

# NETWORKS NORTHWEST BOARD

## MEETING MINUTES

**Monday, June 7, 2021**

**Present:** Sean Adams; Jamie Al-Shamma; Eric Bachmann; Ken Bollman; Michael Cain; Michael Castiglione; Chris Christensen; Alan Cooper; David Cox; Doug DeYoung; Kelly Dunham; Dave Emmel; Mary Faculak; Bryce Hundley; Bill Kennis; Jane Korthase; Kristine Lagios; Pat Lamb; Shaun Lamp; Doug Luciani; Steve Perdue; Sue Peters; Bob Scheele; Richard Schmidt; Gabe Schneider; Patricia Soutas-Little; Nicole Sulak; Ed Boettcher; Trevor Tkach; Ben Townsend.

**Absent:** Jim Barnard; Stacie Bytwork; Gary Fedus; Kohn Fisher; Art Jeannot; Chip Johnston; Scott LaDeur; Lisa Leedy; Charlie MacInnis; Leslie Nowlin; Matt Skeels; Dean Smallegan; Clint Steele; Kelli Stepka; Jim Smith; Rob Summers; Chris Warren; Chuck Welch.

**Staff present:** Matt McCauley; Terry Vandercook; Denise Culman; Darla Rowland; Rob Carson.

**Guests present:** Bill Tucker

### Call to Order and introductions

S. Peters, Chair, called the meeting to order at 5:30 p.m. and welcomed everyone at the meeting and on Zoom.

### Meeting Format Overview

S. Peters stated that the large agenda is due to the last meeting being unable to formally act on a variety of matters.

### Public Comment

None.

### Meeting Minutes

S. Peters presented the meeting minutes.

- a. Networks Northwest Board minutes of February 1, 2021

Motion by R. Schmidt, supported by M. Cain, to approve the Networks Northwest Board meeting minutes for February 1, 2021 as presented. Motion passed unanimously.

- b. Networks Northwest Board minutes of April 5, 2021

Motion by B. Hudley, supported by R. Schmidt, to approve the Networks Northwest Board meeting minutes for April 5, 2021 as presented. Motion passed unanimously.

### Consent Agenda

- a. NNW Executive Committee minutes of 3/1/21
- b. NWMCOG County Consortium Board minutes of 2/1/21
- c. NWMCOG County Consortium Board minutes of 4/5/21
- d. Networks Northwest Finance Committee minutes of 12/7/2020
- e. CEAC minutes 2/18/21
- f. Networks NW/NW Michigan Works! dashboard as of 1/31/21
- g. Networks NW/NW Michigan Works! dashboard as of 2/28/21
- h. Networks NW budget report as of 2/28/21
- i. Northwest Michigan Works! budget report as of 2/28/21

Motion by G. Schneider, supported by K. Bollman, to accept the consent agenda as presented. Motion passed unanimously.

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

None.

**CEO Report**

M. McCauley provided additional details to the information provided within the CEO Report. Brief discussion ensued.

**Finance Report**

D. Rowland presented the Finance Committee reports.

- a. Networks Northwest/NW Michigan Works! dashboard as of 3/31/21
- b. Networks NW/NW Michigan Works! dashboard as of 4/30/21
- c. Networks Northwest budget report of 4/30/21

Motion by S. Perdue, supported by B. Hundley, to accept the Networks Northwest Budget report as of 4/30/21 as presented. Motion passed unanimously

- d. Northwest Michigan Works! Inc. budget report of 4/30/21

Motion by S. Adams, supported by P. Soutas-Little, to accept the Northwest Michigan Works! Budget report as of 4/30/21 as presented. Motion passed unanimously

- e. Networks Northwest FY20 Audit

Motion by M. Cain, supported by N. Sulak, to accept the Networks Northwest FY20 Audit as presented. Motion passed unanimously

- f. Northwest Michigan Works! FY20Audit

Motion by S. Perdue, supported by D. Emmel, to accept the Northwest Michigan Works! FY20Audit as presented. Motion passed unanimously

**U.S. Economic Development Administration (EDA)**

R. Carson presented the Comprehensive Economic Development Strategy (CEDS). Brief discussion ensued.

Motion by G. Schneider, supported by R. Schmidt, to approve the Comprehensive Economic Development Strategy as presented. Motion passed unanimously

R. Carson presented the Economic Development Administration Grant Authorization memo.

Motion by S. Perdue, supported by M. Cain, to approve the Economic Development Administration Grant Authorization as presented. Motion passed unanimously

**Special Board Member Recognition**

S. Peters provided special recognition to board members Perdue, Lagios, and Welch for their many years of service.

**Northwest Workforce Development Board Officers Special Election**

- a. Northwest Workforce Development Board - Secretary/Treasurer

Motion by S. Perdue, supported by B. Kennis, to approve Sean Adams as Secretary/Treasurer.  
Motion passed unanimously

**WIOA/TIA Policy Compliance Part III**

T. Vandercook presented workforce development policies as required by the State of Michigan.

Motion by A. Cooper, supported by K. Bollman, to approve WIOA/TIA Policy Compliance Part III.  
Motion passed unanimously

**MI Works Sub-Lease Authorization**

M. McCauley stated that the State of Michigan requires the Board to authorize its CEO for Michigan Works sub leases. He stated that there were no substantive differences between last year's agreement and this year's.

Motion by M. Cain, supported by P. Soutas-Little, to approve MI Works Sub-Lease Authorization.  
Motion passed unanimously

**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 6:50 p.m.

Respectfully submitted,

*Denise Culman*, Recording Secretary

## Check In Sheet

✓	#	First Name	Last Name	Title & Agency
✓	1	Sean	Adams	President, Bear Lake Hardware
✓	2	Jamie	Al-Shamma	Executive Vice President, Bay Construction
✓	3	Eric	Bachmann	Regional Manager, MI Rehabilitation Services
	4	Jim	Barnard	Owner, Barnard Engineering
	5	Ed	Boettcher - excused	Antrim County Commissioner
✓	6	Ken	Bollman	President, Saber Too
	7	Stacie	Bytwork - excused	Executive Director, Manistee Area Chamber of Commerce
✓	8	Michael	Cain	Manager, City of Boyne City
✓	9	Michael	Castiglione	VP, Michigan Scientific Corporation
✓	10	Chris	Christensen	County Commissioner, Charlevoix
✓	11	Alan	Cooper	Manager, Wexford County Road Commission
✓	12	Dave	Cox	Superintendent, Wexford/Missaukee ISD & Manistee ISD
✓	13	Doug	DeYoung	Community Affairs Manager, Consumers Energy
✓	14	Kelly	Dunham	Executive Director, Bay Area Transportation Authority
✓	15	Dave	Emmel	President, Northern Lakes Economic Alliance
✓	16	Mary	Faculak	President, East Jordan Chamber of Commerce
	17	Gary	Fedus - excused	President, Mitchell Graphics
	18	Kohn	Fisher	Chair, Kalkaska County
✓	19	Bryce	Hundley	Commissioner, Grand Traverse County
	20	Art	Jeannot - excused	Commissioner, Benzie County
	21	Chip	Johnston - excused	Executive Director, Centra Wellness (Manistee/Benzie Community Mental Health)
✓	22	Bill	Kennis	Executive Director, Benzie Transportation Authority
✓	23	Jane	Korthase	Human Resources Director, Grandvue Medical Care Facility
	24	Scott	LaDeur	Professor, North Central Michigan College
✓	25	Kristine	Lagios	DHS Director, DHS -Benzie & Manistee Counties
✓	26	Pat	Lamb	Principal, TBA ISD CTC
✓	27	Shaun	Lamp	CEO, Truestream
	28	Lisa	Leedy	Owner, Sky Telecom
✓	29	Doug	Luciani	Vice-President, Cunningham-Limp Development
	30	Charlie	MacInnis	Commissioner, Emmet County
	31	Leslie	Nowlin	HR Manager, 9 & 10 News
✓	32	Steve	Perdue	President & CEO, Grand Traverse Industries -GTI
✓	33	Sue	Peters	Vice President-Human Resources, Munson Medical Center
✓	34	Bob	Scheele	Vice President, Central Labor Council
✓	35	Richard	Schmidt	County Commissioner, Manistee
✓	36	Gabe	Schneider	Trustee, Cherryland Electric Co-op
	37	Matt	Skeels - excused	Manager, Benzie County Road Commission
	38	Dean	Smallegan - excused	County Commissioner, Missaukee
	39	Jim	Smith - excused	Controls Designer, Tool North Inc
✓	40	Patricia	Soutas-Little	County Commissioner, Leelanau
	41	Clint	Steele	Plumber & Pipefitter, UAW Local 85
	42	Kelli	Stepka - excused	Human Resource Manager, Cherry Republic

✓	43	Nicole	Sulak	Director of Accounting, Munson Medical Center
	44	Rob	Summers- excused	Senior Business Advisor, MI Manufacturing Technology Center
✓	45	Trevor	Tkach	President, Traverse City Tourism
✓	46	Ben	Townsend	Commissioner, Wexford County
	47	Chris	Warren	General Manager, Midwest Broadcasting Company
	48	Chuck	Welch	Parole Field Supervisor, State of MI Dept of Corrections

<b>Staff and Guests</b>				
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#	First Name	Last Name	Title & Agency
✓ 1	Bill	Tucker	Maner Costerisan
✓ 2	Matt	McCauley	Networks Northwest
✓ 3	Denise	Culman	Networks Northwest
✓ 4	Darla	Rowland	Networks Northwest
✓ 5	Terry	Vandercook	NW MI Works!
✓ 6	Rob	Carson	Networks Northwest
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