

NETWORKS NORTHWEST BOARD

MEETING MINUTES

Monday, February 12, 2018

Roll Call

Present: Eric Bachmann; Lee Ballard; Ken Bollman; Michael Cain; Coury Carland; Chris Christensen; Gary Fedus; Mike Groleau; Andy Hayes; Jason Jeffrey; Caroline Kennedy; Gene Kaminski; Bill Kennis; Jane Korthase; Michael MacCready; Tom Mair; Tim Nelson; Leslie Nowlin; Ken Osborne; Doug Parkes; Steve Perdue; Sue Peters; Kim Pontius; Doug Rath; Dean Smallegan; Marsha Smith; Clint Steele; John Stephenson; Nicole Sulak; Kim Weckesser; Betty Workman.

Absent:

Diane Allington; Jamie Al-Shamma; Mike Ascione; Jim Barnard; Ed Boettcher; Stacie Bytwork; Jim Cook; Alan Cooper; Elizabeth Dewey; Amanda Hawthorn; Paul Hresko; Jeff Jennette; Kristine Lagios; Chuck Lombardo; Doug Luciani; Douglas Mansfield; Stuart McKinnon; Josh Mills; Joe Moch; Tracy Peal; Mike Powers; Richard Schmidt; Bob Scheele; Jim Smith; John Stakoe; Kelli Stepka; Tom Vine; Barb VonVoigtlander Chris Warren; Chuck Welch; Ty Wessell.

Staff present: Matt McCauley; Denise Culman; Terry Vandercook; Anne Helbig; Steve Shugart; Sarah Lucas.

Guests present: Tom Slater (meeting videographer)

Call to Order and introductions

Gary Fedus, Chair, called the meeting to order at 5:30 p.m. and welcomed everyone to the meeting. G. Fedus stated the addition of a "CEO Report" to the consent agenda.

Public Comment

None.

Networks Northwest Minutes of December 11, 2017

G. Fedus asked if there were any additions or corrections to the Networks Northwest minutes of December 11, 2017. Hearing none, she asked for approval.

Motion by D. Parkes, supported by S. Peters, to approve the Networks Northwest minutes for December 11, 2017 as presented. Motion passed unanimously.

Matt McCauley then gave a short verbal CEO report. He stated that a written report would be added to the Consent Agenda going forward.

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.

- a. Workforce Development Board minutes of 1/8/18
- b. Finance/Audit Committee minutes of 12/11/17
- c. County Consortium Meeting minutes of 12/11/17
- d. Executive Committee minutes of 1/8/18

Motion by B. Bollman, supported by K. Osborne, to accept the consent agenda. Motion passed unanimously.

Item(s) pulled from the Consent Agenda

None.

Finance Committee Report

S. Perdue presented the Finance Committee report. He stated that the committee didn't meet before the meeting. He went over the budgets and expenditures are all in good order. Questions were answered.

a. Networks Northwest budget reports of 12/31/17

Motion by S. Perdue, supported by D. Parkes, to accept the Networks Northwest budget report of 12/31/17 as presented. Motion passed unanimously.

b. NW Michigan Works! Inc. budget reports of 12/31/17

Motion by S. Perdue, supported by C. Carland, to accept the NW Michigan Works! Inc. budget report of 12/31/17 as presented. Motion passed unanimously.

M. McCauley informed the board that the annual notification of audit letters were available for anyone that would like a copy.

U.S. Department of Commerce – EDA Grant Application

Sarah Lucas presented information on the U.S. Department of Commerce- Economic Development Administration. She stated that EDA has increased the amount that Networks Northwest is eligible to apply for, and has moved Networks Northwest to a three-year grant cycle. The total grant amount, if awarded, would be \$210,000, including local match of \$90,000.

To process the application, the EDA requested that the Networks Northwest Board to authorize the NWMCOG Board Chair as the designated signatory for the application, award, and related documents; and to commit local match dollars in the amount of \$30,000 annually for the next three years, totaling \$90,000. Local funds are designated for this use.

"The governing body of Northwest Michigan Council of Governments, dba Networks Northwest, authorizes Chris Christensen, NWMCOG Board Chair, to act in behalf of this entity to sign and submit grant applications and related documents for the US Department of Commerce's Economic Development Administration Partnership Planning Program.

The governing body of Northwest Michigan Council of Governments, dba Networks Northwest, authorizes and certifies the Northwest Michigan Council of Governments dba Networks Northwest to make available no less than thirty thousand dollars (\$30,000) annually for the next three years, totaling ninety thousand dollars (\$90,000), for the purposes of cash match to the 2018 US Department of Commerce- Economic Development Administration Partnership Planning grant."

Motion by M. Cain, supported by D. Smallegan, to approve the U.S. Department of Commerce – EDA Grant Application as stated above. Motion passed unanimously.

Strategic discussion topic: 2018 Networks NW Board Meetings

Sarah Lucas and Matt McCauley led an instant surveying exercise with board members that provided insight on what topics and meeting format are preferential to the Networks Northwest Board in 2018.

Board member and staff comments & announcements

None.

Executive Committee report

Motion by D. Parkes, supported by K. Bollman, to go into closed session to discuss legal and property issues related to the Beaver Island Lighthouse School. Motion passed unanimously by roll call vote.

Committee members discussed legal and property issues related to the Beaver Island Lighthouse School. No decisions were made and no board action was taken. Following the discussion, Board Chair Gary Fedus ended the closed session and reopened the meeting.

Correspondence

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

Adjourn

The meeting was adjourned by consensus at 7:40 p.m.

Respectfully submitted,

Denise Culman

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Recording Secretary

Check In Sheet

✓	#	First Name	Last Name	Title
	1	Diane	Allington- excused	Owner, Master Craft Extrusion Tools, Inc
	2	Jamie	Al-Shamma	Executive Vice President, Bay Construction
	3	Mike	Ascione - excused	CEO, American Waste
✓	4	Eric	Bachmann	Regional Manager, MI Rehabilitation Services
✓	5	Lee	Ballard	
	6	Jim	Barnard	Owner, Barnard Engineering
	7	Ed	Boettcher	Antrim County Commissioner
✓	8	Kenneth	Bollman	President, Saber Tool Company
	9	Stacie	Bytwork - excused	Executive Director, Manistee Area Chamber of Commerce
✓	10	Michael	Cain	Manager, City of Boyne City
✓	11	Coury	Carland	County Commissioner, Benzie
✓	12	Chris	Christensen	County Commissioner, Charlevoix
	13	Jim	Cook	Manager, Grand Traverse County Road Commission
	14	Alan	Cooper - excused	Manager, Wexford County Road Commission
	15	Elizabeth	Dewey	Human Resources Manager, Kalkaska Screw Products, Inc
✓	16	Gary	Fedus	President, Mitchell Graphics
✓	17	Mike	Groleau	Co-owner/Project Manager, RJG, Inc
	18	Amanda	Haworth	HR Director, Boyne Resorts
✓	19	Andy	Hayes	President, Northern Lakes Economic Alliance
	20	Paul	Hresko	HR Manager, Armor Express
✓	21	Jason	Jeffrey	Assistant Superintendent of Career & Technical Education, TBAISD
	22	Jeff	Jennette - excused	Superintendent, Wexford-Missaukee & Manistee ISD
✓	23	Gene	Kaminski	HR Director, McLaren Northern Michigan
✓	24	Caroline	Kennedy	Assistant Village Manager/Clerk, Village of Elk Rapids
✓	25	Bill	Kennis	Executive Director, Benzie Transportation Authority
✓	26	Jane	Korthase	Human Resources Director, Grandvue Medical Care Facility
	27	Kristine	Lagios	DHS Director, DHS -Benzie & Manistee Counties
	28	Doug	Luciani - excused	President, TC Area Chamber; Northern MI Chamber Alliance
	29	Chuck	Lombardo	Director of Marketing & Communications, Northern MI Chamber Alliance
✓	30	Michael	MacCready	County Commissioner, Wexford
✓	31	Tom	Mair	Grand Traverse County Commissioner
	32	Douglas	Mansfield	President, MI Township Association
	33	Stuart	McKinnon	County Commissioner, Kalkaska
	34	Josh	Mills	Manager, City of Frankfort
	35	Joe	Moch	CEO, ACAT Global
✓	36	Tim	Nelson	President, NMC
✓	37	Leslie	Nowlin	HR System Administrator, Rec Boat Holdings LLC
✓	38	Ken	Osborne	Vice President of Manufacturing, Boride Engineered Abrasive
✓	39	Douglas	Parkes	Co-Owner, Kellie's Hallmark Shop
	40	Tracey	Peal - excused	Vice President, Hague Equipment company of MI Inc
✓	41	Steve	Perdue	President & CEO, Grand Traverse Industries -GTI

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

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	#	First Name	Last Name	Title
✓	1	Matt	McCauley	Networks Northwest
✓	2	Denise	Culman	Networks Northwest
✓	3	Terry	Vandercook	Networks Northwest/NW Michigan Works!
✓	4	Anne	Helbig	Networks Northwest
✓	5	Steve	Shugart	Networks Northwest
✓	6	Sarah	Lucas	Networks Northwest
✓	7	Tom	Slater	Videographer
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