NETWORKS NORTHWEST BOARD

DRAFT - MEETING MINUTES - DRAFT

Monday, August 14, 2017

Roll Call

Present: Eric Bachmann; Ed Boettcher; Ken Bollman; Coury Carland; Chris Christensen; Alan Cooper; Gary Fedus; Mike Groleau; Andy Hayes; Mike Hill; Paul Hresko; Rachel Johnson; Gene Kaminski; Caroline Kennedy; Bill Kennis; Jane Korthase; Kristine Lagios; Doug Luciani; Chuck Lombardo; Michael MacCready; Tom Mair; Douglas Mansfield; Bob Scheele; Richard Schmidt; Dean Smallegan; Jim Smith; Marsha Smith; Nicole Sulak; Barb VonVoigtlander; Kim Weckesser; Chuck Welch; Ty Wessell Betty Workman.

Absent:
Jamie Al-Shamma; Mike Ascione; Jim Barnard; Stacie Bytwork; Michael Cain; Jim Cook; Amanda Hawthorn; Beth Holmes-Bozung; Jeff Jennette; Stuart McKinnon; Josh Mills; Joe Moch; Tim Nelson; Leslie Nowlin; Ken Osborne; Doug Parkes; Tracy Peal; Steve Perdue; Sue Peters; Kim Pontius; Mike Powers; John Stakoe; Clint Steele; John Stephenson; Kelli Stepka; Tom Vine; Chris Warren; Joe Williams.

Staff present: Lisa Schut; Kathy Taylor; Rob Dickinson; Elaine Wood; Matt McCauley; Terry Vandercook; Darla Rowland; Anne Helbig; Steve Shugart; Denise Culman; RJ Kennis; Sarah Lucas, Natalie Rindlisbacher.

Guests present: Anne Armstrong; Doug Rath; Tom Slater.

Call to Order and introductions

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

Public Comment

None.

Networks Northwest Minutes of June 12, 2017

G. Fedus asked if there were any additions or corrections to the Networks Northwest minutes of June 12, 2017. Hearing none, he asked for approval.

> Motion by R. Schmidt, supported by M. MacCready, to approve the Networks Northwest minutes for June 12, 2017 as presented. Motion passed unanimously.

Consent Agenda

G. Fedus asked if there were any items requested for removal from the consent Agenda for discussion beyond a simple question. There were none. E. Wood then gave a short verbal staff report.

a. CEO report
b. Finance/Audit Committee minutes of 6/12/17
c. Prosperity Index Committee minutes of 6/12/17
d. Quality Assurance Committee minutes of 6/12/17
e. TDCC Committee minutes of 4/19/17 & 2/15/17

> Motion by B. Kennis, supported by A. Cooper, to accept the consent agenda. Motion passed unanimously.

Item(s) pulled from the Consent Agenda

None.

Executive Committee report

a. At-large appointments

E. Wood presented recommendations of individuals to fill two vacant at-large seats on the board, as follows:

1. Media: Chuck Lombardo, Director of Marketing & Communications, Graceland Fruit, and CEO/Principal, CML Marketing Communications, term ending 12/31/20
2. Real Estate/Finance: Kim Pontius, CEO, Traverse Association of Realtors (TAAR), term ending 12/31/20

Their Bios were reviewed and discussed by the committee members, and the committee recommended appointment of both individuals.

Motion by C. Carland, supported by M. Smith to recommend board appointment of Lombardo and Pontius to the respective at-large seats on the board, for the terms indicated. Motion passed unanimously.

Finance Committee Report

K. Bollman presented the Finance Committee report. He briefly presented all the information the committee had reviewed and stated that the budgets and expenditures are all in good order. Questions were answered.

a. Networks Northwest budget report of 6/30/17

Motion by K. Bollman, supported by R. Schmidt, to accept the Networks Northwest budget report of 6/30/17 as presented. Motion passed unanimously.

b. NW Michigan Works! Inc. budget report of 6/30/17

Motion by K. Bollman, supported by A. Cooper, to accept the NW Michigan Works! Inc. budget report of 6/30/17 as presented. Motion passed unanimously.

c. Review of financial policies
K. Bollman reported that the committee tabled this item until their next meeting.

d. Networks Northwest FY18 budget
E. Wood showed a budget trend chart for the past ten years, indicating that with the exception of the three-year Recovery Act period, our funding level has consistently decreased. She gave an overview of the recommended, beginning budget for FY18 which begins October 1, 2017. She briefly reviewed the budget reminders, budget assumptions, the budget by funds, and the budget by line items. She pointed out that the budgeted rate for administration is at 8.2%, and that the various departmental or programmatic budgets are included for more detail. Questions were answered. K. Bollman reported that the Finance Committee recommended adoption of the FY18 initial budget.

Motion by K. Bollman, supported by D. Smallegan, to adopt the Networks Northwest FY18 budget as presented. Motion passed unanimously.

Quality Assurance Committee report of June & August

J. Korthase presented the Quality Assurance Committee's report from both their June and August committee meetings.

a. Internal Monitoring reports
She reviewed the various internal monitoring activities that have taken place, summarized the findings and reported that actions have been implemented internally to correct any issues.

> Motion by J. Korthase, supported by C. Kennedy, to accept Networks Northwest Internal Monitoring reports as presented. Motion passed unanimously.

b. External Monitoring reports
She reported that the recent external monitoring process conducted by the state revealed no findings.

> Motion by J. Korthase, supported by K. Bollman, to accept Networks Northwest External Monitoring report as presented. Motion passed unanimously.

c. Northwest Michigan Works Dashboard (May2017)
She presented the most recent Michigan Works! Dashboard report.

> Motion by J. Korthase, supported by M. MacCready, to accept Northwest Michigan Works Dashboard as presented. Motion passed unanimously.

d. Job & Career Fair results
J. Korthase turned board members' attention to the materials in their packets relative to the Job & Career Fair information from the June meeting, and reported that a significant degree of activity has taken place n the past year to help companies find employees.

e. Jobs for Michigan Graduates results
J. Korthase turned board members' attention to the materials in their packets relative to the Jobs for Michigan's Graduates (JMG) Program, and reported that performance has exceeded most other locations around the state and achieved the "5 of 5 Award" for the past two years. The program is planned for a budget increase and expansion in the coming year.

Strategic discussion topic: Community Health, Safety and Welfare

Sarah Lucas, Director of Community Development, introduced this month's board strategic discussion topic.

a. Presentation of Draft Framework (prosperity plan) chapter
Sarah provided a summary of the new chapter for our Regional Prosperity Plan, which is currently in draft form and covers issues related to how community well-being impacts regional prosperity, along with recommendations for addressing barriers to well-being.

b. ALICE issues & Employer Resource Networks
E. Wood then made a presentation on the ALICE households (asset limited, income constrained, employed), which are 40% of the state's households, which does not vary much from one county to another across Michigan. She discussed how this element of the "working poor" families interfaces with community health, safety and welfare, and how it significantly impacts the rate of turnover for companies, which then affects productivity levels. It also impacts businesses' ability to help employees progress into higher levels of skills and wages. She presented the staff's plan to develop Employer Resource Networks (ERNs) around the region, which was described in both the presentation and board packet. ERNs essentially provide in-house social services to any employees of participating companies, related to the various barriers that typically get in the way of success on the job.

c. Board discussion & input
Staff presented four questions for board discussion, and considerable time was given for board input.

Board member and staff comments & announcements
None.

Correspondence
Various news releases, articles, and items of correspondence were included in the board packet.

Adjourn
The meeting was adjourned by consensus at 7:19 p.m.

Respectfully submitted,
Denise Culman
Denise Culman
Recording Secretary

Date: August 14, 2017

Networks Northwest
Talent / Business / Community

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 - excused	Owner, Barnard Engineering
✓	5	Ed	Boettcher	Antrim County Commissioner
✓	6	Kenneth	Bollman	President, Saber Tool Company
	7	Stacie	Bytwork - excused	Executive Director, Manistee Area Chamber of Commerce
	8	Michael	Cain	Manager, City of Boyne City
✓	9	Coury	Carland	County Commissioner, Benzie
✓	10	Chris	Christensen	County Commissioner, Charlevoix
	11	Jim	Cook - excused	Manager, Grand Traverse County Road Commission
✓	12	Alan	Cooper	Manager, Wexford County Road Commission
✓	13	Gary	Fedus	President, Mitchell Graphics
✓	14	Mike	Groleau	Co-owner/Project Manager, RJG, Inc
	15	Amanda	Haworth - excused	HR Director, Boyne Resorts
✓	16	Andy	Hayes	President, Northern Lakes Economic Alliance
✓	17	Mike	Hill	Superintendent, TBA ISD
	18	Beth	Holmes-Bozung - excused	Co-Owner, SafetyNet Inc
✓	19	Paul	Hresko	HR Manager, Armor Express
	20	Jeff	Jennette - excused	Superintendent, Wexford-Missaukee & Manistee ISD
✓	21	Rachel	Johnson	Public Affairs, Cherryland Electric
✓	22	Gene	Kaminski	HR Director, McLaren Northern Michigan
✓	23	Caroline	Kennedy	Assistant Village Manager/Clerk, Village of Elk Rapids
✓	24	Bill	Kennis	Executive Director, Benzie Transportation Authority
✓	25	Jane	Korthase	Human Resources Director, Grandvue Medical Care Facility
✓	26	Kristine	Lagios	DHS Director, DHS -Benzie & Manistee Counties
✓	27	Doug	Luciani	President, TC Area Chamber; Northern MI Chamber Alliance
✓	28	Chuck	Lombardo	Director of Marketing & Communications, Northern MI Chamber Alliance
✓	29	Michael	MacCready	County Commissioner, Wexford
✓	30	Tom	Mair	Grand Traverse County Commissioner
✓	31	Douglas	Mansfield	President, MI Township Association
	32	Stuart	McKinnon	County Commissioner, Kalkaska
	33	Josh	Mills - excused	Manager, City of Frankfort
	34	Joe	Moch	CEO, ACAT Global
	35	Tim	Nelson - excused	President, NMC
	36	Leslie	Nowlin	HR System Administrator, Rec Boat Holdings LLC
	37	Ken	Osborne - excused	Vice President of Manufacturing, Boride Engineered Abrasive
	38	Douglas	Parkes - excused	Co-Owner, Kellie's Hallmark Shop
	39	Tracey	Peal - excused	Vice President, Hague Equipment company of MI Inc

	40	Steve	Perdue - excused	President & CEO, Grand Traverse Industries -GTI
	41	Sue	Peters - excused	Vice President-Human Resources, Munson Medical Center
	42	Kim	Pontius- excused	CEO, Traverse Association of Realtors
	43	Mike	Powers	Energy Solutions Consultant, Keene Technical Solutions
✓	44	Bob	Scheele	Vice President, Central Labor Council
✓	45	Richard	Schmidt	County Commissioner, Manistee
✓	46	Dean	Smallegan	County Commissioner, Missaukee
✓	47	Jim	Smith	Controls Designer, Tool North Inc
✓	48	Marsha	Smith	Executive Director, Rotary Charities & NorthSky Non-Profit Network
	49	John	Stakoe	Emmet County Commissioner
	50	Clint	Steele	Plumber & Pipefitter, UAW Local 85
	51	John	Stephenson - excused	Executive Director, NW MI Community Action Agency
	52	Kelli	Stepka	Human Resource Manager, Cherry Republic
✓	53	Nicole	Sulak	CPA, Plante Moran
	54	Tom	Vine - excused	Plant Manager, Viking Energy
✓	55	Barb	VonVoigtlander	Administrative Coordinator, Village of Northport
	56	Chris	Warren - excused	General Manager, Midwest Broadcasting Company
✓	57	Kim	Weckesser	Director Human Resources, West Shore Medical Center
✓	58	Chuck	Welch	Parole Field Supervisor, State of MI Dept of Corrections
✓	59	Ty	Wessell	County Commissioner, Leelanau
✓	60	Betty	Workman	Owner, Vacation Trailer Park & Sales Inc

	#	First Name	Last Name	Title
	1	Lisa	Schut	Networks Northwest
	2	Kathy	Taylor	NW Michigan Works!
	3	Natalie	Rindlisbacher	Networks Northwest
	4	Rob	Dickenson	NW Michigan Works!
	5	Anne	Armstrong	Governor Snyder's Office
	6	Doug	Rath	Graceland Fruit, Inc.
	7	Elaine	Wood	Networks Northwest
	8	Matt	McCauley	Networks Northwest
	9	Terry	Vandercook	Networks Northwest/NW Michigan Works!
	10	Darla	Rowland	Networks Northwest
	11	Anne	Helbig	Networks Northwest
	12	Steve	Shugart	Networks Northwest
	13	Denise	Culman	Networks Northwest
	14	RJ	Kennis	Networks Northwest
	15	Sarah	Lucas	Networks Northwest
	16	Tom	Slater	Videographer