

**Workforce Development Board (WDB)**

**MEETING MINUTES**

**February 28, 2018**

**10:30 a.m.**

University Center Gaylord  
80 Livingston Blvd  
Gaylord, Michigan

I. CALL TO ORDER – 10:39 a.m.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTIONS/ROLL CALL

**WDB MEMBERS PRESENT**

Sheryl Coyne	Eric Bachmann	Dana McGrew
Brooke Sprenger	Ryan Charney	Eileen Tussey
Erika Comerford	Dave Poletis	Erine Adams
Keri Sheer	John Diamond	Julie Lavender
Steve Schnell	Rina Bethany	

**WDB MEMBERS ABSENT**

Julie Waldron	Lisa Bolen	John Metts
Allen Nash	Deborah Larson	Gary Stevens

**STAFF PRESENT**

Laura Budreau-Field Operations Manager  
Yolanda Romel-Administrative Assistant  
Collin Hoffmeyer-Business Services Professional Coordinator  
Amalia Harvey-Apprenticeship Success Coordinator

**GUEST PRESENT**

Anthony Digasparro-Arauco

IV. Action Item: Consent Agenda

- December 4, 2017 Meeting Minutes Draft
- WIOA Local Policy Approval
- Career & Educational Advisory Council (CEAC) Required Membership & Chairperson
- CEAC Lead Point of Contact
- Bylaws
- February Manager's Report
- Michigan Works! Plans Renewal-(Marisue to sign on behalf of the board)
- MOU between Region 7B-Offender Success and Michigan Works! Northeast Consortium

Motion to approve the Consent Agenda Items as presented made by Steve Schnell and seconded by Ryan Charney.  
Voted: All Ayes

V. Election of Workforce Development Board (WDB) Officers, Chair, Vice Chair and Executive Committee  
Action Required

Current WDB Chair is Sheryl Coyne

Coyne asked if there were any nominations. Eileen Tussey nominated Coyne. Coyne asked if there were any further nominations. There were no further nominations. Dana McGrew moved to close nominations. Voted All Ayes.

Coyne is hereby elected Chair of the Workforce Development Board.

Current Vice-Chair is Eileen Tussey

Coyne asked if there were any nominations for the WDB Vice-Chair position. Brooke Sprenger nominated Tussey. Coyne asked if there were any further nominations. There were no further nominations. McGrew moved to close nominations. Voted All Ayes.

Tussey is hereby elected as Vice Chair of the Workforce Development Board.

The Executive Committee consists of the WDB Chair Sheryl Coyne, Vice Chair Eileen Tussey, the Career & Educational Advisory Council Chair Dana McGrew, and two additional members of the WDB private sector.

Coyne asked if there were any nominations for the WDB Executive Committee from the private sector. Sprenger nominated Rina Bethany from Weyerhaeuser. Coyne asked if there were any further nominations. Bethany nominated Brooke Sprenger from MEC Inc., There were no further nominations. McGrew moved to close nominations. Voted All Ayes.

The Executive Committee will consist of the WDB Chair Sheryl Coyne, Vice Chair Eileen Tussey, the Career & Educational Advisory Council Chair Dana McGrew, Rina Bethany and Brooke Sprenger. Voted All Ayes.

#### VI. Career & Educational Advisory Council

Laura Budreau explained the CEAC replaces the Talent District Career Council (TDCC). Budreau reviewed the CEAC policy with the group, which was included in the WDB Consent Agenda packet. Budreau is the lead point of contact for the CEAC with the Talent Investment Agency (TIA). McGrew is the CEAC Chair and will present a comprehensive CEAC report at each WDB meeting.

Budreau explained the required voting membership and four non-voting individuals TIA requires to be invited to each CEAC meeting.

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

Budreau explained the CEAC allows for discretionary members; Kathy Bodzick from Michigan Rehabilitation Services is no longer a required member but was an active member of the TDCC. Budreau explained for Bozdick to continue on the council she will need to be voted in.

Motion was made by Steve Schnell and seconded Eric Bachmann to elect Kathy Bodzick onto the CEAC. Voted All Ayes.

Budreau reviewed the CEAC Draft Bylaws with the WDB. Budreau explained the CEAC is only required to meet 3 times per year. If a CEAC member misses two consecutive meetings, the member may be removed from the council. The term limits will be staggered, prior TDCC members continuing onto the council will serve a 3 year term and new members will serve a 5 year term.

Budreau reviewed the CEAC required metrics. The policy identifies minimum required metrics. Budreau stated Michigan Works! Northeast Consortium has been providing Talent Tours, participate in Manufacturing Day events, and Career Expos. These activities are listed in the manger'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 15th and January 15th.

Budreau stated we will need a motion to set CEAC metrics at 1 Registered Apprenticeship and promoting at least 3 career pathway and exploration events such as talent tours, MiCareerQuest®, Manufacturing Week, Energy Week, and National Registered Apprenticeship Week.

Motion to set CEAC metrics at 1 Registered Apprenticeship and promoting at least 3 career pathway and exploration events such as talent tours, MiCareerQuest®, Manufacturing Week, Energy Week, and National Registered Apprenticeship Week made by Sprenger and seconded by Tussey. All Voted Ayes.

CEAC Chair McGrew provided the following CEAC report.

McGrew stated the 61 (b) ISD Fiscal Agent Regional Strategic Plan needs to be updated. McGrew explained this document must contain the regions in-demand clusters in order to recoup money. McGrew established a committee to update this plan. McGrew will give an update at the May meeting.

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

McGrew 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. McGrew added that another course geared towards the trades is the Algebra 1 and manufacturing course.

VII. RPI Update-Steve Schnell

Steve Schnell explained the Regional Prosperity Initiative (RPI) promotes innovation across the economy, supports entrepreneurs with connections and resources, and works with employers and educational agencies to fulfil their employment needs through a strong collaboration. Schnell stated the RPI meets next door after this meeting and invited the WDB to attend.

I. 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 individual 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.

VIII. Business Resource Network-Otsego County Pilot Program

Hoffmeyer reported that the grant for the Otsego county business resource network pilot has been withdrawn by the TIA and will not be starting up as originally planned. This is a result of TIA's decision to eventually design and implement a statewide grant opportunity for business resource networks.

IX. Group Discussion:

Coyne lead discussion on how to move the needle in 2018. Charney stated, get 8<sup>th</sup> grade students interested and then revisit them the following year. Coyne invited Charney to share his message on her radio station.

Coyne lead discussion on how do we get people work experience and stress the importance of work experience before they go for a career (summer jobs for students). McGrew and John Diamond stated that teachers and parents need to be informed there are good paying careers in the trades.

Diamond added we need to involve high school students in the trades before they leave the area.

McGrew added that employers visited the students and informed them there are good paying jobs in a trade the students enjoy.

Coyne lead discussion on how do we get people interested in skilled trades to meet employer needs. Erika Comerford asked how do we get talent to move to the area? Comerford stated we need to let potential talent know there is a commute but there is no traffic and there are many other benefits to living in the area. Schnell suggested that we contact prior alumni and ask why they left the area and what would bring them back. Coyne asked board members what made them decide to move here if not originally from the area. Bethany stated she is not originally from this area and had a hard time finding places to rent. Bethany added that chamber websites should list job openings, housing rentals, daycare, hospitals or medical services available in the area, school district information, and local area attractions.

Coyne stated that there is a real problem finding daycare in the area. Erine Adams added that some employers have started affordable daycare as a benefit to their employees.

Coyne lead discussion how we can help ALICE (Asset Limited, Income Constrained, and Employed) Households. Tussey stated a lot of her employees and Walmart employees are categorized as ALICE Households. Tussey stated these employees have past drug test and show up to work. Tussey asked can we target these people for potential training in the skilled trade careers?

Coyne proposed at the next meeting a committee be formed on ways to market skilled trades.

- X. Other Business
- XI. Public Comment
- XII. Round Table
- XIII. Adjourn

Motion to adjourn at 12:05 p.m. made by McGrew and seconded by Tussey. Voted: All Ayes

NEXT MEETING Wednesday, May 23, 2018 at 10:30 a.m.-12:00 p.m., at the Gaylord University Center, 80 Livingston Blvd., Gaylord, MI 49735.

LB/yr