
**NORTHWEST MICHIGAN
WORKFORCE DEVELOPMENT BOARD**

Monday, August 9, 2010

MEETING MINUTES

Call to Order

Dave Adams, Chairman, called the meeting to order at 6:00 p.m. on Monday, August 9, 2010 at the Traverse City *Michigan Works!* Center. He welcomed everyone and 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 J. Barnard, supported by S. Peters to approve the agenda as presented. Motion carried.

Recognitions: Dave Adams, Michigan Works! Association Challenge of Excellence Awards – Volunteer of the Year Award

Elaine Wood, CEO, reported that Dave Adams was selected as the Volunteer of the Year by the statewide Michigan Works! Association. This is a high honor and a well-deserved recognition. The award will be presented at the Association's annual conference in September at the Grand Traverse Resort.

Minutes of June 14, 2010

Dave asked if there were any changes needed to June 14, 2010 minutes, which were mailed earlier for review. There being none, he asked for a motion to approve the minutes.

Motion by D. Parkes, supported by J. Bernard, to approve the minutes from June 14, 2010 meeting. Motion carried.

Public Comment

No public comment.

Financial Report

Charlene Schlueter, Chief Financial Officer, went over a few of the items of the Amended Budget for FY10 and Expenditures through June 30, 2010. Questions were answered.

Motion by J. Barnard, supported by S. Peters, to approve the Amended Budget for FY 10 and Expenditures through June 30, 2010 as presented. Motion carried.

NWMCFOG office move - update

Elaine reported that the COG office has completed its move to 600 E. Front St. and everything is going well. There will be an Open House in late October.

Incumbent Worker Plan

Janie McNabb, Director of Program Development, presented the Incumbent Worker Plan. She discussed the current issues and difficulties resulting from the USDOL's new restrictions on use of Incumbent Worker funds, and asked for board input and ideas. Discussion ensued, and a decision was reached to submit the plan as in previous years to give staff more time to research possible alternative program approaches.

Motion G. Fedus, supported by D. Eichberger, to approve the Incumbent Worker Plan. Motion carried.

Employment Services Plan

Janie presented the Employment Services Plan. With the exception of a funding reduction, the plan remains the same as in previous years.

Motion by D. Pratt, supported by D. Parkes, to approve the Employment Services Plan. Motion carried

Workforce Investment Act 5-Year Plan

Janie presented the WIA 5-Year Plan and answered questions.

Motion by D. Pratt, supported by G. Kaminski, to approve the Workforce Investment Act 5-Year Plan.
Motion carried.

Appointment of EAG Chairperson – Dr. Jason Jeffrey, TBAISD

Elaine reported that at the last meeting, the board appointed the new membership of its Education Advisory Group (EAG), which also serves as the region's Youth Council and Adult Learning Partnership Board. However, we forgot to appoint the Chairperson of the EAG. Staff recommended Dr. Jason Jeffrey of TBAISD, who has taken an active role in leading the EAG for several years.

Motion by C. Dillon, supported by D. Parkes, to approve the Appointment of EAG Chairperson – Dr. Jason Jeffrey, TBAISD. Motion carried

UpSkills Program

Jan Warren, Michigan Works! Program Director, gave a report on the UpSkills Program that was conducted for the past year under Recovery Act funds. The program was very successful and portions of it will be incorporated into regular adult education programming. Discussion ensued and questions were answered.

Adult Learning Partnership

Elaine and Christy Nelson, Adult Education Coordinator, gave a report on the Adult Learning Partnership's activities over the past year and plans for the coming year. The Adult Ed Program was recently awarded a second grant from the Department of Labor & Economic Growth to scale up its efforts to transition adult ed students into post-secondary training.

Michigan Green Jobs Report: A Regional Analysis

Elaine pointed out the report that was included in the board packet and encouraged board members to read it, as it provides a good description of "green" jobs and how our region fares in this area.

YouthBuild & SBTDC partnership

Janie made a presentation on how two programs of NWMCOG – YouthBuild and the SBTDC – have teamed up to offer entrepreneurial training to young adults. Videos and more information are available on the web site at nwm.org.

Correspondence

Correspondence was included with the packet.

Adjourn

The meeting was adjourned by consensus at 7:30 p.m.

Respectfully submitted,

Denise Culman
Recording Secretary

Please check off your name, Sign In Sheet

Workforce Development Board

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 checked="" type="checkbox"/>	3. Barnard, Jim	Owner, Barnard Engineering	Business/Antrim
<input 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. Case, Corey	Business Representative, United Asso. Plumbers & Steamfitters Local 85	Labor
<input type="checkbox"/>	7. Crum, Gretchen	Personnel Director, Boyne USA	Business/Emmet
<input checked="" type="checkbox"/>	8. Dillon, Charles	President, West Shore Community College	Post Secondary Ed
<input checked="" type="checkbox"/>	9. Dunbar, Joanne	Employee Relations Manager, Martin Marietta	Business/Manistee
<input checked="" type="checkbox"/>	10. Eichberger, Don	Manager, H.W. Jencks Inc.	Business/Benzie
<input checked="" type="checkbox"/>	11. Fedus, Gary	President, H.W. Jencks Inc.	Business/Benzie
<input type="checkbox"/>	12. Jeannot, Art	President, Honor State Bank	Business/Benzie
<input checked="" type="checkbox"/>	13. Kalchik, Nathan	Project Manager, Kal Excavating Co	Business/Leelanau
<input checked="" type="checkbox"/>	14. Kaminski, Gene	H.R. & V. P., Northern Michigan Hospital	Business/Emmet
<input checked="" type="checkbox"/>	15. Korthase, Jane	Human Resource Dir. Grandvue Medical Care Facility	Business/Charlevoix
<input type="checkbox"/>	16. Mitchell, Laura	Human Resource Manager, Wayne Wire Cloth Products	Business/Kalkaska
<input type="checkbox"/>	17. Osborne, Ken	VP Manufacturing, Boride Engineered Abrasives	Business/Gr.Traverse
<input checked="" type="checkbox"/>	18. Parkes, Doug	Manistee County School Board	K12 Education
<input type="checkbox"/>	19. Perdue, Steve	Exec. Director GTP Industries Inc.	Community Based Org.
<input checked="" type="checkbox"/>	20. Peters, Sue	VP/Human Resources Munson	Business/Grand Traverse
<input checked="" type="checkbox"/>	21. Pettibone, Christine	Kalkaska Screw Products	Business/Kalkaska
<input checked="" type="checkbox"/>	22. Pratt, David	Deputy Warden, Pugsley Correctional Facility	Community Corrections
<input checked="" type="checkbox"/>	23. Rives, Jerald	President, Elk Lake Tool Co.	Business/Antrim
<input type="checkbox"/>	24. Ryan, Martha	Owner, Martha's Leelanau Table	Business/Leelanau
<input checked="" type="checkbox"/>	25. Smith, Jim	NMC/ Tool North, Inc.	Students
<input type="checkbox"/>	26. Toth, John	President, Central Labor Council	Labor
<input checked="" type="checkbox"/>	27. Van Houten, Dave	Director, Wexford/Missaukee	DHS
<input checked="" type="checkbox"/>	28. Ward, Pam	Director, Child Care Connections	Business/Gr.Traverse

August 9, 2010

Others

Please Print Legibly

Name

Organization

1. Charlene Schlueter

NWMCOG

2. Jan Warren

NW MI Works!

3. Jane Sage

NW MI Works!

4. Steve Shugart

NWMCOG

5. Janie McNabb

NWMCOG

6. Darla Rowland

NWMCOG

7. Kathy Taylor

NW MI Works!

8. Elaine Wood

NWMCOG

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