

**Networks Northwest Board
Meeting Minutes**

Tuesday, December 12, 2023

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

Networks Northwest Conference Center
1209 South Garfield Avenue
Traverse City, Michigan 49686

Present

S. Bytwork; M. Castiglione; G. Fedus; B. Hefferan; P. Lamb; E. Lingaur; D. Mapes; T. Miner; B. Scheele; R. Schmidt; C. Stark; N. Sulak (Chair); B. Townsend; C. Christensen; C. Johnston; B. Kennis; L. Leedy (Vice Chair); L. Flynn; B. Peacock; R. Schultz

Not Present

M. Faculak; K. Fisher; L. Nolan; J. Reed; D. Rexroat; M. Cain; D. DeYoung; R. Hill; A. Olds; M. Roman; C. Steele; K. Andrews; J. Reed; D. Smallegan; T. Markey; T. Tkach

Staff Present

D. Rowland; S. Shugart; T. Vandercook; R. Carson; J. Willis; C. Guinan; D. O'Dell; S. Ward; E. Szplict

Guests Present

N. Muise- Kielkucki; Maya Haptas; Maura Kay (Fourth Economy)

Call to Order and Introductions

N. Sulak called the meeting to order at 3:03 P.M. and led introductions.

Public Comment

None

Approval of Networks Northwest Board Sept 19, 2023 Draft Meeting Minutes

Motion by L. Flynn, supported by P. Lamb, to approve the September 19, 2023 Draft Meeting Minutes with edits. No discussion. Motion passed unanimously.

Approval of Networks Northwest Board and Committee Schedule 2024

T. Vandercook presented Networks Northwest Board and Committee Schedule for 2024. No Discussion. Motion passed unanimously

Motion by L. Leedy, supported by B. Kennis, to approve the Networks Northwest Board and Committee Schedule for 2024. No discussion. Motion passed unanimously.

Networks Northwest Chief Executive Officer Search Update/Timeline

N. Sulak proceeded with the progress of the Networks Northwest Chief Executive Officer (CEO) Search Update. Sulak informed that interviews of potential top candidates would begin January 12, 2024 and a

special meeting will be scheduled accordingly. Discussion ensued.

Interim CEO Appointment

N. Sulak discussed T. Vandercook's resignation and appointed Darla Rowland, Chief Financial Officer, as the new Interim CEO. No discussion.

Motion by B. Hefferen , supported by R. Schmidt, to accept the new Interim CEO. No discussion. Motion passed unanimously.

Consent Agenda

N. Sulak presented Consent Agenda. No discussion.

Motion by L. Flynn, supported by R. Schmidt, to accept the Consent Agenda. No discussion. Motion passed unanimously.

Financial Reports

D. Rowland provided a brief overview of the Financial Reports for October 31, 2023, included in the Board packet with the acknowledgment of the new fund TTCI MPO. Rob Carson, Regional Director of Community Development, further informed the board of what TTCI MPO is. Discussion ensued.

Motion by R. Schmidt, supported by G. Fedus, to accept the Financial Reports as presented. No discussion. Motion passed unanimously.

Strategic Site Readiness Program Grant Account Establishment

T. Vandercook provided an overview of the Strategic Site Readiness Program Grant Account Establishment, included in the Board packet. Discussion ensued.

Motion by B. Kennis, supported by C. Stark, to accept the Strategic Site Readiness Program Grant Account Establishment as presented. No discussion. Motion passed unanimously.

Adjusted Census Urban Boundary Agreements

R. Carson provided an overview of the Adjusted Census Urban Boundary Agreements. Discussion ensued.

Motion by L. Leedy , supported by L. Flynn, to authorize the Adjusted Census Urban Boundary Agreements. No discussion. Motion passed unanimously.

Career & Educational Advisory Council Bylaws and Presentation

S. Ward presented the Career & Educational Advisory Council (CEAC) Bylaws. Ward then acknowledged the CEAC Bylaws in need of approval among Board Members to pursue CEAC into 2024. She also recognized the deficiency of Business entities for the CEAC Board and explained that attendance can also be done via ZOOM. No Discussion.

Motion by L. Flynn, supported by E. Linguar, to approve the Career & Educational Advisory Council Bylaws as presented. No discussion. Motion passed unanimously.

Regional Outdoor Recreation Study Draft Report

T. Vandercook explained the importance of Outdoor Recreation in our area, with a December 31, 2023 Regional Outdoor Recreation Study Report finalization date. Nicole Muise-Kielkucki from Fourth Economy and

her team presented the draft report data and how the results of the Outdoor Recreation Survey helped with this process. Discussion ensued.

Michigan Department of Civil Rights Update

T. Vandercook explained that there are no further updates on the Michigan Department of Civil Rights complaint. No discussion.

CEO Board Report

T. Vandercook briefly discussed his end of year CEO Board Report. The discussion for funding from the State of Michigan and Department of Labor and Economic Opportunity (LEO) has provided funding for Electric Vehicle (EV) Jobs Academy Program. This program will help with the demand of workforce and in-demand positions. Vandercook announced that the Cadillac Northwest Michigan Works office has recently moved and expanded to a new Cadillac location and an open house is to be determined. Discussion ensued.

Board Comments

N. Sulak announced that this is T. Vandercook's last Board Meeting meeting and thanked him for his contributions to Networks Northwest. No discussion.

Correspondence

N. Sulak reminded members to review correspondence included in the Board packet.

Adjourn

Meeting adjourned by N. Sulak at 4:17 P.M.

Respectfully Submitted,
Dana O'Dell
Administrative Assistant