

Minutes for the May 16, 2016 Joint Meeting of the Administrative and Workforce Development Boards

- I. Call to Order – 10:04 a.m.
- II. Prayer and Pledge of Allegiance
- III. Introductions/Roll Call

<u>Admin Present:</u>	<u>WDB Present</u>	<u>WDB Absent</u>
John Wallace Robert Schell Julie Powers-Gehman Larry Wilson Jamie McClain <u>Admin Absent:</u> Shelia Phillips Camille Nerkowski Stacy Carroll	Tom Trimmer Julie Sproul Dana McGrew Travis Brady Sheryl Coyne Laura Percival Eileen Tussey Lisa Bolen Eric Bachman Deb Larson Steve Schnell	Allen Nash Raymond LeClair Hal Neiman Greg Winter Gary Stevens Don Kissel Ann Burton John Diamond Becky Nash

Guests: Jim Tisdal (NCMC), Erika Comerford (Carneus), Tom Lutz (Carpenters Apprenticeship), Aleece Hodges, Denise Cline, Cindy Harrison (SAFCU), Stacey Weiderski (SAFCU), Senator Stamas

Staff:

Marisue Moreau, Director
 Kim Schultz, Administrative Assistant
 Laura Budreau, Field Operations Manager
 Alicia Wallace, Marketing Coordinator
 Nicole Chamberlain, Business Services Professional (BSP) Coordinator

- IV. Approval of the Administrative Meeting and Workforce Development Board February 22, 2016 Minutes.

Motion was made by Larry Wilson and seconded by Jamie McClain to approve the minutes of the February 22, 2016 Administrative Meeting and Workforce Development Board Meeting as presented.

Voted: All ayes

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Alpena County
 315 West Chisholm
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Cheboygan County
 11153 N Straits Hwy
 Cheboygan, MI 49721
 P 231.627.4303
 F 231.627.6111

Crawford County
 4595 Salling Drive
 Grayling, MI 49738
 P 989.348.8709
 F 989.348.4998

Oscoda County
 1329 S Mount Tom Rd
 Mio, MI 48647
 P 989.826-6107
 F 989.826.2191

Otsego & Montmorency County
 2927 D&M Drive
 Gaylord, MI 49735
 P 989.732.3886
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Presque Isle County
 20709 State Street
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There was no quorum for the WDB at start of meeting, so no vote was taken.

Before the next item requiring WDB action, more WDB members showed up resulting in a quorum. WDB members voted on approving minutes.

Motion was made by Dana McGrew and seconded by Julie Sproul to approve the minutes of the February 22, 2016 Administrative Meeting and Workforce Development Board as presented.

Voted: All ayes

V. Funding Updates

Marisue Moreau provided the financial report and budgets explaining each funding source. She explained some of the additional allocations will be spent on upgrading the phone system software, equipment upgrades and adding video conferencing to the offices.

- Master Budget
- PATH GF/GP
- Food Assistance (FAE&T)
- Prisoner Re-entry End date has been extended to September 30, 2016
- Wagner-Peyser
- Planning PATH
- Planning PATH GF/GP
- WIOA Statewide Activities
- WIOA Adult, DW and Youth
- Employment Services
- Trade (TAA)
- Sector Driven-(SD)-NEG
- Job Driven (JD)- NEG
- Career Jumpstart
- Federal Procurement
- Fixed Costs

Motion was made by Larry Wilson and seconded by Jamie McClain to accept the funding updates as presented.

Voted- All Ayes

VI. Approve the Continuation of WIOA Youth Contract with Alpena Public Schools

Laura Budreau spoke about Alpena Public School's performance, how they have been following the contract and any concerns staff have voiced. She recommended a continuation of the current contract for another program year.

A motion was made by Larry Wilson and seconded by Robert Schell to Approve the Continuation Alpena Public School's WIOA Youth contract for the Program Year 2016 (PY16).

Voted: All Ayes

VII. PY16 Allocations-Draft

Marisue presented the Draft allocations and explained how the states come by the dollar amounts. It is a complicated based formula. We also will have a significant decrease in the amount awarded for WIOA Youth.

A motion was made by Jamie McClain and seconded by Larry Wilson to approve the draft allocations as presented.

Voted: All Ayes

VIII. Approval of In Demand Occupation List

Nicole Chamberlain spoke about and explained the Demand Occupation List. Discussion followed that included adding Bus Drivers and Sub-Teachers as there is a big need for both. It was explained that the list does get updated as the demand for one Occupation decreases and others increase.

A motion was made by Dana McGrew and seconded by Sheryl Coyne to approve the Michigan Works! Northeast Consortium In-Demand Occupation List and approval for management staff to update the list based on labor market information and demand-driven input by sector employers until further notice by Board action.

Voted: All Ayes

IX. Local and Regional Plans Update

Aleece Hodges gave an update on how the Local and Regional Plans are coming along. They have to be posted for public comment by May 19, 2016. She has a draft ready for posting and will continue working on improving both plans. Both final plans need to be sent to the state by June 22, 2016. She thanked the board for replying to the survey that was sent out asking for input to develop the plan. She had over 30 board members respond with their input. The final Federal Regulations should be out by end of July.

A motion was made by Deb Larson and seconded by Sheryl Coyne to approve the submission of both the local and regional Workforce Innovation and Opportunity Act 4-Year Plans to the Workforce Development Agency by assigned deadline.

Voted: All Ayes

X. Employer Recognition Award Presentation

Nicole Chamberlain introduced Cindy Harrison and Stacey Woiderski from Straits Area Federal Credit Union (SAFCU). Nicole explained about MW!NC wanting to recognize employers in our area who work with us and are very active in their communities. This year SAFCU was chosen from the nominees. Nicole presented Stacey and Cindy with a plaque to show our appreciation for all their hard work.

XI. Job Fairs

Alicia Wallace presented a brochure that summarized the job fairs and career fairs conducted so far this year.

XII. Talent Tours

Nicole Chamberlain let everyone know that so far there have been no Talent Tours in 2016. One of the reasons is the cost for transportation. She let everyone know that there is a grant we have that can help cover the cost. The Business Services Professionals (BSP's) are working with the local schools to set some tours up for next school year. She hopes by setting up early it will help with another of the issues with Talent Tours and that is enough time in the school day to have students out on field trips and to be able to work around all the testing students need to do.

XIII. Welfare Reform Work Participation Rates

Laura Budreau provided and explained the Work Participation Rates (WPR). The Welfare Reform program year started October 1, 2015 and runs until September 30, 2016. The WPR is based on the number of participants who have participated in allowable activities and met the minimum required hours for the month.

XIV. Local Dashboard Information

Kim Schultz presented and explained the Local Dashboard information provide in the Summary Report. We send the information to the state showing jobs filled and visitors to the Service Centers.

XV. NEMC's New Website

Alicia Wallace pulled up the new website and went through it to show how easy it is to find information. Explained this was a collaborative effort with Northeast Michigan Council of Governments (NEMCOG). The money to develop the website was received through a Regional Prosperity Initiative (RPI) grant through NEMCOG.

XVI. Other Business

Dave spoke about the RPI and how they are looking at analyzing meetings and commitments and if it would be feasible to combine meetings with several committees hoping to cut back on the number of meetings members are attending. Many board members sit on several boards and these boards are all working towards regional goals. He then spoke about mini grants available from NEMCOG through the RPI. The Grants are in the amount of \$5,000 for Education, \$10,000 for Marketing, and \$10,000 Entrepreneurial projects.

Marisue then gave an update on the merging of our MWA with 7B. 7B won their appeal so we will have two MWA's within Prosperity Region 3. We will continue to work with 7B on projects. We will each have our own WDB and Administrative Boards. The TDCC is and has always been a regional council and we will continue to work with the counties covered by 7B to ensure all 11 counties have representation.

Marisue went on to discuss the state monitoring. We had no findings at the time, but after further review they did find one issue. We require within six months of the subcontractor's fiscal year end, a Single Audit must be submitted whereas the state and Federal regulations require an "audit be submitted within the earlier of 30 calendar days after receipt of the auditor's report,

or nine months after the end of the audit period.” We will adjust our language to meet requirements.

Marisue reported that the Department of Corrections has rescinded \$40,000-\$50,000 from the Prisoner Reentry program’s housing fund. This will affect our budget. Should we find that we need additional money later we can request the funds at that time.

WIA performance measures came in and we met or exceed all performance measures for the quarter.

Marisue went on to talk about the impact awards. Patchwood Products, a local company, won. They worked with PTAC to gain a government contract and the MW!NC to help train their employees. They applied and received a Skilled Trades Training Funds STTF) grant to train their employees.

XVII. Public Comment

XVIII. No public comments

XIX. Round Table

Topics during discussion were:

- The outdoor concert set for May 20th at the Skyline Center in Comins,
- Building permits have increased for the Cheboygan area. Meijer now owns the property they wish to build on and they are working to get that project going.
- Oscoda County Court House burnt down. Larry gave a big thank you for Gaylord and Graylings fire stations for their help. They were lucky in that they were able to save the records. They are now working on how to replace the building. He also said all the surrounding counties have been very helpful.
- Presque Isle County is doing well. They have joined with Target Alpena to promote the area.
- Social Media impact on the workforce, adults and students. Need to pay attention to policy for cell phone use and texting.
- The airshow in Gaylord is expecting double the attendance this year. The wall of banner is credited with having a high impact to draw customers.
- Hampton Inn just completed 2.4 million in renovations.
- Kirtland Community College Health Science building will be ready for fall classes.
- Arauco is slated to open in June 2018. Colleges are working to help train the workers they will need.
- Weyerhaeuser should also need help as their workforce starts retiring.
- Start preparing the workforce at the High School level.

XX. Adjourn at 12:09 am

MM/ks