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**Networks Northwest Board**  
**MEETING MINUTES**

**Monday, December 5, 2022**

**Present**

**S. Adams; K. Bollman; S. Bytwork; M. Cain; M. Castiglione; C. Christensen; D. Cox, D. DeYoung; G. Fedus; B. Hundley; A. Jeannot; B. Kennis; P. Lamb; L. Leedy; E. Lingaur; T. Miner; M. Roman; B. Scheele; R. Schmidt; M. Skeels; D. Smallegan; J. Smith; P. Soutas-Little; N. Sulak; B. Townsend**

**Staff Present**

**T. Vandercook; A. Theriault; S. Shugart; J. Willis; D. Rowland; R. Carson; R. Dickinson; L. Bloem; C. Fairbanks; C. Nelson; L. Schut; B. Lee; E. Szpliet; G. Zuberbier; C. Guinan**

**Guest Present**

**W. Smith, E. Wood**

**Call to Order & Introductions**

B. Kennis called the meeting to order at 5:30 p.m. and led roundtable introductions.

**Public Comment**

Marcelle Marcelletti with Job Corps in Grand Rapids Michigan presented information about requirements for the youth Job Corps program.

**Networks Northwest Board Meeting Minutes of 10/24/2022**

B. Kennis presented the Networks Northwest Board meeting minutes of 10/24/2022, and asked for a motion to approve. M. Skeels motioned and E. Lingaur supported the motion. The motion passed unanimously.

**Items pulled from the Consent Agenda**

None.

**Consent Agenda**

B. Kennis presented the consent agenda and asked for a motion to approve. M. Cain motioned and B. Hundley supported. The motion passed unanimously.

**Auditor Selection**

D. Rowland presented the auditor selection for Networks Northwest and Northwest Michigan works! which are required to have separate audits. One proposal was submitted from Maner Costeisan. The proposal was evaluated based on the criteria set forth in RFP and the company was found to have a great deal of experience, have previously been easy to work with, and responsive to our needs. The RFP was for 1 year with 2 additional optional years. The finance committee's recommendation to the board was to accept the proposal for 1 year and then put the RFP back out to see additional bids for year 2 and 3. Discussions ensued on how to attain other

bids for auditors in the future. M. Cain motioned to accept the auditor selection as presented. S. Adams supported the motion. Motion passed unanimously.

### **Networks Northwest Membership and Meeting Schedule**

B. Kennis presented proposed changes to the Networks Northwest Board membership and meeting schedule.

The proposed membership changes include reducing the number of board members from 65 to 40 while forming a board Advisory Committee made up of 20 non-voting members and chaired by a voting Networks Northwest Board member. A lengthy discussion ensued. L. Leedy made a motion to accept the proposed changes to the board membership. Motion supported by D. Cox. Motion passed unanimously.

The proposed meeting schedule changes include reducing the number of Networks Northwest board meeting from 6 per year to 4 per year. Additionally, board meetings would be moved from a 5:30 p.m. start time to a 3:00 p.m. start time. Committee meeting schedules would be adjusted to best accommodate board members and the new meeting schedule. Discussion ensued. M. Cain made a motion to accept the proposed changes to the meeting schedule. P. Lamb supported the motion. Motion passed unanimously.

T. Vandercook explained he would be reaching out to each of the board members to discuss where they would best fit on the new board member roster and advisory committee.

### **Networks Northwest Strategic Planning**

W. Smith presented an update to the Networks Northwest Board's strategic planning process. The update included the results from a recent board member survey. During the update, board members and staff participated in a brainstorming exercise focused on idea generation around "What is possible" for the board, agency, and region over the next 1 – 2 year period. The information collected during the brainstorming session will be compiled to draft strategic priorities that will be presented at a future Networks Northwest board meeting.

### **Board member comments, staff notices, and announcements**

B. Kennis asked for any announcements. No announcements.

### **Correspondence and CEO Report**

B. Kennis encouraged board members to review correspondence and CEO report with in packet.

### **Adjourn**

Adjourned by B. Kennis at 7:25 P.M.

Respectfully submitted,

Alisha Theriault,

Administrative Assistant