
NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS

Friday, August 19, 2011

MEETING MINUTES

Roll Call

Members present: Les Atchison, Mike Crawford, Stuart McKinnon, Jim Krolczyk, Susan Rogers, Jean Watkoski (for David Marshall)

Members absent: Chris Christensen, Les Housler, Larry Inman, Donald Tanner

Others present: Elaine Wood, Denise Culman, Janie McNabb, Matt McCauley, Darla Rowland

Call to Order

Les Atchison, COG Board Vice Chair, called the meeting to order at 9:30a.m.on Friday, August 19, 2011 at Northwest Michigan Council of Governments office, and welcomed everyone. Les said the agenda was designed so there would be time at the end of the meeting for round-table discussion. Les asked if roll call was taken, and Denise Culman, Recording Secretary, said yes and a quorum was present.

Approval of the Amended Agenda

Les asked if any changes needed to be made to the agenda. S. McKinnon asked to amend the agenda to move county round-table discussion/commissioner open discussion time after the CEO's Report.

Motion by S. McKinnon, supported by J. Krolczyk to approve the amended agenda with the change of moving Commissioner discussion time up. Motion passed unanimously.

COG meeting minutes of June, 2011

Les asked if there were any changes needed to the draft June 17, 2011 minutes, which were mailed earlier for review. There being none he asked for a motion to approve the minutes.

Motion by S. Rogers, supported by M. Crawford to approve the draft minutes from June 17, 2011 meeting as presented. Motion passed unanimously.

Public Comment

No public comment

Financial Report

Elaine Wood, CEO, went over the financial report, through June 2011 for FY 2011 (10/1/2010 – 9/30/2011). After all questions were answered, Les asked for approval from the Board.

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

FY'12 Budget

Elaine explained the agency doesn't operate with one budget because each grant or funding source requires its own budget. There is a great variety of requirements and limitations among these funding sources. In essence, the total agency budget is simply a compilation of all the grants, and each grant operates as a budget onto itself.

Because the auditors required the agency to adopt a budget, the Initial Budget for FY12 covering 10/1/2011 – 9/30/2012 was prepared for approval. It includes the grants we know of at this time, although the amounts vary considerably throughout the year and grants come and go throughout the year as well. That is why the budget is amended every month in the financial report that is presented to the board. Questions were answered and Les asked for approval.

Motion by S. Rogers, supported by S. McKinnon to accept the FY' 12 Initial Budget (10/1/11 – 9/30/2012) as presented. Motion passed unanimously.

CEO's report

Elaine said she hoped everyone got a chance to read the report. She wanted the Board to know how wonderful the staff was and highlighted some of the accomplishments. Elaine briefly went over the remaining items on the CEO report. Questions were answered.

County round-table/Commissioner open discussion time

Various topics were discussed for the allotted time of a half hour. These were topics raised by commissioners relative to their counties, with discussion about how other counties handle these issues. Les said the board members could continue their open discussion at the end of the meeting if time allowed.

Workforce Development Board report:

a. Michigan Works! data report

Elaine said the next few items are for information only, and they provide a glance into some of the topics the Workforce Development Board has on their agenda. The membership card system has allowed for more in depth information on their customers. It's very beneficial to see who the customers are at MI Works, including the demographic and geographic breakdowns. As of June 30, 2011 there were 21,142 unique customers served by the MI Works! system this year and the average age is around 40. Questions were answered.

b. Michigan Works! Strategic Plan update

Elaine pointed out that the Workforce Development Board has a Strategic Plan and the green type represents the most current updates on progress and actions.

c. Talent summit report

Elaine reported that the MI Economic Department Corporation (MEDC) had a Talent Summit in Traverse City for the region. They are conducting them all over the state. There was a good showing of community colleges and other workforce partners. She commented that she was disappointed and would like to have seen more representation from business be able attend, but the summit was designed only for agency people. Questions were answered.

Economic Development : MI-EXPORT Program

Elaine talked about a new program of the MI Economic Development Corporation (MEDC) that is a regional exporting program with a goal to double the amount of exports from Michigan in the next three years. MEDC has decided to administer the program through 4 regional administrative agencies, and they have asked NWMCOG to be the agency for all of the Northern Lower Michigan & UP. There is still a negotiation process to understand all of the details involved. The program will target small & medium enterprises dividing the companies into three tiers depending on their state of readiness for exporting; their tier will determine the level of service.

Community Development

a. MDOT Resolution for Work Program

Matt McCauley, Director of Regional Planning & Community Development, said Regional planning districts in Michigan have formed important partnerships with Michigan Department of Transportation (MDOT) and local road agencies to implement a number of transportation programs. A central part of the NWMCOG's Regional Planning & Community Development budget is the funding received from MDOT under the statewide "Regional Transportation Planning Program" as legislated by Act 51's Michigan Transportation Fund (MTF). Every three years for their records, MDOT requests that each regional planning district authorize a designated signatory with MDOT. Questions were answered.

Motion by M. Crawford, supported by S. Rogers to accept the MDOT Resolution for Work Program. Motion passed unanimously. Resolution language was as follows:

Therefore let it be resolved, by the Northwest Michigan Council of Governments Board in regular meeting assembly on August 19, 2011, that the Board designates its Chair to act as the organizational signatory for all contractual matter, including, but not unlimited to project authorizations, contracts, subcontracts, master agreements or other contractual agreements. In case of the Board Chair's absence, the Board's Vice-Chair is authorized to act as the organizational signatory.

b. HUD Sustainable Communities grant resolution

Matt explained this is a grant program through HUD that is being pursued at this time. It is the same grant program that the Board supported last year. COG is seeking to look at the many plans and policies throughout the entire region and look for commonalities. The ultimate purpose is to identify the commonalities and to be able to report what those are and share them as best practices for the entire region. Questions were answered.

Motion by M. Crawford, supported by S. Rogers to accept the HUD Sustainable Communities grant resolution. Motion passed unanimously. Resolution language was as follows:

The Northwest Michigan Council of Governments, in its capacity as a convener and facilitator of regional initiatives in northwest lower Michigan, supports efforts to pursue HUD's Sustainable Communities Program Grant. The NWMCOG Board anticipates that NWMCOG staff will convene a multi-jurisdictional, multi-disciplined group to assist with the identification and documentation of the interdependent challenges of economic competitiveness and revitalization through housing, land use, economic development, natural resources, infrastructure, civic engagement, energy, and transportation.

c. Benchmarks Northwest

Matt reminded board members that he had introduced the concept of a revamped Benchmarks Northwest two Board meetings ago. The document sent out is what the final product will be like with 8 issue areas: Culture and Recreation, Economy and Employment, Education, Government and Safety, Health, Infrastructure, Natural Resources and Environment, and Population Dynamics. Each of these indicator reports provide information for the entire northwest lower Michigan 10 county region. NWMCOG is presenting Benchmarks Northwest as a community indicator model that can be updated annually and is no longer tied to the census data. The final product will be internet-based. A suggestion was made to put this item on the agenda for next meeting to have a more in-depth presentation and more discussion. Questions were answered.

d. Local Units of Gov't Dashboards

Matt explained that Governor Rick Snyder has mandated that communities will have to provide a Citizen's Guide to Local Unit Finances and a Performance Dashboard. Beginning Oct 1, 2011, units

of local government receiving statutory revenue sharing under PA 140 will now have to meet certain requirements to be eligible to receive a percentage of the total revenue sharing appropriated. It is important for local governments to be transparent in providing their citizens with easy-to-understand fiscal information. Munetrix was purchased for all local units of government in the region through a sponsorship made possible by the NWMCOG, and it provides the data local units need to prepare their dashboards, as well as other management information and public information. NWMCOG and NEMCOG will host four workshops on how to integrate Munetrix in such a way to make the dashboard process as easy as possible. The list of trainings is on the website: www.nwmcog.org. Questions were answered.

e. Shared services

Elaine explained over the last couple of years everyone's budgets are shrinking and shared services has become a topic being talked about more frequently on many levels. The COG Board has had the topic brought before it a couple of different times for some very specific issues; for example, Emmet County Administrator was interested in the counties going together to get health insurance as a group to lower costs for employees by forming a bigger group, and shared GIS services has been explored by various units of government over the years. Staff thought the topic of shared services should be kept on the agenda as an on-going topic, so if some other opportunity comes up it can be discussed and explored. The most recent topic brought up to NWMCOG staff by one county was Equalization. Several counties have an Equalization Director that is retiring or there is a current vacancy. Grand Traverse County Equalization has had some very good experience sharing Equalization duties with one of their townships. A meeting will be set up with GT County and staff to discuss this further then it will be brought back to the Board. Board members expressed interest in this, and other possible avenues for shared services, and requested the staff to explore it further.

Correspondence

Correspondence was included with the packet.

County round-table

Commissioners continued their round-table discussion about county-related issues.

Adjourn

The meeting was adjourned by consensus at 11:30 a.m.

Respectfully submitted,

Denise Culman

Denise Culman
Recording Secretary

*Please
check off your name*

Sign In Sheet

Council of Governments Board

- | | | | |
|-------------------------------------|-----|--------------------------|---------------------|
| <input checked="" type="checkbox"/> | 1. | Crawford, Mike..... | Antrim County |
| <input type="checkbox"/> | 2. | Tanner, Donald..... | Benzie County |
| <input type="checkbox"/> | 3. | Christensen, Chris | Charlevoix County |
| <input checked="" type="checkbox"/> | 4. | Atchison, Les..... | Emmet County |
| <input type="checkbox"/> | 5. | Inman, Larry..... | Gr. Traverse County |
| <input checked="" type="checkbox"/> | 6. | McKinnon, Stuart | Kalkaska County |
| <input checked="" type="checkbox"/> | 7. | Watkoski, Jean..... | Leelanau County |
| <input checked="" type="checkbox"/> | 8. | Krolczyk, Jim | Manistee County |
| <input checked="" type="checkbox"/> | 9. | Rogers, Susan..... | Missaukee County |
| <input type="checkbox"/> | 10. | Housler, Les..... | Wexford County |

Others - Sign In Here

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