

**Minutes for the May 22, 2017 Meeting of the  
 Workforce Development Board**

- I. Call to Order – 1:00 p.m.
- II. Pledge of Allegiance
- III. Introductions/Roll Call

<u>WDB Present</u>	<u>WDB Absent</u>
Sheryl Coyne Deborah Larson David Poletis Steve Schnell Eric Bachman Keri Sheer Dana McGrew Laura Percival Lisa Bolen Rina Allen John Diamond	Travis Brady Gary Stevens Thomas Lutz Greg Winter Eileen Tussey Erika Comerford Sarah Barr Julie Sproul Janice Platte Allen Nash Ryan Charney

Guests: Andy Hayes, Sydney Smith, Amanda Fisher, Janie McNabb, and Sharon Moffett-Massey

Staff:

- Marisue Moreau, Director
- Laura Budreau, Field Operations Manager
- Kim Schultz, Business Services Assistant
- Alicia Wallace, Marketing Coordinator
- Alayne Hansen, Business Service Professional
- Amalia Harvey, Apprenticeship Success Coordinator

- IV. Approval of the February 6, 2016 Board Meeting Minutes (Action Required)  
 Motion to approve the February 6, 2017 minutes as made by Deborah Larson and seconded by Dana McGrew. Voted: All Ayes
- V. Approval of TAA Plan  
 TAA Plan was discussed.  
  
 Motion to approve the February 6, 2017 minutes as made by Lisa Bolen and seconded by Dana McGrew. Voted: All Ayes
- VI. Approval of the following 9 policies:  
 Laura presented and discussed the 9 policies. She is asking to be able to make changes to the policies if needed based on state requirements, clarifications or change in procedure. Will bring back to board if any major changes need to be made.

- Alcona County**  
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 Ste B, Box 316  
 Lincoln, MI 48742  
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 F 989.736.3260
- Alpena County**  
 315 West Chisholm  
 Alpena, MI 49707  
 P 989.356.3339  
 F 989.354.8479
- 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  
 F 989.731.6023
- Presque Isle County**  
 20709 State Street  
 Box 711  
 Onaway, MI 49765  
 P 989.733.8548  
 F 989.733.8069

- i. Self-Sufficiency
- ii. Priority of Service
- iii. EO and Harassment
- iv. Adult & DW Supportive Service & Adult/DW/Youth NRP
- v. Customized Training
- vi. OJT
- vii. Demand Occupations and Growth Industries
- viii. Rapid Response
- ix. WIOA Youth-Supportive Services Policy

Motion to approve the 9 policies as presented and allow staff to make changes and corrects to the policies was made by Dana McGrew and seconded by Deborah Larson. Voted: All Ayes

VII. WIOA Youth-Alpena Public Schools (APS) Program Review and Contract Renewal

Laura presented the review of the WIOA youth program and explained that this is the last year for renewal and next year it will need to go out for bid. She requested that Alpena Public Schools contract be renewed for PY2017.

Motion to renew the WIOA Youth APS contract for PY2017 as presented was made by Deborah Larson and seconded by Laura Percival. Voted: All Ayes

VIII. Approval of Strategic Plan-Janie McNabb

Janie went over Strategic Plan hand out, the Strategic Plan and the processes the boards, administrative staff and front line staff went through to participate in the development of the plan. She answered questions and Administrative board members provided feedback on their participation in the process.

Motion to approve the Strategic Plan as presented and for staff to be able to make changes as needed or required by policy was made by Steve Schnell and seconded by Deborah Larson. Voted: All Ayes

IX. One-Stop Operator RFP - update on process/schedule –Marisue

Marisue explained why we put out a bid for a One-Stop Operator and what they will do. If we stay the One-Stop operator then we could not run programs in house. Alpena is our only One-Stop. We had one bid and that was from the Alpena Chamber of Commerce. The review committee still needs to look at the proposal and discuss. It will then be brought to the full board. A decision has to be made by July 1, 2017. We are looking at a one year contract with a chance of one renewal year. The amount of the contract was set at \$6,000.

X. Northern Lakes Economic Alliance- Hot Jobs Project-Andy Hayes

Andy explained a little about the program and then Sydney Smith and Amanda Fisher presented some of the work NLEA had done in region 2 and how they want to do the same for our employers in region 3. Part of what they will do is short videos of employers and employees of how they like their jobs and what it takes to do them. They will also create flyers that will be available on line and presented to high schools to pass out to their students. They should have the project completed by August 11, 2017.

XI. Director Report-Marisue

Marisue introduced Sharon Moffett-Massey from Talent Investment Agency.

Marisue spoke about the transitions at the state level. One is the new person for Unemployment is from Utah and the state is looking at using Utah's model. Unemployment is now under the umbrella of the Talent Investment Agency (TIA).

Marisue and Laura Budreau attended the 2017 WIOA National Convening's in Washington D.C. They both felt it was a good conference. From the different conversations, Michigan is ahead of many of the states in implementing the WIOA programs and processes.

While in D.C., Marisue meet with our congressmen and provided them with information on how we are doing. Marisue has an appointment in June to meet with Representative Allor.

Marisue gave an update on the Arauco project. They had a ground breaking ceremony. Still needing 200 workers and wanting to hire locally. We are working with Arauco and our local partners, Kirtland Community College, Region 7B and Networks Northwest to assist in the training and hiring processes.

The food industry is expanding with a food hub coming into the area and Moran's looking at starting a culinary school.

Marisue spoke about the Adult Education funding grant Dana McGrew submitted. The grant was not approved with the reason being not enough post-tests were given. Dana sent in an appeal and explained the reason for the lack of post-tests and the he would be working closer with Michigan Works to help administer these tests.

Marisue explained the changes for the Offender Success Program. Region 7B is the fiscal agent for this program. Our current contract with 7B runs till 9/30/2017. We would like to keep operating the program and are in negotiations for a new contract and terms because of the state program changes. The program will now have performance tied to it with possible extra administrative dollars for passing performance and loss of dollars for failing. The first year of the program will be the bench mark year.

Discussion continued on the need for this program with the board voicing their idea that we do need this program.

XII. Michigan Works! Service Structure-Marisue

Marisue and Laura are part of a workgroup that is developing the criteria for memorandum of understandings and the infrastructure costs to be shared by our partners per WIOA.

XIII. TDCC Committee Report-Sheryl

Dana went over what was happening with the TDCC. He said that so far what is being discussed here is the same as at the TDCC meeting earlier. He went on to explain about the Adult Education grant he applied for and was denied. How he is working with Michigan Works to provide help with post testing of participants. He has sent in an appeal with his steps to increase the number of post-tests given and is waiting for the states response.

XIV. On the Job Training (OJT) Presentation- Alayne Hansen

Alayne passed out a hand out and explained how OJT's work and benefit both the employer and employee.

XV. Apprenticeship Presentation-Amalia Harvey

Amalia introduced herself and spoke about her new role. She explained the hand out.

XVI. Going Pro-Laura

Laura went over handout.

XVII. Welfare Reform Work Participation Rates-Laura

Laura went over handout.

XVIII. Local Dashboard, Talent Tours, Job Fairs and Career Expos- Marisue

Alicia went over handout.

XIX. Other Business

XX. Public Comment

XXI. Round Table

John Diamond spoke about how his company is in need of help and having a hard time finding employees. Other members spoke up on their troubles and how some have been able to hire workings using the WIOA OJT program. This was presented to John as a possible avenue for him also. There was also discussion about doing career specific job fairs. Our normal job fairs are for all audiences and include part time, full time and entry level.

XXII. Adjourn at 3:00 pm

MM/KS