

# NETWORKS NORTHWEST BOARD

## MEETING MINUTES

Monday, August 10, 2015

### Roll Call

**Present:** Jamie Al-Shamma; Eric Bachmann; Jan Bassett; Coury Carland; Chris Christensen; Alan Cooper; Gary Fedus; Deborah Fellows; Amanda Hawthorn; Andy Hayes; Mike Hill; Beth Holmes-Bozung; Jeff Jennette; Gene Kaminski; Bill Kennis; Jane Korthase; Doug Luciani; Tim Nelson; Doug Parkes; Sue Peters; Susan Rogers; Bob Scheele; Richard Schmidt; Pat Simmons; Jim Smith; John Stephenson; Nicole Sulak; Tom Vine; Ty Wessell; Betty Workman.

### **Absent:**

Mike Ascione; Jim Barnard; Kevin Benson; Ken Bollman; Michael Cain; Michael Crawford; Les Housler; Paul Hresko; Art Jeannot; Tom Johnson; Douglas Mansfield; Christine Maxbauer; Stuart McKinnon; Josh Mills; Joe Moch; Leslie Nowlin; Ken Osborne; ;Tracy Peal; Steve Perdue; Mike Powers; Steve Rawlings; Marsha Smith; Clint Steele; James Tamlyn; Bill Tencza; Chris Warren; Joe Williams.

**Staff present:** Elaine Wood; Matt McCauley; Janie McNabb; Scott Gest; Darla Rowland; Denise Culman; Lisa Schut; Jessica Willis.

**Guests present:** Tom Slater; Ingemar Johansson, Chip Johnston, Don Tanner.

### Call to Order and introductions

Gary Fedus, Board Chair, called the meeting to order at 5:35 p.m. and welcomed everyone to the meeting.

### Public Comment

None.

### Minutes of June 8, 2015

G. Fedus asked if there were any other additions or corrections to the Networks Northwest minutes of June 8, 2015. Hearing none, he asked for approval.

Motion by D. Parkes, supported by S. Peters, to approve the Networks Northwest minutes for June 8, 2015 as presented. Motion passed unanimously.

### Consent Agenda

- a. CEO report
- b. Director of Strategic initiatives report
- c. Finance Committee draft minutes of 6/8/15
- d. Prosperity Index Committee draft minutes of 6/8/15
- e. Executive Committee draft minutes of 7/13/15
- f. Quality Assurance Committee draft minutes of 7/13/15

There were no comments or questions relative to the items on the consent agenda, nor any requests to remove any item from the consent agenda.

Motion by A. Cooper, supported by T. Nelson, to accept the consent agenda. Motion passed unanimously.

### Item(s) pulled from the Consent Agenda

None.

**Appointment of corrections representative**

E. Wood reviewed the information relative to the Corrections position on the Workforce Development Board (and therefore also on the combined Networks Northwest Board), and the reason for needing to appoint a new member at this time.

Motion by R. Schmidt, supported by S. Rogers, to appoint Charles Welch, Parole Supervisor, as the corrections representative on the Workforce Development Board, for a term expiring 12/31/16. Motion passed unanimously.

**Finance & Audit Committee report & recommendations****a. Networks Northwest budget report ending 6/30/15**

S. Rogers, who chaired the Finance Committee meeting in the absence of S. Perdue, presented the monthly budget/expenditure report for the period ending 6/30/15 and answered questions.

Motion by S. Rogers, supported by R. Schmidt, to accept the Networks Northwest budget report ending 6/30/15, as recommended by the Finance Committee. Motion passed unanimously.

**b. NW MI Works!, Inc. budget report ending 6/30/15**

S. Rogers presented the Northwest Michigan Works!, Inc. budget /expenditure report for the period ending 6/30/15 and answered questions.

Motion by S. Rogers, supported by T. Vine, to accept the Northwest Michigan Works! Inc. budget report ending 6/30/15, as recommended by the Finance Committee. Motion passed unanimously.

**c. Networks Northwest Initial Budget for FY16**

S. Rogers gave a thorough presentation on the initial, overall FY16 budget, including the full budget by fund, the full budget by line item, and the accompanying departmental budgets. She answered questions. E. Wood said this is the second year the annual budget has been presented in this format and asked board members if it was clear and sufficient information, and board members agreed that it was.

Motion by S. Rogers, supported by A. Cooper, to adopt the Networks Northwest Initial Budget for FY16, as recommended by the Finance Committee. Motion passed unanimously.

**Executive Committee report & recommendations**

S. Peters, Committee Chair, gave a report on the topics that had been reviewed and discussed by the committee, which were: an update on the staff's plans to operate the Beaver Island Lighthouse School under WIOA; the TeamWork NorthWest job retention initiative which is on the current meeting agenda; and the Northern MI Health Coalition which is also on the current meeting agenda.

**a. MDOT required motion**

S. Peters presented the background information relative to MDOT's request for a board motion.

Motion by S. Peters, supported by B. Holmes-Bozung, to pass the motion with the recommended language, as follows: "The Networks Northwest Board, in its regular meeting on August 10, 2015, hereby affirms its partnership with MDOT for delivery of various services in the region, and hereby affirms that, in accordance with its board-adopted policy, its Chief Elected Official (\$25,000 and over) or its Chief Executive Officer (under \$25,000) are authorized as the organizational signatories for all

contractual matters, including but not limited to project authorizations, contracts, subcontracts master agreements or other contractual agreements.” Motion passed unanimously.

### **Quality Assurance Committee report & recommendations**

**a. Michigan Works dashboard, 7/1/14 – 5/31/15**

Committee Chair, Gene Kaminski presented the most recent Michigan Works Dashboard. Questions were answered.

Motion by G. Kaminski, supported by M. Powers, to accept the Michigan Works Dashboard report for the period ending 5/31/15. Motion passed unanimously.

**b. Monitoring reports**

G. Kaminski presented the external and internal monitoring reports and answered questions.

Motion by G. Kaminski, supported by S. Rogers, to accept the monitoring reports. Motion passed unanimously.

**c. WIA & WIOA performance measures**

G. Kaminski presented the final report of our performance measures under WIA for the year ending June 30, 2014, and said that we met or exceeded all 17 performance measures. Additionally, he presented the performance report for the period 7/1/14 – 3/31/15. He also briefly discussed the sheet that compares the WIA performance measures to the new WIOA performance measures, which the committee had discussed.

Motion by G. Kaminski, supported by S. Peters, to accept the WIA Performance Reports. Motion passed unanimously.

### **Talent system report – TeamWork Northwest**

J. McNabb made a presentation on the service called TeamWork NorthWest, which is an Employer Resource Network (ERN) that the staff had previously delivered for two years at Crystal Mountain Resort to improve job retention. While the program was very successful, it was discontinued due to lack of funding. Now the program has been reestablished at Boyne Highlands as this service is of importance in today’s labor market conditions in which employers are having difficulty finding enough people and need to focus on retaining those they have. She explained that our goal this time is to develop a sustainable business plan for the program so it can be expanded to other companies throughout the region. The business plan will include financial contributions from the companies that participate. Further discussion took place.

### **Strategic Topic: Community Health Innovation Region**

M. McCauley and I. Johanssen gave a comprehensive presentation about the Northern Michigan Health Coalition (NMHC) and the pilot project that has been operating in the Benzie-Manistee County area to develop an integrated, transparent system of healthcare access and services among the public and private sector partners. It includes primary care, dental care, mental health, substance abuse treatment, public health, social services and others. This is viewed as a model by the state. Networks Northwest has been asked by the NMHC, and has agreed, to provide “backbone” administrative and coordination support. The NMHC is currently operating on a small grant from Blue Cross; however, it is likely the state will be issuing some funds for such initiatives as part of its Community Health Innovation Region (CHIR) program. Networks Northwest and NMHC staff have been working to broaden the collaborative effort throughout the ten counties.

Staff asked board members, who were seated by sub-region, to brainstorm about the potential partners who should be contacted to become involved in this initiative. Following that, Chip Johnston, Director of Centra Wellness, and Don Tanner, board member of Centra Wellness and former Benzie County Commissioner who has been very involved in the Benzie-Manistee pilot, both provided comments about the benefits they have seen from this initiative, in terms of increased access, more streamlined customer service, and financial efficiencies. Further discussion took place.

#### **Board member comments; staff notices & announcements**

There were no announcements.

#### **Correspondence**

Correspondence was included with the packet. Chair G. Fedus encouraged all board members to read the correspondence as it contains useful information about the agency's activities.

#### **Adjourn**

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

Respectfully submitted,

*Denise Culman*

Denise Culman  
Recording Secretary

Date: August 10, 2015

Check In Sheet

✓	#	First Name	Last Name	Title
✓	1	Jamie	Al-Shamma	Executive Vice President, Bay Construction
	2	Mike	Ascione	CEO, American Waste
✓	3	Eric	Bachmann	Regional Manager, MI Rehabilitation Services
	4	Jim	Barnard	Owner, Barnard Engineering
✓	5	Jan	Bassett	Director, DDA - Elk Rapids
	6	Kevin	Benson -excused	Workforce Development Agency
	7	Kenneth	Bollman -excused	President, Saber Tool Company
	8	Michael	Cain -excused	Manager, City of Boyne City
✓	9	Coury	Carland	County Commissioner, Benzie
✓	10	Chris	Christensen	County Commissioner, Charlevoix
✓	11	Alan	Cooper	Manager, Wexford County Road Commission
	12	Michael	Crawford	County Commissioner, Antrim
✓	13	Gary	Fedus	President, Mitchell Graphics
✓	14	Deb	Fellows	President & Editor in Chief, My North Media
✓	15	Amanda	Haworth	HR Director, Boyne Resorts
✓	16	Andy	Hayes	President, Northern Lakes Economic Alliance
✓	17	Mike	Hill	Superintendent, TBA ISD
✓	18	Beth	Holmes-Bozung	Co-Owner, SafetyNet Inc
	19	Leslie	Housler	County Commissioner, Wexford
	20	Paul	Hresko -excused	HR Manager, Armor Express
	21	Art	Jeannot - excused	Owner, jdc Jeannot Development Company
✓	22	Jeff	Jennette	Superintendent, Wexford-Missaukee & Manistee ISD
	23	Tom	Johnson	Partner, Landmark Development
✓	24	Gene	Kaminski	HR Director, McLaren Northern Michigan
✓	25	Bill	Kennis	Executive Director, Benzie Transportation Authority
✓	26	Jane	Korthase	Human Resources Director, Grandvue Medical Care Facility
✓	27	Doug	Luciani	President, TC Area Chamber; Northern MI Chamber Alliance
	28	Douglas	Mansfield	President, MI Township Association
	29	Christine	Maxbauer	County Commissioner, Traverse City
	30	Stuart	McKinnon	County Commissioner, Kalkaska
	31	Josh	Mills- excused	Manager, City of Frankfort
	32	Joe	Moch - excused	CEO, ACAT Global
✓	33	Tim	Nelson	President, NMC
	34	Leslie	Nowlin	HR System Administrator, Rec Boat Holdings LLC
	35	Ken	Osborne - excused	Vice President of Manufacturing, Boride Engineered Abrasive
✓	36	Douglas	Parkes	Co-Owner, Kellie's Hallmark Shop
	37	Tracey	Peal	Vice President, Hague Equipment company of MI Inc
	38	Steve	Perdue - excused	President & CEO, Grand Traverse Industries -GTI
✓	39	Sue	Peters	Vice President-Human Resources, Munson Medical Center
✓	40	Mike	Powers	Energy Solutions Consultant, Keene Technical Solutions
	41	Steve	Rawlings - excused	Regional Manger, DTE
✓	42	Susan	Rogers	County Commissioner, Missaukee
✓	43	Bob	Scheele	Vice President, Central Labor Council

✓	44	Richard	Schmidt	County Commissioner, Manistee
✓	45	Patricia	Simmons	DHS Director, DHS - Emmet, Charlevoix & Antrim Counties
✓	46	Jim	Smith	Controls Designer, Tool North Inc
	47	Marsha	Smith - excused	Executive Director, Rotary Charities & NorthSky Non-Profit Network
	48	Clint	Steele - excused	Pipefitter, UAW Local 85
✓	49	John	Stephenson	Executive Director, NW MI Community Action Agency
✓	50	Nicole	Sulak	CPA, Plante Moran
	51	James	Tamlyn	County Commissioner, Emmet
	52	Bill	Tencza - excused	President, Cadillac Chamber; Northern MI Chamber Alliance
✓	53	Tom	Vine	Plant Manager, Viking Energy
	54	Chris	Warren- excused	General Manager, Midwest Broadcasting Company
✓	55	Ty	Wessell	County Commissioner, Leelanau
	56	Joe	Williams	Owner/President, Williams Pumping Service
✓	57	Betty	Workman	Owner, Vacation Trailer Park & Sales Inc

**Others and Staff**

✓	#	First Name	Last Name	Title
	1	Ingemar	Johansson	Director, NMHC
	2	Don	Tanner	Manistee/Benzie CMH
	3	Chip	Johnston	Manistee/Benzie CMH
	4	Elaine	Wood	Networks Northwest
	5	Janie	McNabb	Networks Northwest/ Northwest Michigan Works
	6	Scott	Gest	Networks Northwest
	7	Matt	McCauley	Networks Northwest
	8	Darla	Rowland	Networks Northwest
	9	Denise	Culman	Networks Northwest
	10	Lisa	Schut	Networks Northwest
	11	Jessica	Willis	Networks Northwest
	12	Tom	Slater	videographer
	13			
	14			
	15			