

**Workforce Development Board
Meeting Minutes – May 12, 2017 - corrected**

CALL TO ORDER - Workforce Development Board Chair, Lisa Godfrey, called the meeting to order at 8:02 a.m. at Kellogg Community College, Grahl Center, 125 Seeley Street, Coldwater, Michigan.

INTRODUCTIONS – Chair Lisa Godfrey welcomed everyone in attendance and requested that each person introduce themselves.

WDB Members Present:

Morris Applebey (Labor)*	Michelle Davis (CBO)	Colleen Knight (CBO)*
Allen Balog (PS)	Karen Doubleday (DHHS- Alternate for Beaty)	David Maurer (PS)*
Mike Bearman (PS)*	John Fiore (MRS)	Mark O’Connell (Educ)
Trevor Bidelman (Labor)	Lisa Godfrey (PS)*	Julie Rogers (PS)*
Kathi Cain-Babbitt (Labor- Alternate for Willcutt)	Kris Jenkins (Educ)*	Ken Willcutt (Labor)
Paul David (PS)*	Shelley Klug (PS)*	*Exec Committee

WDB Members Absent:

Omar Alston/Lisa Johansen (DOC)	Randall Hazelbaker (PS)	David Sutherland (PS)
Richard Anderson (Labor)	Tamara Hendricks (PS)	Patty Vanaman (WDA)
John Banks (PS)	Jan Opalewski (PS)	Therese Zieleniewski (PS)*
Jill Bland (EconDev)	Sabrina Pritchett-Evans (PS)	*Exec Committee
Paul Gallagher (PS)	Windy Rea (Job Corps)	

Other individuals in attendance at the meeting included:

Michigan Works! / Upjohn Institute Staff:

Ben Damerow	Kathy Olsen	Chris Walden
Amy Meyers	Kara Stewart	

Michigan Works! Services / Program Staff Present:

Cheryl Beard (WEUI-PATH)	Curt Mastos (M-HRDI)	Eric Stewart (YOU/KRESA)
Karen Carlisle (YOU/KRESA)	Dallas Oberlee (WEUI-PATH)	

Other Guests in Attendance

Paul Aivars	Jason Luke	Scott Wiley (for Rep Leutheuser)
Tommy Cameron	Bud Norman	
Jamie Engel	Don Reid	

TRANSPARENCY AND INTEGRITY OF WDB DECISIONS

Conflict of Interest and Disclosure – Kathy Olsen asked members present if there were any items on the agenda requiring a vote for which a conflict of interest or a potential conflict of interest exists; and if so, the conflict should be declared at this time.

Kris Jenkins stated that her employer, Calhoun intermediate School District (ISD), is the fiscal agent for Region 8 Adult Education; therefore, she declared a conflict with agenda item VI. A. Title II Adult Education Applications.

APPROVAL OF MINUTES (Exhibit A)

Motion made by Mike Bearman and supported by Paul David to approve the Workforce Development Board Executive Committee meeting minutes of April 14, 2017. Motion carried.

CITIZENS' TIME

No comments.

COMMITTEE REPORTS

Monitoring and Evaluation Committee (Exhibit B) - Collen Knight reported the Monitoring Committee reviewed the Partnership. Accountability. Training. Hope. (PATH) program and services on Wednesday of this week. The committee met with two participants who both spoke very highly of the program and staff. One activity that stood out as a very positive experience for them was Job Club. She reported Job Club included soft skills training, dialog with employers, and networking with other individuals who are looking for employment. The two individuals interviewed were highly motivated and had set good goals. She reported PATH staff shared information about an innovative way to introduce career laddering to the participants. Decks of cards are used to determine career interests, occupations, values, motivation, and leisure for each participant. Members were impressed with how this tool is being used and expressed interest in having a hands-on demonstration. A summary of the staff monitoring was included in the agenda packet (Exhibit B). The next Monitoring Committee meeting will be held on June 14, 2017 for the purpose of reviewing the past year and to plan for the next program year.

Veterans Committee – Chris Walden reported the Veterans Committee met on ~~May~~ **June** 4, 2017 at the Upjohn Institute. The agenda included a discussion of the veteran staff vacancy (aka DVOP) at the Michigan Works! Southwest Service Center in Kalamazoo; the dates for Veteran Stand Down events in the Michigan Works! Southwest area; and participating in appropriate Veteran Community Action Team (VCAT) meetings in lieu of holding separate committee meetings.

Disability Awareness Resource Team (DART)– John Fiore reported the DART Committee has not met since March and a report of that meeting was included in the April Executive Committee meeting minutes (Exhibit A) that were included in the agenda packet. He further reported that Kalamazoo Regional Educational Service Agency (KRESA) hosted a Community Conversation roundtable discussion with employers, educators, parents, and people with disabilities earlier this month. Approximately 35-40 people that included representatives from a few businesses and multiple service providers were in attendance. A lot of good information was shared in regards to employment of people with disabilities. He reported on evidence that shows there is lower turnover and higher attendance ratings for employment of individuals with disabilities.

Talent District Career Council (TDCC) – Kris Jenkins reported the Talent District Career Council (TDCC) has not met since the last meeting and a summary of the March meeting was included in the April Executive Committee meeting minutes (Exhibit A) that were included in the agenda packet. She reported that the month of May is a very busy month for educators at all levels.

NEW BUSINESS

Title II Adult Education Applications (Exhibit C) – Amy Meyers reported under the Workforce Innovation and Opportunity Act (WIOA), the local Workforce Development Board is tasked with reviewing Title II Adult Education applications to ensure alignment with the local and regional workforce development board plans. The applications submitted by Adult Education providers are for federal WIOA funds and this funding is in addition to any State funding that providers receive. Eleven (11) applications were received from providers in the Michigan Works! Southwest four-county area; including one from the Department of Corrections, that covers numerous areas of the state, including Michigan Works! Southwest. The Adult Education handout that was distributed at the meeting and emailed to members prior to today's meeting (Exhibit C) includes a summary of the applications received for Adult Education services in the Michigan Works! Southwest area.

Upon receipt of the applications, a review team consisting of WDB members, along with a private sector representative from the Regional Talent District Career Council (TDCC) and Michigan Works! Southwest Administrative staff reviewed each of the submitted applications for alignment with local and regional workforce development goals. Based on the compiled feedback received, it was determined that the applications submitted and reviewed were “moderately aligned” with the local and regional plans. As a result of the review, numerous opportunities have been presented for further collaboration with local adult education providers in the Michigan Works! Southwest four-county service area.

Based on the conclusions of the review team presented, with a determination of “moderately aligned” for all submitted applications listed on Exhibit C, Ms. Meyers requested board approval to submit this feedback to the State of Michigan.

Motion made by Michael Bearman and supported by Colleen Knight to approve the submission of the Adult Education Application alignment feedback to the State, indicating moderate alignment with local and regional workforce development plans. Vote: Ayes-16, Nays-0, Abstention-1 (Jenkins). Motion carried.

STAFF REPORTS

Marketing (Exhibit D) – Kathy Olsen reported the Marketing Report (Exhibit D) that was included in the agenda packet includes a list of upcoming events for businesses and job seekers. She stated that Kara Stewart and Chris Walden would provide details regarding some of the larger events during their reports.

Program Operations / Special Initiatives – Dallas Oberlee distributed copies of two articles. She reported the first article was a reprint of a WWMT Newschannel 3 story titled: [“Local business helping refugees find their footing in West Michigan.”](#) She reported one of the individuals featured in the article is a PATH participant. PATH staff partnered with Employment Services staff for the person’s placement at a starting wage of \$9.00/hour.; the individual is currently making \$10.50/hr. The second article, a GE Report titled: [“Is It Just A Job Or Is It A Career? How To Address The Employment Gap”](#) was co-authored by Brad Hershbein from the Upjohn Institute, Amy Myers and herself, and was published on February 5, 2017. The article tells how one logistics company could grow their own workforce and reduce turnover by helping employees develop a clear path to grow within the organization.

Ms. Oberlee also reported as of April 1, 2017, Michigan Works! Southwest is no longer the Administrative Agency for the *Offender Success Program* in the Michigan Works! Southwest Area. The Michigan Department of Corrections named Kinexus as the Administrative Agency for the Region 8 Offender Success Program and Michigan Works! Southwest has a contract with Kinexus to provide employment readiness and social support for the Michigan Works! Southwest four-county area.

Workforce Innovation Fund (WIF) Update – Ms. Oberlee referred members to page four of the Dashboard Report (Exhibit F) for the most recent data for the *Employer Resource Networks (ERNs)*. She reported the retention rate of individuals who meet with a Success Coach is at 96%.

Another *CNC Production Technician* training is currently underway at Kalamazoo Valley Community College (KVCC). This training includes six weeks of soft skills and two weeks of CNC training at KVCC. A *Culinary Academy* that also took place at KVCC was recently completed and all but one of the participants is employed; the one individual who is unemployed has an interview scheduled next week.

Business Services and Skilled Trades Training Fund (STTF) Update – Kara Stewart reported a *MiCareerQuest Southwest* event was recently held at Glen Oaks Community College (GOCC) for students in St. Joseph County and there was a lot of collaboration among workforce development, economic development and educators in St. Joseph County for planning and holding this event. She referred members to the data on page four of the Dashboard Report (Exhibit F) for the *MiCareerQuest Southwest St. Joseph County* event and reported 100% of the employers surveyed rated their experience meaningful or very meaningful and 100% of the employers surveyed stated they

would participate again in a similar event next year. Paul Aivars from GOCC expressed a heartfelt thanks to Michigan Works! Southwest staff for sharing their guidance, knowledge and experience for this event.

Kara Stewart also provided an update on the recruiting activity for the *Clemens Food Group* facility in Coldwater that will begin production in September 2017. Staff from Michigan Works! Southwest are assisting with career fairs and onboarding. The company's goal is to hire approximately 850 individuals before the opening and information sessions are scheduled on an almost daily basis. The outreach is widespread and goes beyond Branch County. Michigan Works! Southwest is also assisting other companies in the area who have current and/or future job openings.

Chris Walden reported a *BC Vision Job Fair* took place on May 4, 2017 from 2:00 to 6:00 p.m. in Battle Creek. Twenty-eight (28) employers participated, including the Michigan State Police, Battle Creek Public Schools, and recruiters from hospitality, healthcare and the military. The event drew 148 job seekers and students from area high schools. Another Job Fair, the Branch County Hiring Blitz, took place on May 9, 2017 at the Kellogg Community College (KCC) Grahl Center in Coldwater where 51 employers participated and 293 job seekers were in attendance. Michigan Works! partnered with KCC, the Coldwater Area Chamber and the Branch Area Career Center (BACC) for this event. Last night, May 11, 2017, from 5:00 to 7:30 p.m., more than 120 individuals attended a *Community Resource Fair at Union City High School*. Nine community organizations participated.

Upcoming events for employers include an *Employer Resource Fair in Albion* on May 17, 2017 from 8:00-10:30 a.m. at the Ludington Center and an *Employer Resource Fair in Coldwater* on June 22, 2017 from 7:30-11:30 a.m. These events will be opportunities for companies to meet with representatives from the Department of Labor, MEDC, local economic development and workforce development in one location.

The *Albion AmeriCorps VISTA Program* has started the hiring process for next year. For this year, the VISTA staff focused on completing a *community needs assessment survey* in Albion and creating a *resource guide* specific to Albion. Plans are to share the data from the community needs assessment on May 30, 2017 and the resource guide should be completed sometime this summer.

Ben Damerow thanked the Michigan Works! service provider staff for their work pertaining to the numerous community events. He noted that this has been an extremely busy time for all staff, especially Employment Services and wanted staff to know that many employers have commented that the BC Vision Job Fair was the best event they have participated in and the individuals looking for work at the event were very prepared.

Labor Market Information (LMI) (Exhibit E) - Labor market reports generated from Burning Glass Analytics and Real Time Jobs Data that identified the top detailed occupations, skills greatest in demand, and employers with the most job openings in Prosperity Region 8, Michigan Works! Southwest, and each of the four counties in the MW Southwest Area for the period March 1 through April 30, 2017 were included in the agenda packet (Exhibit E).

There was discussion regarding the top occupation in Southwest Michigan being heavy and tractor-trailer truck drivers. It was reported that these numbers come from multiple employer job postings. Identifying individuals interested in this career path and one's ability to pass the Department of Transportation (DOT) drug test both influence filling these positions.

Dashboard Report (Exhibit F) – Amy Meyers reported page one of the Dashboard Report (Exhibit F) reflects the *Labor Participation* rates for March by county as well as the Prosperity Region 8 snapshot of real-time labor demand that is based on the top employers' online advertisements. The data includes the top employers, top job categories, top occupations, and the education levels needed to fill those jobs. *Employment Services data* on page two of the report represented 119,826 year-to-date visitors to the service centers, assistance to 910 employers in filling over 2,595 jobs, and 828 *WIOA participants* served, for the period July 1, 2016 through April 30, 2017. Three hundred and one (301) participants utilized training services during this same time. The training includes classroom training, work experience, and on-the-job training.

Data for the *Offender Success (OS) Program* for the period beginning October 1, 2016 through April 28, 2017 indicates that 119 participants were served. It was noted that the data collection for OS in Calhoun County began in January 2017. There was some discussion regarding what else could be done to assist more offenders and reduce recidivism. Dallas Oberlee explained that for the State's Offender Success Program, an individual must be referred by the Parole Board prior to release from prison or by their Parole Agent after release. Staff noted that Michigan Works! no longer receives information six months prior to one's release as the program was originally designed. Ben Damerow reported that often staff learns about an individual the day they return to the community. Further discussion revolved around serving offenders in general and Julie Rogers reported that Kalamazoo County recently passed a [Resolution to support the creation of a Kalamazoo Prisoner Reentry Coalition](#) to help reduce recidivism. Ben Damerow reported Resolutions passed by the City of Kalamazoo and the County of Kalamazoo includes a request for the State to share data. Additionally, he reported that funding to address barriers for OS participants has had a 60% reduction in funding. The budget was initially at \$54 million and is now at \$13 million with a primary focus on housing; yet evidences shows that employment is what is needed to reduce recidivism.

Amy Meyers further reported that page three of the Dashboard Report includes the *PATH, Food Assistance, and Refugee information*. The current work participation rate of 73.3% for PATH remains well above the state goal of 50%. The PATH employment rate is 53.2%; however, the individuals who gained employment during AEP are not included in that percentage. Page four of the report includes the *Skilled Trades Training Fund (STTF)* and *Marketing* data, as well as a summary of data provided in other staff reports reported on earlier in today's meeting.

Director's Report – Ben Damerow reported the House and Senate approved an omnibus bill on May 4, 2017 that appropriates more than \$1 trillion in discretionary spending for *fiscal year (FY) 2017* which keeps the spending limits agreed upon last year. Workforce related fund sources for this budget deal include the following:

- Workforce Innovation and Opportunity Act (WIOA) funding remains level for the current year;
- An increase to apprenticeship funding of \$5 million;
- An increase to Reemployment and Eligibility Assessment / Reemployment Services (REA/RES) of \$20 million (The focus of REA/RES is to reduce the average duration of Unemployment Insurance claimants);
- States will be facing a reduction of \$37.9 million to Unemployment Insurance (UI) administrative funding;
- A reduction of \$8.6 million (1.3%) in Wagner-Peyser funding;
- A reduction of \$34.4 million, nearly 8 percent, for the Senior Community Service Employment Program (SCSEP); and
- A \$7.9 million increase for Veterans' Employment and Training Service, directed mostly to the Homeless Veterans' Reintegration Program.

Mr. Damerow reported the administration released their *FY18 budget blueprint*, also known as a "skinny budget", on March 16, 2017. This budget proposal outlines a set of proposals that would increase overall funding for defense programs while reducing approximately \$54 billion in non-defense programs in the coming year. A full budget proposal is expected later this spring. The blueprint calls for \$2.5 billion in cuts to the Department of Labor (DOL), 21% below current funding levels. The proposal specifically identifies \$500 million in cuts through the elimination of the Senior Community Service Employment Program (SCSEP); the elimination of programs under the Bureau of International Labor Affairs; and training grants under the Occupational Safety and Health Administration (OSHA). The proposal does not provide clear guidance on where the remaining \$2 billion in cuts would be made, but it indicates that there are likely to be major cuts to workforce and Wagner-Peyser Employment Service formula grants under WIOA, stating that more responsibility for these programs will be shifted to "States, localities, and employers." The blueprint also indicates that some savings will be achieved through closing lower-performing Job Corps centers, though actual funding decreases are not specified. Mr. Damerow explained that allocations to the States are distributed by formula and because Michigan's economy has improved, there has been a decrease in WIOA funding to Michigan. This amounts to a 10% reduction; and for the Michigan Works! Southwest area, a reduction of \$400 thousand dollars is expected.

Ben Damerow reported Associations from Michigan, California and New York have been leading efforts in Washington D.C. to connect with key legislative representatives to inform them of the impact of major reductions to workforce programs. A letter writing campaign to our Michigan representatives has resulted in over 400 letters to our legislators; Michigan's goal was 151 letters. He reported that we continue to hear from our representatives that these letters are making a difference and thanked Board members who sent letters for their support.

At the Governor's Education and Talent Summit, it was announced that the Governor is recommending \$20 million for Career & Technical Education (CTE). Also, at the Summit, Talent and Economic Development (TED) unveiled [Going PRO](#), the state's outreach campaign to elevate the perception of professional trades and to focus on connecting students, parents, and educators to the many rewarding career opportunities in a variety of skilled trades. The [Going PRO video](#) is available on YouTube.

Ben Damerow distributed copies of the *Michigan Works! Associations' 2016 Return on Investment* brochure.

LEGISLATIVE UPDATE

None.

CAREER & TECHNICAL EDUCATION (CTE)

Representatives from Career & Technical Education (CTE) programs in the Michigan Works! Southwest area participated in a panel discussion on CTE. Panelists included Tommy Cameron, CTE Director, St. Joseph County ISD; Jamie Engel, Director of Career & Tech Ed, Branch Area Careers Center (BACC); Kris Jenkins, Assistant Superintendent of Regional CTE, Calhoun Intermediate School District (ISD); and Jason Luke, Program Administrator, Kalamazoo Regional Educational Service Agency (RESA). The panelists each shared information about the CTE programs offered in their respective counties.

Jason Luke shared a PowerPoint slide that demonstrated the careers of interest for 9,000 sixth through twelfth grade *Kalamazoo Regional Educational Service Agency (KRESA)* students using the [Career Cruising](#) software over a two-year period. Although the top career choices were not high-demand careers, they did demonstrate that students had career choices that involve creativity and technology. He reported that it is our job to help move these students out of fantasy and into reality by exposing the students to different experiences. He distributed a two-page flyer that included highlights of initiatives KRESA is using to expose youth to career opportunities and to help develop a pipeline of skilled workers. The flyer included data for Early/Middle College (EMC), Project Lead The Way (PLTW), Education for Employment (EFE) and MiCareerQuest. He reported MiCareerQuest is a new initiative where businesses, workforce development, economic development and education are working together to give students opportunities for hands-on career exploration at a younger age. He also stated that staff recognizes they need to do more with career readiness throughout grades K-12. The EMC is a great opportunity for students to have college tuition covered while in high school; however, they see a lot of students taking liberal arts courses and not a lot of interest in the skilled trades. He reported that it will be important to do more to help students and their parents understand that there are many individuals who graduate with a Bachelor's degree and end up unemployed or underemployed, while there are many good high-skill, high-paying jobs in the skilled trades that are unfilled. Mr. Luke recognized Dave Maurer for his support in helping to raise the initial \$25 thousand dollars to implement Project Lead The Way (PLTW) in Kalamazoo County. PLTW introduces STEM activities at all grade levels and helps to plant the seeds for the students to be innovative thinkers. The number of schools and classrooms using PLTW has grown each year and is now in every middle school in the county. Portage Public Schools wants to have PLTW in all of their schools.

Kris Jenkins reported the *Calhoun Intermediate School District (CISD)* offers 19 CTE programs at the Career Center, in the schools, and at Kellogg Community College (KCC). She reported student demand for agriculture programs is high and this class is offered at three sites. A KCC instructor teaches the EMT program at the Career Center and the students use the simulation lab at KCC. In addition, the students have hand-on exposure through clinical rotations. Next fall there will be an Introduction to Engineering and Robotics CTE course and 61c funding has helped support the purchase of robots for this class. Early Middle College (EMC) is used for specific programs

such as welding, where high school graduates were close to obtaining an Associate's Degree. By adding the 13th year, these students can obtain all the welding certifications along with an Associate's degree in Industrial Technology. Unexpectedly, the students are driving themselves to complete these class in 12.5 years instead of 13. She attributed this success to the hiring of an EMC Coordinator by CISD and the hiring of a second EMC Coordinator by the college. The next EMC course to be added will be Graphic Communications and Technology along with a second cohort for Welding. She reported there has been a 49% increase in tuition costs for EMC and this year EMC was over budget. A grant from the W.K. Kellogg Foundation helped to make up the difference. She added State legislation that was passed provided 61b funding for EMC and these funds were used to help cover costs for tuition and the EMC Coordinator. She further reported on a recent fire at the Career Center and thanked everyone for their support throughout this crisis. Although there is smoke damage and the auto lab needs to be repainted, no one was injured and the sprinklers, fire suppression and alarms all worked. She stated that the service provided by ServPro was phenomenal.

Tommy Cameron reported *St. Joseph County Intermediate School District (SJCISD)* has fewer CTE program offerings. He added that although there are fewer CTE offerings in SJC, 35-40% of juniors and seniors are enrolled in CTE courses and they have some great partnerships with Glen Oaks Community College and many local employers. The partnerships with neighboring county CTE programs are also helpful. He reported that he and one other staff are responsible for nine CTE programs, three of which are supported by Glen Oaks Community College (GOCC). The programs at GOCC include Welding, Automotive and Graphic Design. A recent increase in funding was used to purchase new equipment and books and thus, they have seen the pass rate for American Welding Society (AWS) and Automotive Service Excellence (ASE) certifications increase from 35% to 70% and students are graduating with the necessary certifications to go directly into work. Although the additional funding has been helpful, the SJCISD CTE budget is 10-15% of what the other counties operate with and there will be a millage request in November; passage will be critical to support CTE in St. Joseph County. The ISD is planning to add a Coding and Gaming CTE course next fall. In response to a question as to what happens to students who do not pass certification exams, it was noted that CTE is also about career exploration and some students discover a career path that is not a good fit for them, while others may take a second year of the CTE course and pass the certification when they retest.

Jamie Engel reported 50-60% of juniors and seniors in Branch County enroll in CTE courses at the *Branch Area Career Center (BACC)*. One thing unique about the BACC is that they have their own Career Development Counselor who works at the Center and in the schools. He reported local schools do not have the funding for career counselors and the necessary supports. He has noticed that after three years of being involved in CTE programs, he is now seeing that juniors who come to the Career Center have a better idea of what careers they want to explore. A robotics CTE course was added to BACC and they are looking at adding a CTE course of Cyber Security. Classes in Machine Tool, Robotics and Mechatronics are held at the BACC in the evenings for adults. BACC will be changing the woodworking course and adding a pre-construction course for 9th and 10th grade students. This new course will include a math component. The class will be moving to a smaller space and there will be a math intervention focus. Instead of enrolling 56-60 students, the class will be limited to 24 students and BACC is seeking a math teacher to work with the students to help them raise their math scores. The BACC is partnering with Michigan Rehabilitation Services (MRS), special education and MCTI to assist students who have been identified as needing additional support for employment. They are finding that some students can do the work but have difficulty connecting in the workplace due to a disability. BACC is restructuring the business and auto collision CTE classes so that the students will have the opportunity to explore careers in 11th grade and then have on-the-job training with support while in the 12th grade.

Dave Maurer reported he serves on KRESA's Education for Employment (EFE) Council and stressed that employer demand should be the driving force for implementing CTE programs; yet, the American Institute for Research released a [Study of Michigan's Career and Technical Education and Career Readiness System](#) that indicates the number one factor that has a major influence on what courses CTE Programs will offer is student interest. [Page 120 of the report indicates the major influences on what courses will be offered.] He added that it is extremely important that we find ways to transition student interest into in-demand careers. He also pointed out

that this same study stressed the need for qualified instructors with specialized skills to teach and support the students in the high-demand areas of study. Kris Jenkins reported that although Cosmetology is the CTE course with the most interest, enrollment is limited to the area's demand for this career. She added that although Robotics and CAD/CAM are in high demand, it is difficult to get students interested in these courses. Tommy Cameron reported that Coding and Gaming courses are popular with the students and that they can lead to Computer Programming and Networking, both of which are in-demand occupations. He reported the nine programs offered at SJCISD align with in-demand jobs. For example, there are help wanted signs throughout the county for welders and machinists. There are currently two welding CTE classes, one is held at GOCC and the other in Constantine with more than 50 students are enrolled. SJCISD recognizes the need to start a machine class.

Mark O'Connell reported the recently announced \$2.8 million W.K. Kellogg Foundation grant will help support the need to create a strong career pathway for students. It will also help to communicate career pathway information to students and parents. The work of the BC Vision initiative and the support of Michigan Works! (MW) Southwest has helped to secure this funding. He specifically mentioned MW staff, Ben Damerow and Chris Walden. He noted that having college tuition paid for is helping to open the eyes of parents. He also stressed the need for more career counselors in the schools so that there is guidance in the middle schools, at the Career Center, at the College and at Michigan Works!. Mr. O'Connell added that KCC is interested in having a Michigan Works! office at the KCC RMTTC campus which would help support the linkage from education to employment.

Some suggestions for ways to help support introducing youth to career choices were to increase funding for school counselors so that the counselor to student ratio, which is currently in the range of 500-700:1 at many schools, to something closer to 200:1; advocate for a thirteenth year of school and Early Middle College so that students leave school with CTE credits and an Associate's degree; educate parents about the many career opportunities available through CTE; and support career exploration events such as the [STEM Geekend in downtown Albion](#).

Members also discussed some of the skills most requested by employers which include Microsoft Office for Business, especially proficiency in Excel and the ability to type a minimum number of words per minute. One attendee stated that he has noticed that many juniors and seniors type slow and that middle school students cannot type at all. He attributed this to the fact that classes such keyboarding has been cut from the basic curriculum. One member pointed out that the younger generation often excels in using some of the newer office tools such as Google docs and more seasoned employees could learn from them.

Lisa Godfrey thanked the panelists for their presentations and noted that from today's lengthy discussion, CTE is obviously a very exciting topic.

OLD BUSINESS

None.

CITIZENS' TIME

Kathy Olsen brought attention to the two Veteran Service flyers that were distributed at the meeting: The [Michigan Veteran Affairs Agency Veteran-Friendly Employer \(VFE\) Certification Program](#) and a flyer from the [U.S. Department of Veterans Affairs](#) outlining [Mental Health Resources](#) for Veterans and Their Families.

Ben Damerow reported the annual fundraiser for the Calhoun Area Career Center is Saturday, May 20, 2017. He reported his team won the event last year and he encouraged others to enter a team to challenge his team.

MEMBER'S TIME

Michelle Davis reported that Kalamazoo Public Schools and Portage Public Schools are in dire need of bus drivers. She also gave special recognition to Ann Smith from Michigan Works! Southwest who has been coming to evening meetings to work with families at Housing Resources. Ms. Davis also reported that the new Kalamazoo County Housing Millage is making a difference for many families. However, although there are still funds available, there are no available units for families with children. She reported on one woman with a disability who was displaced

from her home due to a fire. The woman lived in her car with her children for one week before it became known to staff. Housing Resources is seeking an accessible unit for a family of five. John Fiore reported that if a unit could be found, Michigan Rehabilitation Services and/or Disability Network may be able to add a ramp to make the unit accessible.

Davie Maurer reported the Kalamazoo RESA STEM Showcase is today at 11:30 a.m. at Kalamazoo Valley Community College.

UPCOMING MEETINGS

Lisa Godfrey highlighted the upcoming meetings listed on page two of the agenda.

The next meeting of the **full Workforce Development Board** is scheduled for Friday, September 8, 2017 from 8:00 – 9:30 a.m. at Glen Oaks Community College, Business Development Center, 62249 Shimmel Road, Centreville, Michigan.

The next **Executive Committee** is scheduled for Friday, June 9, 2017 from 8:00 a.m. – 9:30 a.m. at the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, Michigan.

The next **Monitoring and Evaluation Committee** is scheduled for Wednesday, June 14, 2017 from 8:00-9:30 a.m. at the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, Michigan.

The next **Disability Awareness Resource Team (DART)** meeting is scheduled for Tuesday, June 13, 2017 from 2:00 - 4:00 p.m. at the Upjohn Institute, Kalamazoo, Michigan.

The next **Talent District Career Council (TDCC)** meeting is scheduled for Thursday, September 21, 2017 from 1:00 – 3:00 p.m. at Kalamazoo RESA, 1819 E. Milham Road, Kalamazoo, Michigan.

The **Veterans Committee** will participate in VCAT meetings at appropriate. [The next VCAT Employment Committee is scheduled for Thursday, June 15, 2017 from 10:00 a.m. to 12:00 p.m. at the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, Michigan.]

ADJOURNMENT

There being no other business, the meeting was adjourned at 9:34 a.m.

Kathy Olsen Date

Lisa A. Godfrey, Chair Date
or Therese Zieleniewski, Vice-Chair