

# NETWORKS NORTHWEST BOARD

## MEETING MINUTES

Monday, October 10, 2016

### Roll Call

**Present:** Eric Bachmann; Ken Bollman; Michael Cain; Coury Carland; Chris Christensen; Alan Cooper; Michael Crawford; Gary Fedus; Mike Hill; Beth Holmes-Bozung; Mike Groleau; Rachel Johnson; Gene Kaminski; Caroline Kennedy; Bill Kennis; Jane Korthase; Kristine Lagios; Doug Luciani; Christine Maxbauer; Tim Nelson; Leslie Nowlin; Ken Osborne; Doug Parkes; Tracy Peal; Sue Peters; Mike Powers; Bob Scheele; Richard Schmidt; Jim Smith; Marsha Smith; Nicole Sulak; John Stephenson; Bill Tencza; Tom Vine; Barb VonVoigtlander; Chris Warren; Kim Weckesser; Chuck Welch; Ty Wessell; Betty Workman.

### Absent:

Jamie Al-Shamma; Mike Ascione; Jim Barnard; Jim Cook; Amanda Hawthorn; Andy Hayes; Les Housler; Paul Hresko; Art Jeannot; Jeff Jennette; Tom Johnson; Douglas Mansfield; Stuart McKinnon; Josh Mills; Joe Moch; Pam Niebrzydowski; Steve Perdue; Clint Steele; Kelli Stepka; James Tamlyn; Joe Williams.

**Staff present:** Elaine Wood; Terry Vandercook; Darla Rowland; Denise Culman; Matt McCauley; Scott Gest; Anne Helbig; Sarah Lucas; Steve Shugart.

**Guests present:** Tom Slater; Casey Cowell, Russell Schindler; Ben Munger.

### Call to Order and introductions

Gary Fedus, Chair, called the meeting to order at 5:30 p.m. and welcomed everyone to the meeting. Quality Assurance Committee presentation was added to the agenda.

### Public Comment

None.

G. Fedus asked Chris Christensen to display the Board of Excellence Award that was conferred upon the board at the annual Michigan Works conference on October 4, 2016 and to tell the board about the conference in general. C. Christensen made a few comments, and E. Wood thanked all the board members who attended.

### Networks Northwest Minutes of August 8, 2016

G. Fedus asked if there were any additions or corrections to the Networks Northwest minutes of August 8, 2016. Hearing none, he asked for approval.

Motion by S. Peters, supported by R. Schmidt, to approve the Networks Northwest minutes for August 8, 2016 as presented. Motion passed unanimously.

### Consent Agenda

- a. CEO report
- b. Northwest Michigan Works! Dashboard
- c. Quality Assurance Committee minutes of 9/12/16
- d. Executive Committee Minutes of 9/12/16
- e. Traverse Transportation Coordinating Initiative (TTCI) Report

There were no requests to remove any item(s) from the consent agenda.

E. Wood provided a brief verbal report on some of the items on the consent agenda. Questions were answered.

Motion by M. Cain, supported by D. Parkes, to accept the consent agenda. Motion passed unanimously.

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

None.

### **Finance Committee Report**

S. Perdue, Committee Chair, was not able to attend so D. Rowland, Director of Finance, presented the Finance Committee report. Darla 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 8/31/16

Motion by R. Schmidt, supported by K. Bollman, to accept the Networks Northwest Budget report 8/31/16 as presented. Motion passed unanimously.

- b. Northwest Michigan Works!, Inc. budget report of 8/31/16

Motion by A. Cooper, supported by R. Schmidt, to accept the Northwest Michigan Works! Inc. budget report 8/31/16 as presented. Motion passed unanimously.

### **Quality Assurance Committee Report**

Committee Chair, Jane Korthase was unable to attend the committee meeting, so committee member Chuck Welch gave the report of their September 12, 2016 meeting.

He first presented the Northwest Michigan Works! Dashboard for the completed year of 7/1/15 – 6/30/16.

Motion by C. Welch, supported by A. Cooper, to accept the Northwest Michigan Works! Dashboard. Motion passed unanimously.

He then presented summary information about the monitoring reports the committee had reviewed: PTAC Audit; PTAC Performance Review; Workforce Development Agency (WDA) Cycle I Monitoring Report.

Motion by C. Welch, supported by C. Carland, to accept the PTAC Audit, PTAC Performance Review, and WDA Cycle I Report. Motion passed unanimously.

C. Welch reported that the committee had an education/focus session on the Adult Education Program and briefly reported on the content and value of that session.

### **Executive Committee report**

Committee Chair, Sue Peters, gave the Executive Committee Report of their meeting on September 12, 2016.

- a. At-Large Member Appointments: She began with the committee's recommendation to fill three currently-vacant seats and briefly reviewed that their Bios were in the board packet.

Motion by S. Peters, supported by K. Osborne, to appoint Mike Groleau (representing Manufacturing), and Caroline Kennedy and Barb VonVoightlander (both representing Villages) to the Networks Northwest Board as At-Large Members for three year terms ending 12/31/19. Motion passed unanimously.

- b. Reappointment of At-Large Board Members: S. Peters then reviewed, from the board packet, the ten at-Large board members whose terms expired either 12/31/15 or will soon expire on 12/31/16. She reminded the board that these seats were originally appointed for staggered 1, 2, or 3 year terms so they would not all expire at the same time, and that subsequent appointments shall be for three-year terms.

Motion by S. Peters, supported by M. Crawford, to reappoint the ten at-large members as indicated in the board packet, for three year terms from the date of each one's initial term expiration. Motion passed unanimously.

- c. 2017 Board & Committee Meeting Schedule: S. Peters reviewed the proposed 2017 board and committee meeting schedule. It is very similar to 2016 with the exception that the Quality Assurance Committee will begin meeting before the full board meetings instead of in the alternate months.

Motion by M. Cain, supported by B. Holmes-Bozung, to adopt the 2017 Board & Committee Meeting Schedule as presented. Motion passed unanimously.

- d. Succession Planning:  
S. Peters reported that the committee is working closely with E. Wood on succession planning for executive and management level positions over time. She said the committee has reviewed a lot of information about the agency's history with succession planning, the importance of it in general and specifically for Networks Northwest, and discussed the agency's long-standing emphasis on building internal strength and promoting from within. New talent is also brought in from the outside and the committee reviewed examples of those in recent history. She reported that the committee will be bringing further information to the board's December meeting.

### **Major strategic discussion topic: Growth & Investment**

- a. Prosperity Index Committee report: Growth & Investment Areas:  
Committee Chair, Ken Osborne gave a report on the committee's review of data concerning Growth and Investment areas throughout the region, and summarized the committee's discussion, much of which was about the problem of the data we could really use to our advantage not being available for a non-metropolitan area (such as patents held).

He called forth the visitors who had made a presentation to the committee about a fiber development project in the Greater Traverse City area, and asked them to give a brief talk about their initiative. He said the committee is recommending that the board adopt a Resolution of Support for fiber projects such as theirs.

Motion by M. Cain, supported by C. Carland, to adopt the Resolution of Support for High Speed Fiber Internet Connectivity, as presented by the committee. Motion passed unanimously.

He then turned it over to Scott Gest, Research Analyst, for a presentation about the data behind the Growth and Investment Areas.

- b. Discussion: From a regional perspective, what should our priorities be to best support local growth & investment?

The board members held a substantial discussion about advancing business growth throughout the region, with special emphasis on the importance of high speed fiber connectivity. Several initiatives in this vein around the region were discussed, and they varied in terms of approach and degree of public-private partnership. Discussion also entailed various elements of the Framework for our Future-Growth and Investment document from the Regional Prosperity Plan.

### **Board member comments; staff notices & 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 7:25 p.m.

Respectfully submitted,

*Denise Culman*

Denise Culman

Recording Secretary

Date: October 10, 2016

Check In Sheet

✓	#	First Name	Last Name	Title
	1	Jamie	Al-Shamma	Executive Vice President, Bay Construction
	2	Mike	Ascione - excused	CEO, American Waste
X	3	Eric	Bachmann	Regional Manager, MI Rehabilitation Services
	4	Jim	Barnard	Owner, Barnard Engineering
X	5	Kenneth	Bollman	President, Saber Tool Company
X	6	Michael	Cain	Manager, City of Boyne City
X	7	Coury	Carland	County Commissioner, Benzie
X	8	Chris	Christensen	County Commissioner, Charlevoix
	9	Jim	Cook - excused	Manager, Grand Traverse County Road Commission
X	10	Alan	Cooper	Manager, Wexford County Road Commission
X	11	Michael	Crawford	County Commissioner, Antrim
X	12	Gary	Fedus	President, Mitchell Graphics
X	13	Mike	Groleau	Co-owner/Project Manager, RJG, Inc
	14	Amanda	Haworth - excused	HR Director, Boyne Resorts
	15	Andy	Hayes - excused	President, Northern Lakes Economic Alliance
X	16	Mike	Hill	Superintendent, TBA ISD
X	17	Beth	Holmes-Bozung	Co-Owner, SafetyNet Inc
	18	Leslie	Housler	County Commissioner, Wexford
	19	Paul	Hresko - excused	HR Manager, Armor Express
	20	Art	Jeannot - excused	Owner, jdc Jeannot Development Company
	21	Jeff	Jennette - excused	Superintendent, Wexford-Missaukee & Manistee ISD
X	22	Rachel	Johnson	Public Affairs, Cherryland Electric
	23	Tom	Johnson	Partner, Landmark Development
X	24	Gene	Kaminski	HR Director, McLaren Northern Michigan
X	25	Caroline	Kennedy	Assistant Village Manager/Clerk, Village of Elk Rapids
X	26	Bill	Kennis	Executive Director, Benzie Transportation Authority
X	27	Jane	Korthase	Human Resources Director, Grandvue Medical Care Facility
X	28	Kristine	Lagios	DHS Director, DHS -Benzie & Manistee Counties
X	29	Doug	Luciani	President, TC Area Chamber; Northern MI Chamber Alliance
	30	Douglas	Mansfield	President, MI Township Association
X	31	Christine	Maxbauer	County Commissioner, Traverse City
	32	Stuart	McKinnon	County Commissioner, Kalkaska
	33	Josh	Mills - excused	Manager, City of Frankfort
	34	Joe	Moch	CEO, ACAT Global
X	35	Tim	Nelson	President, NMC
	36	Pam	Niebrzydowski	County Commissioner, Missaukee County
X	37	Leslie	Nowlin	HR System Administrator, Rec Boat Holdings LLC
X	38	Ken	Osborne	Vice President of Manufacturing, Boride Engineered Abrasive
X	39	Douglas	Parkes	Co-Owner, Kellie's Hallmark Shop
X	40	Tracey	Peal	Vice President, Hague Equipment company of MI Inc

	41	Steve	Perdue - excused	President & CEO, Grand Traverse Industries -GTI
X	42	Sue	Peters	Vice President-Human Resources, Munson Medical Center
X	43	Mike	Powers	Energy Solutions Consultant, Keene Technical Solutions
X	44	Bob	Scheele	Vice President, Central Labor Council
X	45	Richard	Schmidt	County Commissioner, Manistee
	46	Jim	Smith - excused	Controls Designer, Tool North Inc
X	47	Marsha	Smith	Executive Director, Rotary Charities & NorthSky Non-Profit Network
	48	Clint	Steele - excused	Plumber & Pipefitter, UAW Local 85
X	49	John	Stephenson	Executive Director, NW MI Community Action Agency
	50	Kelli	Stepka	Human Resource Manager, Cherry Republic
X	51	Nicole	Sulak	CPA, Plante Moran
	52	James	Tamlyn	County Commissioner, Emmet
X	53	Bill	Tencza	President, Cadillac Chamber; Northern MI Chamber Alliance
X	54	Tom	Vine	Plant Manager, Viking Energy
X	55	Barb	VonVoigtlander	Administrative Coordinator, Village of Northport
X	56	Chris	Warren	General Manager, Midwest Broadcasting Company
X	57	Kim	Weckesser	Director Human Resources, West Shore Medical Center
X	58	Chuck	Welch	Parole Field Supervisor, State of MI Dept of Corrections
X	59	Ty	Wessell	County Commissioner, Leelanau
	60	Joe	Williams	Owner/President, Williams Pumping Service
X	61	Betty	Workman	Owner, Vacation Trailer Park & Sales Inc

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	#	First Name	Last Name	Title
	1	Elaine	Wood	Networks Northwest
	2	Terry	Vandercook	Networks Northwest
	3	Matt	McCauley	Networks Northwest
	4	Darla	Rowland	Networks Northwest
	5	Steve	Shugart	Networks Northwest
	6	Denise	Culman	Networks Northwest
	7	Scott	Gest	Networks Northwest
	8	Tom	Slater	video services
	9	Casey	Cowell	Brassie International Group
	10	Russell	Schindler	SampleServe.com
	11	Ben	Munger	Business consultant
	12	Anne	Helbig	Networks Northwest
	13	Sarah	Lucas	Networks Northwest
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