

Quality Assurance Committee  
April 10, 2017  
Hagerty Center  
715 E. Front Street, Traverse City, Michigan 49686

**DRAFT - MINUTES – DRAFT**

**Committee members present:** Andy Hayes, Kris Lagios, Bob Scheele, Barb VonVoigtlander, Kim Weckesser, Chuck Welch

**Committee members absent:** Rachel Johnson, Tom Johnson, Jane Korthase, Michael MacCready, Tom Mair, Stuart McKinnon, Leslie Nowlin, Tracey Peal, Mike Powers, Joe Williams

**Staff present:** Terry Vandercook, Jessica Willis, Evelyn Szpliet

**Call to order**

The meeting was called to order by acting committee chair, Check Welsh at 4:00 p.m.

A motion was made by Andy Hayes to approve the draft minutes from the September 12, 2016 Quality Assurance Committee as presented. The motion was seconded by Barb VonVoigtlander. The motion passed.

Terry Vandercook presented the Northwest Michigan Works! Dashboard representing the period 7/1/16 – 1/31/17. A conversation pursued regarding current dashboard performance and expected obtainment of metrics. A motion was made by Chuck Welsh recommending acceptance of the Northwest Michigan Works! Dashboard dated 7/1/16 – 1/31/17. The motion was supported by Kim Weckesser. The motion passed.

Jessica Willis presented a summary of the monitoring reports for the On-The-Job Training, Trade Act, Employment Services, and Administration (Northwest Michigan Works!) programs. Ms. Willis explained the monitoring process and the difference between recommendations and findings. The result of each program was discussed. A motion was made by Kris Lagios to accept the internal monitoring report summary as presented. The motion was seconded by Andy Hayes. The motion passed.

Terry Vandercook presented the Skilled Trades Training Fund (STTF) Talent Investment Agency Dashboards for the years 2014, 2015, 2016, and 2017. Mr. Vandercook discussed the importance of STTF to Region 2 employers. He explained how the program offers grant training dollars for both new employees as well as incumbent workers. The STTF application and selection process was outlined for the committee.

Evelyn Szpliet presented a comprehensive report regarding the State Adjustment Grant that was awarded to Networks Northwest and Northwest Michigan Works! to assist the dislocated worker effected by the Pugsley Correctional Facility closure. Ms. Szpliet outlined the outreach and customer service offered by Northwest Michigan Works! staff during the closure. Additional information was provided regarding the total number of dislocated workers contacted, enrolled for services, served, and exited from various programs offered by the grant.

**Adjournment**

The meeting was adjourned by consensus at 5:00 p.m.

Respectfully submitted,

Terry Vandercook