

NETWORKS NORTHWEST BOARD

MEETING MINUTES

Monday, December 14, 2015

Roll Call

Present: Jan Bassett; Michael Cain; Coury Carland; Chris Christensen; Alan Cooper; Michael Crawford; Gary Fedus; Andy Hayes; Beth Holmes-Bozung; Art Jeannot; Tom Johnson; Gene Kaminski; Bill Kennis; Doug Luciani; Douglas Mansfield; Christine Maxbauer; Josh Mills; Joe Moch; Ken Osborne; Tracy Peal; Steve Perdue; Sue Peters; Bob Scheele; Richard Schmidt; Pat Simmons; Marsha Smith; Clint Steele; John Stephenson; Nicole Sulak; James Tamlyn; Tom Vine; Chuck Welch; Ty Wessell; Betty Workman.

Absent:

Jamie Al-Shamma; Mike Ascione; Eric Bachmann; Jim Barnard; Ken Bollman; Deborah Fellows; Amanda Hawthorn; Mike Hill; Les Housler; Paul Hresko; Jeff Jennette; Jane Korthase; Stuart McKinnon; Tim Nelson; Leslie Nowlin; Doug Parkes; Mike Powers; Susan Rogers; Jim Smith; Bill Tencza; Chris Warren; Joe Williams.

Staff present: Elaine Wood; Matt McCauley; Janie McNabb; Darla Rowland; Denise Culman; Sarah Lucas; Jessica Willis.

Guests present: Chris Chang; Brian Lee; Tom Slater

Call to Order and introductions

Gary Fedus, Board Chair, called the meeting to order at 5:30 p.m. and welcomed everyone to the meeting.

Public Comment

None.

Minutes of October 12, 2015

G. Fedus asked if there were any additions or corrections to the Networks Northwest minutes of October 12, 2015. Hearing none, he asked for approval.

Motion by M. Cain, supported by R. Schmidt, to approve the Networks Northwest minutes for October 12, 2015 as presented. Motion passed unanimously.

Consent Agenda

- a. CEO's report
- b. Mich. Works COO's report
- c. Skilled Trades Training Fund report
- d. Finance Committee draft minutes of 10/12/15
- e. Prosperity Index Committee draft minutes of 10/12/15
- f. Quality Assurance committee draft minutes of 11/9/15
- g. Michigan Works System Plan, CY16

E. Wood mentioned that, as shown on the STTF report, our region received 7.3% of the STTF funds, which is a large share considering that we have only 3.7% of the state's employers. She also said that all the funding for FY16 was obligated within the first three weeks of the FY; however, the state is maintaining a waiting list and, like last year, funds will be redistributed to some on the waiting list if not fully expended by other companies.

There were no other 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. Jeannot, supported by K. Osborne, to accept the consent agenda. Motion passed unanimously.

Item(s) pulled from the Consent Agenda

None.

Finance & Audit Committee report & recommendations

a. Networks Northwest FY15 budget report ending 9/30/15(final)

b. Networks Northwest FY16 budget report ending 10/31/15

Finance Committee Chair, S. Perdue presented the Networks Northwest budget reports for the year ending 9/30/15 and the first month ending 10/31/15. Both reports indicate that finances are in good shape with no issues or problems. There were no questions.

Motion by S. Perdue, supported by D. Luciani, to accept the Networks Northwest FY15 budget report ending 9/30/15(final) and Networks Northwest FY16 budget report ending 10/31/15, as recommended by the Finance Committee. Motion passed unanimously.

c. NW MI Works!, Inc. FY15 budget report ending 9/30/15(final)

d. NW MI Works!, Inc. FY16 budget report ending 10/31/15

S. Perdue presented the Northwest Michigan Works!, Inc. budget reports for the year ending 9/30/15 and the first month ending 10/21/15. This is a sub-set of the overall Networks Northwest financial reports, and there are no issues or problems. There were no questions.

Motion by S. Perdue, supported by R. Schmidt, to accept the Northwest Michigan Works! Inc. FY15 budget report ending 9/30/15(final) and NW MI Works!, Inc. FY16 budget report ending 10/31/15, as recommended by the Finance Committee. Motion passed unanimously.

e. Investment reports

S. Perdue reported that the committee had reviewed the Networks Northwest and Northwest Michigan Works, Inc. investment reports for FY15 with representatives from Fifth Third Bank. He briefly summarized the documents that were in the board packet. He also said that the committee did its annual review of the investment policies for both entities and do not wish to make any changes at this time. The committee also expressed its satisfaction with investment services of Fifth Third Bank.

Motion by K. Osborne, supported by R. Schmidt, to accept the Investment reports, as recommended by the Finance Committee. Motion passed unanimously.

Quality Assurance Committee report & recommendations

a. Michigan Works Dashboard

Committee Chair Gene Kaminski presented the state's dashboard for Northwest Michigan Works for the two-month period ending August 31, 2015.

Motion by G. Kaminski, supported by T. Peal, to accept the Michigan Works dashboard, as recommended by the Quality Assurance Committee. Motion passed unanimously.

b. Michigan Works monitoring report

G. Kaminski briefly presented the state's most recent monitoring report for Northwest Michigan Works.

Motion by G. Kaminski, supported by K. Osborne, to accept the Michigan Works monitoring report, as recommended by the Quality Assurance Committee. Motion passed unanimously.

c. SBDC performance report

G. Kaminski briefly presented the annual performance report of the Small Business Development Center (SBDC).

Motion by G. Kaminski, supported by S. Peters, to accept the SBDC performance report, as recommended by the Quality Assurance Committee. Motion passed unanimously.

d. Regional Planning report

G. Kaminski reported that Sarah Lucas, Regional Planning Department Manager, gave the committee a thorough verbal report about the FY15 activities of the department. He commented that there was a surprising volume of work in the year, accomplished by a very small staff. He pointed out the written report of FY15 activity in the board packet.

Motion by M. Cain, supported by A. Cooper, to accept the Regional Planning report, as recommended by the Quality Assurance Committee. Motion passed unanimously.

Strategic Topic: Activities of the Regional Prosperity Initiative (RPI)

a. Framework for Energy

S. Lucas gave a presentation on the essential data that will be contained in the Framework for Energy, which will be the 10th chapter of the Regional Prosperity Plan. It is expected to be released to the board in draft form in the winter. She discussed the major elements of the plan, and raised several questions for board discussion. Robust conversation took place among the board members.

b. Regional Services Report

M. McCauley gave a brief report about one of the elements that is required of a tier 3 Regional Prosperity Board, which is a study of how the various state departments and federal/state programs can support the regional Prosperity Plan. It is also supposed to identify ways in which existing funding could be better utilized to support regional economic development priorities, as well as identify any gaps. Our study was contracted to MSU and will be ready for presentation in early 2016.

c. CY'16 RPI Work Plan

M. McCauley provided a thorough review of the proposed RPI work plan for 2016 as presented in the board packet, with a total funding request to the state of about \$580,000, close to the \$600,000 allowed for planning and implementation for a tier 3 Regional Prosperity Board. He answered questions regarding the proposed RPI activities for the coming year.

Motion by M. Cain, supported by A. Cooper, to approve the CY'16 RPI Work Plan as presented. Motion passed unanimously.

2016 Board & Committee Meeting Schedule

G. Fedus and E. Wood reviewed the proposed 2016 board and committee meeting schedule that was in the meeting packet. There was no discussion.

Motion by A. Jeannot, supported by J. Bassett, to approve the 2016 Board & Committee Meeting Schedule as presented. Motion passed unanimously.

Board member comments; staff notices & announcements

None.

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 7:37 p.m.

Respectfully submitted,

Denise Culman

Denise Culman
Recording Secretary

Check In Sheet

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

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

Others and Staff

✓	#	First Name	Last Name	Title
✓	1	Jessica	Willis	Networks Northwest
✓	2	Chris	Chang	Fifth Third Bank
✓	3	Brian	Lee	Fifth Third Bank
✓	4	Elaine	Wood	Networks Northwest
✓	5	Denise	Culman	Networks Northwest
✓	6	Darla	Rowland	Networks Northwest
✓	7	Matt	McCauley	Networks Northwest
✓	8	Janie	McNabb	Networks Northwest/ Northwest Michigan Works
✓	9	Tom	Slater	videographer
	10			
	11			
	12			
	13			
	14			
	15			