

Networks Northwest Board

Annual Meeting Minutes

APPROVED Tuesday June 18, 2024 APPROVED

3:00 P.M. - 5:00 P.M.

Networks Northwest Conference Center

1209 South Garfield Avenue

Traverse City, Michigan 49686

Present

G. Fedus; P. Lamb; E. Lingaur; T. Miner; N. Sulak (Chair); C. Christensen; D. DeYoung; M. Cain; D. Smallegan; J. Reed; T. Markey; A. Olds; B. Kennis; J. Reed; T. Tkach; R. Schmidt; B. Hefferan; R. Hill; D. Mapes; B. Scheele; B. Townsend

Not Present

M. Faculak; K. Fisher; D. Rexroat; K. Andrews; C. Johnston; L. Nolan; M. Roman; R. Schultz; C. Steele; S. Bytwork; M. Castiglione; L. Flynn; L. Leedy (Vice Chair); B. Peacock; C. Stark

Staff Present

D. Rowland; D. O'Dell; J. McNabb, J. Willis; C. Guinan; S. Shugart

Call to Order and Introductions

N. Sulak called the meeting to order at 3:05 P.M. and led introductions.

Public Comment

No comment.

Approval of Networks Northwest Special Board April 16, 2024 Draft Meeting Minutes

Motion by B. Kennis, supported by G. Fedus, to approve the April 16, 2024 Draft Meeting Minutes. No discussion. Motion passed unanimously.

Presentation of State Workforce Development Plan

Susan Corbin, Director of Michigan Department of Labor and Economic Opportunity, presented the State Workforce Plan broken down into three pillars. McNabb elaborates more on this plan and focused on the key highlights of the three pillars. Discussion ensued.

Regional Workforce Plan Ad Hoc Committee

N. Sulak informs the board the development of the Regional Workforce Plan Ad Hoc Committee. The purpose of this committee is to focus our regional alignment with the State Workforce Plan. These results will then be a single aligned plan, states Sulak. Volunteered members for the Regional Workforce Plan Ad Hoc Committee include the following: Pat Lamb, Annie Olds, Merek Roman, Jason Reed, Doug DeYoung, Todd Miner, and Lauren Flynn. The Regional Workforce Plan Ad Hoc Committee is open to more volunteers. No further

Antrim Benzie Charlevoix Emmet Grand Traverse Kalkaska Leelanau Manistee Missaukee Wexford
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Adult Education grant alignment

J. Willis presented the Adult Education grant alignment. This four-year grant is administered and operated by both Networks Northwest and Northwest Michigan Works! and funded by Michigan Department of Labor & Economic Opportunity (LEO). In order to allow the adult education program in coordination with workforce development programs, the board must review this grant application. No further discussion.

Motion by B. Kennis, supported by G. Fedus to Approve the Adult Education grant alignment from Michigan Department of Labor & Economic Opportunity (LEO). No discussion. Motion passed unanimously.

Financial Reports

D. Rowland presented the financial dashboard and reports. Rowland noted that APEX Accelerators and Collaborative Development Council (CDC) have a new funding year. No further discussion.

Motion by J. Reed, supported by T. Markey to Approve the Financial reports as presented. No discussion. Motion passed unanimously.

Audit Report

D. Rowland introduced Bill Tucker, Principal, from Maner Costerisan. Tucker provides the summary results of Networks Northwest, which had scored the highest rating with no material weaknesses or findings. Tucker also presented Northwest Michigan Works! summary results which also had no material weaknesses or findings. B. Scheele compliments the audit and financial committee. Discussion ensued.

Motion by B. Scheele, supported by B. Kennis to Approve the Audit Reports from Maner Costerisan for Networks Northwest and Northwest Michigan Works! as presented. No discussion. Motion passed unanimously.

CEO Board Report

J. McNabb discussed how her focus for the CEO board report will align with the current Strategic Plan. One of her main focuses has been communication. McNabb stated that she has brought on Dana O'Dell as Communications Coordinator and their focus on brand awareness with an emphasis on increasing social media content with graphic design. P. Lamb compliments the increase of social media content and engagement. Discussion ensued.

Board Comment

N. Sulak announced that board member, Caitlyn Stark had a healthy baby boy. Discussion ensued.

Correspondence

N.Sulak mentioned the correspondence attached in the board packet. No discussion.

Adjourn

Meeting adjourned by N. Sulak at 4:05 P.M.

Respectfully Submitted,
Dana O'Dell
Administration and Communications Coordinator