensive Economic Development Strategy

Matt McCauley, Director of Regional Planning & Community Development, explained the Comprehensive Economic Development Strategy (CEDS) document, which is brought before the two governing boards every year for their consideration. NWMCOG is one of 14 Economic Development Districts in the State of Michigan, and it is

required by the US Department of Commerce Economic Development Administration to develop the CEDS document annually. The document is intended to serve several purposes: to provide an understanding of the economy of the NW lower Michigan; to provide a basic framework for strategic development around the economy in NW lower Michigan; to serve as a resource for the communities when writing grants; and to outline the various infrastructure/economic development projects that might require federal funding. Because it's getting so large, there will be a one-page "snapshot" of each county to use when trying to secure resources. It will be brought before the NW MI Council of Governments board at the end of the week for their approval. Questions were answered.

Motion by A. Jeannot, supported by T. Breithaupt to approve the Comprehensive Economic Development document. Motion passed unanimously.

Career Skills & Spotlight series

Janie gave an update on the progress of the program. The focus for the next 6 – 12 months will be Healthcare, Information Technology, Retail, Office & Clerical.

Beaver Island board retreat

Dave explained how important the retreat is to be able to give strategic guidance to the staff. Because of the tight budget and having to lay people off, it was decided not to have the retreat this year. It will be put on the agenda for next year and hope that things will turn around by then.

New Endeavors Committee

Elaine said because most grants require a match, she would like to pursue other ways to acquire funds for this purpose. The agency would need about \$200,000 a year to match other grants. Dave agreed to a small committee of WDB members -for about 3 meetings- to help staff generate, analyze, then narrow down a couple of ideas to help raise additional revenue. Dave said anyone that hasn't received a call from him, and would like to be on this committee, to please contact him. He then asked for a motion to approve the committee.

Motion by D. Eichberger, supported by J. Rives to approve the New Endeavors Committee.
Motion passed unanimously.

Correspondence

Dave pointed out the correspondence that was included in the packet and encouraged board members to look it over.

Other

Staff was recognized for the wonderful job being done under tight conditions. Next board meeting will be the second Monday in August.

Adjourn

The meeting was adjourned by consensus at 7:15 p.m.

Respectfully submitted,

Denise Culman

Denise Culman
Recording Secretary

Please check off your name, Sign In Sheet

Workforce Development Board

Roll Call Vote	Please Check	Name	Outside Affiliation	WDB Representation
	<input checked="" type="checkbox"/>	1. Adams, David	Owner/Operator, Bear Lake Hardware	Business/Manistee
	<input checked="" type="checkbox"/>	2. Bachmann, Eric	Supervisor, MI Rehab. Services	Rehabilitation
	<input type="checkbox"/>	3. Barnard, Jim	Owner, Barnard Engineering	Business/Antrim
	<input checked="" type="checkbox"/>	4. Bollman, Ken	President, Saber Tool Company	Business/Wexford
	<input checked="" type="checkbox"/>	5. Breithaupt, Tino	VP, Traverse City Chamber of Commerce	Economic Development
	<input type="checkbox"/>	6. Buning, Larry	Owner, Buning Farms	Business/Missaukee
	<input type="checkbox"/>	7. Case, Corey	Business Representative, United Asso. Plumbers & Steamfitters Local 85	Labor
	<input type="checkbox"/>	8. Crum, Gretchen	Personnel Director, Boyne USA	Business/Charlevoix
	<input checked="" type="checkbox"/>	9. Dillon, Charles	President, West Shore Community College	Post Secondary Ed
	<input type="checkbox"/>	10. Dunbar, Joanne	Employee Relations Manager, Martin Marietta	Business/Manistee
	<input checked="" type="checkbox"/>	11. Eichberger, Don	Manager, H.W. Jencks Inc.	Business/Benzie
	<input checked="" type="checkbox"/>	12. Fedus, Gary	President, Mitchell Graphics	Business/Emmet
	<input checked="" type="checkbox"/>	13. Jeannot, Art	Owner, jdc Jeannot Development Company	Business/Benzie
	<input type="checkbox"/>	14. Kalchik, Nathan	Project Manager, Kal Excavating Co	Business/Leelanau
	<input checked="" type="checkbox"/>	15. Kaminski, Gene	H.R. & V. P., Northern Michigan Hospital	Business/Emmet
	<input checked="" type="checkbox"/>	16. Korthase, Jane	Human Resource Dir. Grandvue Medical Care Facility	Business/Charlevoix
	<input checked="" type="checkbox"/>	17. McLaughlin, Dawn	Director, Grand Traverse, Leelanau, Kalkaska	DHS
	<input type="checkbox"/>	18. Osborne, Ken	VP Manufacturing, Boride Engineered Abrasives	Business/Grand Traverse
	<input type="checkbox"/>	19. Parkes, Doug	Manistee County School Board	K12 Education
	<input checked="" type="checkbox"/>	20. Perdue, Steve	Exec. Director GTP Industries Inc.	Community Based Org.
	<input checked="" type="checkbox"/>	21. Peters, Sue	VP/Human Resources Munson	Business/Grand Traverse
	<input checked="" type="checkbox"/>	22. Pettibone, Christine	Kalkaska Screw Products	Business/Kalkaska
	<input type="checkbox"/>	23. Pratt, David	Deputy Warden, Pugsley Correctional Facility	Community Corrections
	<input checked="" type="checkbox"/>	24. Rives, Jerald	President, Elk Lake Tool Co.	Business/Antrim
	<input type="checkbox"/>	25. Ryan, Martha	Owner, Martha's Leelanau Table	Business/Leelanau
	<input checked="" type="checkbox"/>	26. Smith, Jim	NMC/ Tool North, Inc.	Students
	<input type="checkbox"/>	27. Toth, John	President, Central Labor Council	Labor
	<input type="checkbox"/>	28. Vanderwal, Ryan	President, Star City IBA, Inc & Premium Farm Solutions	Business/Missaukee
	<input checked="" type="checkbox"/>	29. Ward, Pam	Director, Child Care Connections	Community Based Org.

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Others
Please Print **Legibly**

	Name	Organization
1.	Yves Hamel	MEDC Veteran's Director
2.	Pam Cuthbert	Goodwill Industries
3.	Phil Potvin	State Representative - 102
4.	Janie McNabb	NWMCOG
5.	Matt McCauley	NWMCOG
6.	Jan Warren	MI Works!/TBAISD
7.	Elaine Wood	NWMCOG
8.	Charlene Schlueter	NWMCOG
9.	Denise Culman	NWMCOG
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