

**CAREER & EDUCATIONAL ADVISORY COUNCIL (CEAC)**

**MEETING MINUTES**

**February 28, 2018**

**9:00 a.m.**

University Center Gaylord  
80 Livingston Blvd  
Gaylord, Michigan

I. CALL TO ORDER – 9:00 a.m.

II. INTRODUCTIONS/ROLL CALL

**CEAC INVITED GUESTS PRESENT**

Mark Dombroski	Erine Adams	Courtney Willits
Dave Poletis	Erika Comerford	Libby Doering
Michele Andrews	Tony Nash	Julie Lavender
Dana McGrew	Terri Eckstein	
Joyce McCoy	Laura Percival	
Kathy Bodzick	Dawn Stone	

**CEAC INVITED GUESTS ABSENT**

Daniel Beltz	Christopher Hodges	Mike Stephenson
Sandra Jeannotte	Deborah Larson	

**REQUIRED REPRESENTATIVES PRESENT**

Collin Hoffmeyer-Michigan Works! Northeast Consortium Business Services Coordinator  
Evan Linskey-Labor Market Information (LMI)

**REQUIRED REPRESENTATIVES ABSENT**

Lydia Murray-Business Development Manager from the Michigan Economic Development Corporation

**STAFF PRESENT**

Laura Budreau, Field Operations Manager  
Yolanda Romel Administrative Assistant  
Amalia Harvey, Apprenticeship Success Coordinator

III. Approval of the December 4, 2017 Committee Minutes

New CEAC members were not able to vote until elected by the Workforce Development Board (WDB) therefore a quorum was not met and December minutes could not be approved.

IV. Changes from TDCC to CEAC

Laura Budreau welcomed and thanked the new members for volunteering to be on the CEAC. She explained the CEAC replaces the Talent District Career Council (TDCC). Budreau reviewed the CEAC policy with the group, which was included in the council packet. Budreau is the lead point of contact for the CEAC with the Talent Investment Agency (TIA).

Budreau stated that all CEAC members have to be voted in by the Workforce Development Board and added there are four non-voting individuals TIA requires to be invited to each CEAC meeting.

Budreau welcomed and introduced Evan Linskey. Linskey informed the CEAC that they can contact him regarding LMI questions or to request information.

Budreau stated that the CEAC allows for discretionary members as determined and voted on by the local Workforce Development Board.

Budreau reviewed the CEAC required metrics. The policy identifies minimum required metrics and the WDB will determine and approve local metrics. Budreau stated Michigan Works! Northeast Consortium have been providing Talent Tours, participate in Manufacturing Day events, and Career Expos. These activities are listed in the manager's report. Moving forward they will also be reported as part of the CEAC metrics. Budreau will report and submit metric reports bi-annually to TIA by July 15<sup>th</sup> and January 15<sup>th</sup>.

Budreau reviewed the Roles and Responsibilities table of the CEAC policy. Budreau asked the group to review the table to help recommend agenda items for future meetings based on the timing of grants. Group discussion followed and the subsequent suggestions made:

- The Carl D. Perkins Secondary Award recipients - Joyce McCoy stated the grant application is due April 1<sup>st</sup> and she will give an update in May.
- Federal Adult Education - McGrew explained the Federal Adult Education grant has to be filled out every 2-3 years. McGrew stated we submitted for this a year ago and this grant provides money for the traditional services Section 107, which includes the jail reading programs in Ogemaw and Alpena counties. McGrew said he will give a full update in May.
- Adult Education - McGrew explained that the Adult Education is a competitive bid process that needs to be submitted every three years. McGrew stated Houghton Lake will be applying for this grant this year. McGrew said they usually receive about \$200,000 for all 11 counties. In the past, three counties did not have any services. McGrew stated they have since increased the program, tripling the amount served.
- Michigan Works! Local Plans -Budreau added Michigan Works! Northeast Consortium 4-Year Local and Regional Plans must be reviewed by CEAC for input. Budreau will send both plans to the CEAC in the coming weeks for review and input. This will also be added to the May agenda for discussion.

V. Draft Bylaws

Budreau reviewed the CEAC Draft Bylaws with the council. Budreau stated that Dana McGrew will be the CEAC chairperson if approved by the Workforce Development Board. McGrew will attend WDB meetings and present a comprehensive CEAC report at each meeting.

VI. 61 (b) ISD Fiscal Agent Regional Strategic Plan

McGrew stated the 61 (b) ISD Fiscal Agent Regional Strategic Plan needs to be updated. McGrew explained this document must contain our in-demand clusters in order to recoup money. McGrew asked to establish a committee to include Daniel Beltz, Laura Percival, McCoy, Budreau, and Dawn Stone to update this plan. McGrew will get this document together and have everyone on the committee review it prior to the May meeting.

Budreau stated the plan must align and collaborate with the Michigan Works! 4-Year Local and Regional Plans in-demand sectors and occupations.

VII. 61c Grant

McCoy stated that Alpena Public Schools (APS) received a \$400,000 Career and Technical Education (CTE) Innovation and Equipment Grant from the Michigan Department of Education which will be used to start a Mechatronics & Design Lab program. McCoy added that another course geared towards the trades is the Algebra 1 and manufacturing course.

#### VIII. BSP Manager Update

Collin Hoffmeyer discussed talent tours, job fairs, and provided Regional Prosperity Initiative (RPI) updates.

Hoffmeyer stated talent tours are available to job seekers, out-of-school youth but with a focus still heavily on high school students.

Hoffmeyer stated the Career Fairs dates are set. There are as many if not more employers registered in all of our counties than last year. Hoffmeyer stated there is still space available and to contact your local BSP's to register. Hoffmeyer stated if an employer has immediate or specific staffing needs Michigan Works! can house individual job fairs. Hoffmeyer stated there are 7 different Michigan Works! offices and there is no charge for the individuals or employers for this service.

Hoffmeyer reported the Governor just rolled out the Marshall Plan, which is a \$100 million, five year plan, to close the talent gap and prepare young people for high wage, high demand technical jobs.

Hoffmeyer gave details that the RPI Michigan College Access Network (MCAN) Career Advisor grant did not get approved. However, RPI is preparing a survey to disperse to high school seniors throughout the region, which will highlight the reasons why students choose to go or not to go to college. In addition, the survey will identify why students selected the college and what major obstacles they are facing going forward. Hoffmeyer explained students that complete the survey become eligible to be entered into a drawing for a \$1,000 scholarship payable to the college they attend. One scholarship is available per county.

#### IX. Round Table:

Amelia Harvey - Michigan Works! Northeast Consortium Apprenticeship Success Coordinator offered her services to the council.

Joyce McCoy from Alpena Public Schools - passed out information on the Career & Technical Education and the Mechatronics & Design Lab programs offered at Alpena Public Schools.

Dave Poletis - stated he is having issues finding employees because no one wants to drive outside their local area.

Courtney Willits from Cutting Edge Computers - stated she is having trouble hiring new people that know computers and have people skills.

Michele Andrews from North Central Michigan College - stated she was excited to celebrate their first year in their new Gaylord location.

Kathy Bodzick of Michigan Rehabilitation Services - stated since WIOA rolled out she is even more involved in the schools. Bodzick reported getting students into the Michigan Career Technical Institute for college training and partnering with different employers to provide on-the-job training for students from 10<sup>th</sup> grade to adults up to-80 years old.

Mark Dombrowski from Industrial Arts Institute (IAI) - reported on training opportunities available at the school, upcoming youth summer camps, is hosting the second high school welding competition on April 20<sup>th</sup> and working toward 501c(3) nonprofit status.

Erika Comerford of Carmeuse Lime & Stone - stated that they will be recruiting 6-22 new employees. They are facing a lot of challenges finding employees. Erika stated they are offering existing employees training to fill employment gaps and are trying to find the perfect balance between home life, work, and training.

Dana McGrew from Iosco Regional Educational Service Agency - stated two millages passed for building trades and teacher preparation.

#### X. Other Business

XI. Public Comment

XII. Next Meeting: May 23, 2018 at 9:00 a.m., at the Gaylord University Center, 80 Livingston Blvd., Gaylord, MI 49735

XIII. Adjourn

Meeting adjourned at 10:25 a.m.

LB/yr