

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

**MEETING MINUTES**

**May 23, 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 MEMBERS PRESENT**

Michele Andrews  
Dana McGrew  
Joyce McCoy

Kathy Bodzick  
Erika Comerford  
Tony Nash

Terri Eckstein  
Libby Doering

**CEAC MEMBERS ABSENT**

Daniel Beltz  
Sandra Jeannotte  
Christopher Hodges  
Deborah Larson

Mike Stephenson  
Thomas Lutz  
Laura Pervical  
Dawn Stone

Courtney Willits  
Erine Adams  
Mark Dombroski

**REQUIRED REPRESENTATIVES PRESENT**

Jessica Hellenberg-Michigan Works! Northeast Consortium Business Service Professional  
Evan Linskey-Labor Market Information (LMI)  
Erin Duckett- State of MI Departmental Specialist TIA

**REQUIRED REPRESENTATIVES ABSENT**

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

**STAFF PRESENT**

Laura Budreau, Field Operations Manager  
Tricia Selke, Clerical Support  
Jessica Hellenberg, Business Service Professional  
Marisue Moreau, Director

**GUESTS**

Jason Reed, Michigan Statewide Carpenters & Millwrights  
Steve Schnell, Northeast Michigan Council of Governments  
Sara Wycoff-McCauley, Northeast Michigan Council of Governments

- III. APPROVAL OF THE DECEMBER 4, 2017 AND FEBRUARY 28, 2018 COUNCIL MINUTES  
Due to low attendance quorum was not met, therefore the minutes from the December 4, 2017 and February 28, 2018 meetings could not be approved.
- IV. CEAC HANDBOOK  
New handbooks were passed out to the members of the Career & Educational Advisory Council.
- V. MICHIGAN DEPARTMENT OF EDUCATION REGIONAL STRATEGIC PLAN SECTION 61(b)  
Dana McGrew stated that this will be submitted to the Workforce Development Board and the state very soon and asked CEAC members that were present for any necessary changes. He stated that a variety of people reviewed it and all partners are included. Laura Budreau added that she worked with McGrew to review it and found it to be compatible with the Local and Regional Plans and the sectors match.
- VI. LOCAL & REGIONAL WIOA 4-YEAR PLANS MID-CYCLE UPDATE  
Budreau stated that she appreciates all the feedback. The plans will be out for public comment and presented to the WorkForce Development Board for approval.
- VII. ADULT EDUCATION-SCHOOL AIDE SECTION 107  
Dana McGrew stated the providers stayed the same and it continues to grow. The posttest rate numbers have doubled but the allocation dropped to \$295,000 from \$301,000. If the Senate side goes through it could go up to \$400,000 which in turn would be spent on additional hours primarily for high school equivalency. He also informed the committee of the one jail program in Alpena and there are a couple more that want to offer it. Hopefully it will be in the works next year. Laura Budreau asked if the additional funding would help to add additional hours, possibly Saturday's? McGrew discussed the challenge of finding qualified instructors. To be able to teach high school equivalency the person needs to be an elementary or secondary Certified Teacher.
- VIII. SECONDARY PERKINS FUNDING – VOCATIONAL & TECHNICAL EDUCATION  
Dana McGrew stated there is \$182,000 that helps pay for paraprofessionals, teacher training, math and reading skills and etc. and may be receiving additional funding from the state. Joyce McCoy added the non-traditional students are low in numbers, once the non-traditional student is enrolled there has to be a plan in place to keep the students engaged.
- IX. POST-SECONDARY PERKINS FUNDING – VOCATIONAL & TECHNICAL TRAINING  
No report provided.
- X. ENTREPRENEURIAL GRANT  
The Region 3 Collaborative Development Council spoke about an entrepreneurial grant for area schools. The CDC is seeking educational partners who are interested in helping to provide middle or high school students with an experiential learning opportunity that would begin this fall that allows them to participate in the development and operation of a business. They are currently seeking up to four area educational partners who are interested in pursuing this opportunity. Each chosen school will be eligible to receive up to \$5000.00 of seed funding to launch their student business. Grant funding will be awarded and transmitted by no later than the close of September 2018. Interested schools will be asked to submit a brief, online application of interest to the CDC by Friday, July 14<sup>th</sup> at 5PM. Budreau asked the council members to send her the link to the application and she will make sure to send it out to the CEAC email list.

XI. BSP UPDATE

Jessica Hellenberg gave the update for the Business Service Professional's. Collin Hoffmeyer, the manager, was at training in Arizona. Hellenberg started off by talking about the Talent Tours. At this time Fairview, Mio, Grayling, Onaway, and Alcona high schools have had or are scheduled to have a talent tour with local employers by the end of the month. The most recent tours were at Munson Hospital to explore health care and at local fire and police departments to explore public safety pathways. She expressed to the council that if they have any questions to please reach out to the area BSP because the tours can be scheduled year round and across all industries. Hellenberg also asked the council to mark their calendars for Manufacturing Day on October 5<sup>th</sup>, 2018 and made them aware that October is deemed as Manufacturing Month. BSP is hopeful to build upon the great success we had last year.

Hellenberg stated that the plans to host a regional Career Quest in the spring of 2019 continues. She described this as a region wide, multi industry talent tour all coming together in one place.

Hellenberg continued her update with a discussion about the Job Fairs. She stated that the four regional job fairs were a success. The numbers increased by almost 100 from last year, 767 job seekers and 207 employers. The feedback was great from both the job seekers and employers. She also gave a reminder that we are able to host "in house" job fairs on behalf of the employers to help support staffing and talent needs at no cost.

Hellenberg explained that the roles and responsibilities of the Apprenticeship Success Coordinator will be handed off to the Business Services team as of May 31, 2018. Apprenticeship inquiries can now be brought to them and they will work alongside employers to acquire the support and guidance from the USDOL.

Hellenberg also discussed that we will be hearing less of STTF and more of the Going Pro Talent Fund. The rebranding is being done to be better aligned with the effort to change the perception of alternative post-secondary options and the skilled trade industry. There will be information sessions on the programs starting in late July or early August.

Hellenberg reminded the board that the on the job training services are available as always. The BSP team can help with any questions or concerns as well as any training or talent oriented challenges you may be facing. We are always willing to connect with you.

XII. MAY MANAGER'S REPORT

Laura Budreau advised the council to take a look at the Manager's Report that was included in the board packet and to take a special look at the Student Talent Tour numbers. The number of schools involved and the companies that are hosting the tours far exceed the recommended metric for CEAC.

XIII. ROUND TABLE

Evan Linskey from Labor Market Information commented on the average age for retired teachers may impact the waiver for retired teachers to be able to earn more than their cap of retirement earnings. His comment stemmed from the discussion that took place earlier in the meeting regarding the difficulty of finding qualified instructors for high school equivalency.

Erika Comerford from Carmeuse Lime and Stone discussed the positives and the negatives about the process of finding new, qualified employees. They recently implemented a new pre-screening basic competency test and the applicants are passing 50% of the time. She stated that this was eye opening

experience for the company. She has looked into several ways to get more applicants through local schools and community colleges and has hit several road blocks.

XIV. OTHER BUSINESS

Jason Reed from Michigan Statewide Carpenters & Millwrights discussed their apprenticeship program. They are looking for ways to get into the local schools to spread the word about the on the job training and classroom instruction that the program offers. Reed also noted that they are always looking for experienced carpenters and millwrights. Reed stated they found 4 potential apprentices by attending the Michigan Works! Northeast Consortium recent job fairs. They start testing in July.

XV. PUBLIC COMMENT

No public comment.

XVI. NEXT MEETING

The next meeting will be held on December 3, 2018 at 11:00 AM.

XVII. ADJOURN

The meeting adjourned at 10:37 AM.