

# NETWORKS NORTHWEST BOARD

**DRAFT - MEETING MINUTES - DRAFT**

**Zoom Meeting**

**Monday, February 1, 2021**

**Present:** Sean Adams; Eric Bachmann; Jim Barnard; Ken Bollman; Stacie Bytwork Michael Cain; Chris Christensen; Alan Cooper; David Cox; Doug DeYoung; Kelly Dunham; Dave Emmel; Mary Faculak; Bryce Hundley; Art Jeannot; Chip Johnston; Bill Kennis; Jane Korthase; Kristine Lagios; Pat Lamb; Shaun Lamp; Lisa Leedy; Doug Luciani; Charlie MacInnis; Steve Perdue; Sue Peters; Richard Schmidt; Gabe Schneider; Matt Skeels; Dean Smallegan; Nicole Sulak; Rob Summers; Trevor Tkach; Ben Townsend; Chuck Welch.

**Absent:** Jamie Al-Shamma; Ed Boettcher; Gary Fedus; Kohn Fisher; Scott LaDeur; Leslie Nowlin; Bob Scheele; Clint Steele; Kelli Stepka; Jim Smith; Patricia Soutas-Little; Chris Warren.

**Staff present:** Matt McCauley; Terry Vandercook; Denise Culman; Darla Rowland; Steve Shugart; Lisa Schut; Evelyn Spzliet.

**Guests present:** Janie McNabb

## **Call to Order and introductions**

M. McCauley, CEO, called the meeting to order at 5:01 p.m. and welcomed everyone to the Zoom meeting.

## **Public Comment**

None.

## **Networks Northwest/ Northwest Workforce Development Board Officers Election**

M. McCauley stated that board officer elections are held every year and that officers must be classified as Workforce Development Board Members. He then asked for nominations for the Chair and Vice-Chair positions.

Motion by L. Leedy, supported by C. Johnston, to elect Sue Peters as Chair to the Workforce Development Board. No other nominations were provided. Motion passed unanimously by the Northwest MI Workforce Development Board.

Motion by D. Emmel, supported by L. Leedy, to elect Bill Kennis as Vice Chair to the Workforce Development Board. No other nominations were provided. Motion passed unanimously by the Northwest MI Workforce Development Board.

## **New At-Large board members**

S. Peters introduced the memo suggesting new at-large members to the Board and asked for a motion to approve. M. McCauley asked if the motion could be amended to add one more board member – Rob Larrea, Suttons Bay Village Manager.

Motion by M. Cain, supported by B. Kennis, to approve the New At-Large Board members to the Networks Northwest Board with the amendment to add Rob Larrea. Motion passed unanimously.

## **Networks Northwest Board Minutes of December 7, 2020**

S. Peters asked if there were any additions or corrections to the Networks Northwest Board meeting minutes of December 7, 2020. Hearing none, she asked for approval.

Motion by M. Cain, supported by R. Schmidt, to approve the Networks Northwest Board meeting minutes for December 7, 2020 as presented. Motion passed unanimously.

**Consent Agenda**

S. Peters asked if there were any items requested for removal from the Consent Agenda for discussion beyond a simple question.

- a. Executive Committee meeting minutes of 1/4/21
- b. Networks Northwest/NW Michigan Works! dashboard as of 11/30/20

Motion by K. Bollman, supported by C. Welch, 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.

**Finance Report**

D. Rowland presented the Finance Committee reports.

- a. Networks Northwest/NW Michigan Works! dashboard as of 12/31/20

Motion by M. Cain, supported by B. Hundley, to accept the Networks Northwest/NW Michigan Works! Dashboard as of 12/31/20 as presented. Motion passed unanimously.

- b. Networks Northwest budget report of 12/31/20
- c. Northwest Michigan Works! Inc. budget report of 12/31/20

Motion by B. Kennis, supported by M. Cain, to accept the Networks Northwest Budget report and Northwest Michigan Works! budget report as of 12/31/20 as presented. Motion passed unanimously.

**2021 Attendance Policy**

M. Cain presented the 2021 board attendance policy for consideration by the Board.

Motion by S. Perdue, supported by C. Welch, to approve the 2021 Networks Northwest Attendance Policy. Motion passed unanimously.

**Northwest Strategic Agenda for Talent**

T. Vandercook presented background of the strategic plan and introduced Janie McNabb to present the recommended approach to the Board. Brief discussion ensued.

Motion by B. Kennis, supported by L. Leedy, to approve the Northwest Strategic Agenda for Talent. Motion passed unanimously.

**WIOA/TIA Policy Compliance Part II**

T. Vandercook presented additional Workforce Development Board policies for the Board to consider. M. McCauley stated that historically, the development and approval of local policy has been a function of administrative staff. However, per the State, content within certain policies must now be approved by the local workforce board.

Motion by K. Bollman, supported by D. Emmel, to approve WIOA/TIA Policy Compliance Part II. 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 6:05 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- excused	Executive Vice President, Bay Construction
✓	3	Eric	Bachmann	Regional Manager, MI Rehabilitation Services
✓	4	Jim	Barnard	Owner, Barnard Engineering
	5	Ed	Boettcher	Antrim County Commissioner
✓	6	Ken	Bollman	President, Saber Too
✓	7	Stacie	Bytwork	Executive Director, Manistee Area Chamber of Commerce
✓	8	Michael	Cain	Manager, City of Boyne City
✓	9	Chris	Christensen	County Commissioner, Charlevoix
✓	10	Alan	Cooper	Manager, Wexford County Road Commission
✓	11	Dave	Cox	Superintendent, Wexford/Missaukee ISD & Manistee ISD
✓	12	Doug	DeYoung	Community Affairs Manager, Consumers Energy
✓	13	Kelly	Dunham	Executive Director, Bay Area Transportation Authority
✓	14	Dave	Emmel	President, Northern Lakes Economic Alliance
✓	15	Mary	Faculak	President, East Jordan Chamber of Commerce
	16	Gary	Fedus- excused	President, Mitchell Graphics
	17	Kohn	Fisher	Chair, Kalkaska County
✓	18	Bryce	Hundley	Commissioner, Grand Traverse County
✓	19	Art	Jeannot	Commissioner, Benzie County
✓	20	Chip	Johnston	Executive Director, Centra Wellness (Manistee/Benzie Community Mental Health)
✓	21	Bill	Kennis	Executive Director, Benzie Transportation Authority
✓	22	Jane	Korthase	Human Resources Director, Grandvue Medical Care Facility
	23	Scott	LaDeur	Professor, North Central Michigan College
✓	24	Kristine	Lagios	DHS Director, DHS -Benzie & Manistee Counties
✓	25	Pat	Lamb	Principal, TBA ISD CTC
✓	26	Shaun	Lamp	CEO, Truestream
✓	27	Lisa	Leedy	Owner, Sky Telecom
✓	28	Doug	Luciani	Vice-President, Cunningham-Limp Development
✓	29	Charlie	MacInnis	Commissioner, Emmet County
	30	Leslie	Nowlin	HR Manager, 9 & 10 News
✓	31	Steve	Perdue	President & CEO, Grand Traverse Industries -GTI
✓	32	Sue	Peters	Vice President-Human Resources, Munson Medical Center
	33	Bob	Scheele	Vice President, Central Labor Council
✓	34	Richard	Schmidt	County Commissioner, Manistee
✓	35	Gabe	Schneider	Trustee, Cherryland Electric Co-op
✓	36	Matt	Skeels	Manager, Benzie County Road Commission
✓	37	Dean	Smallegan	County Commissioner, Missaukee
	38	Jim	Smith - excused	Controls Designer, Tool North Inc
	39	Patricia	Soutas-Little- excused	County Commissioner, Leelanau
	40	Clint	Steele	Plumber & Pipefitter, UAW Local 85
	41	Kelli	Stepka - excused	Human Resource Manager, Cherry Republic
✓	42	Nicole	Sulak	Director of Accounting, Munson Medical Center

✓	43	Rob	Summers	
✓	44	Trevor	Tkach	
✓	45	Ben	Townsend	Commissioner, Wexford County
	46	Chris	Warren	General Manager, Midwest Broadcasting Company
✓	47	Chuck	Welch	Parole Field Supervisor, State of MI Dept of Corrections

**Staff and Guests**

	#	First Name	Last Name	Title & Agency
✓	1	Janie	McNabb	Strategic Policy Consultants
✓	2	Matt	McCauley	Networks Northwest
✓	3	Denise	Culman	Networks Northwest
✓	4	Steve	Shugart	Networks Northwest
✓	5	Darla	Rowland	Networks Northwest
✓	6	Terry	Vandercook	NW MI Works!
✓	7	Lisa	Schut	NW MI Works!
✓	8	Evelyn	Szpliet	NW MI Works!
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