

WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE AMENDED AGENDA AMENDED

THURSDAY, OCTOBER 20, 2022, from 9:00 – 10:30 A.M.

In-Person Meeting

At Michigan Works! Service Center, 200 W. Van Buren Street, Battle Creek, MI 49017

Note: Members must attend in-person to participate in voting.

Public Access is available at:

<https://us02web.zoom.us/j/85636985130?pwd=dWJsZHhRSldweHNkeFVWY1FaMkJJUT09>

Meeting ID: 856 3698 5130 **Passcode:** 496465

Or Dial US Toll Free: 877 853 5257 888 475 4499 833 548 0276 833 548 0282

- I. CALL TO ORDER / INTRODUCTIONS** Lisa Godfrey, Chair
- II. AWARDS** Jakki Bungart-Bibb
 - A. Shining Star Award – September
- III. TRANSPARENCY & INTEGRITY OF WDB DECISIONS** Kathy Olsen
- IV. CITIZENS TIME**
- V. APPROVAL OF MINUTES** *(Vote Required)*
 - A. WDB September 15, 2022, WDB Quarterly Meeting Minutes *(Exhibit A)*
- VI. COMMITTEE REPORTS**
 - A. Career Educational Advisory Council (CEAC) Committee Kris Jenkins/Dustin Scharer
- VII. NEW BUSINESS**
 - A. WDB Plans *(Vote Required)* *(Exhibits B1-B5)* Amy Meyers
 - 1. Food Assistance Employment and Training (FAE&T) FY2023 Plan *(B1)*
 - 2. Barrier Removal Employment Success (BRES) FY2023 Plan *(B2)*
 - 3. Reemployment Services and Eligibility Assessment (RESEA) *(B3)*
 - 4. Trade Adjustment Assistance (TAA) AY2021/FY2023 Allocations & Plan *(B4)*
 - 5. Partnership.Accountability.Training.Hope. (PATH) FY2023 Plan *(B5)*
 - B. WDB Renewal Appointment *(Vote Required)* *(Exhibit C)* Kathy Olsen
- VIII. STAFF REPORTS**
 - A. Business Services Update & Labor Market Info Update *(Exhibit D)* Ashley Iovieno
 - B. Operations Update Jakki Bungart-Bibb
 - C. Directors Report *(Exhibit E)* Jakki Bungart-Bibb
- IX. OLD BUSINESS**

X. CITIZENS' TIME

XI. MEMBERS' TIME

XII. UPCOMING MEETINGS

- A. Full Workforce Development Board – Thursday, Nov. 17, 2022, from 9:00-10:30 am
at Duncan Aviation, 15745 S. Airport Road, Battle Creek, MI 49015
Note: A tour of Duncan Aviation will be provided after the meeting.
- B. Executive Committee – Thursday, Dec. 15, 2022, from 9:00-10:30 am
at Kalamazoo Location TBD
- C. Monitoring & Evaluation Committee –Tuesday, Oct. 25, 2022, from 8:00-9:30 am
at MW Service Center, 200 W. Van Buren St, Battle Creek, MI 49017
- D. Disability Awareness Resource Team (DART) Committee –Tuesday, Nov. 8, 2022,
from 2:00-4:00 p.m. (Virtual Meeting)
- E. Career Educational Advisory Council (CEAC) – Monday, Dec. 5, 2022, from 1:00-3:00 pm
At Kalamazoo RESA, 1819 E. Milham Rd, Portage, MI 49002

XIII. ADJOURNMENT

Lisa Godfrey, Chair

XIV. CLOSED DOOR SESSION – Pending Litigation

**Workforce Development Board
Meeting Minutes
September 15, 2022**

CALL TO ORDER: Workforce Development Board Chair, Frank Tecumseh, called the meeting to order at 9:01 a.m. at the Kalamazoo Regional Educational Service Agency (KRESA), 1819 E. Milham Road, Portage, Michigan 49002.

Attendees introduced themselves and Kathy Olsen introduced individuals who were attending virtually.

WDB Members Present:

Kathi Cain-Babbitt, alt for Willcutt (Labor)	Dave Maurer (PS)* Karla Meeks (PS)	Frank Tecumseh (PS)* Dr. Paul Watson (Educ) ^v
Lisa Godfrey (PS)*	Jackie Murray (PS)*	* Exec Committee
Jared Hoffmaster (PS)	Jose Orozco (CBO)	^v Attended Virtually
Kris Jenkins (Educ)*	Mike Quinn (PS)	

WDB Members Absent

Trevor Bidelman (Labor)	Randall Hazelbaker (PS)*	Windy Rea (Job Corps)
Jill Bland/Cathy Knapp (Econ Dev)	Lisa Johansen (DOC)	David Sutherland (PS)
Karen Doubleday (DHHS)	Derek King (PS)	Elizabeth VanDusen (PS)
Jessica Eyster (PS)	Monteze Morales (Educ)	Ken Willcutt (Labor)
John Fiore (MRS)	Brian O'Donnell (PS)	* Exec Committee

Center for Workforce Innovation and Solutions / Michigan Works! / Upjohn Institute Staff Present:

Jakki Bungart- Bibb	Mike Horrigan ^v	Kathy Olsen
Ben Damerow	Ashley Iovieno	
Francisco Garcia	Amy Meyers	

Michigan Works! Services / Program Staff Present:

Chris Cooper (PATH/Upjohn)	Kerrie Messenger (YOU/KRESA)	Amanda Sutherland (YOU/KRESA)
Paige Daniels (YOU/KRESA)	Patrick Lothamer (YOU/KRESA) ^v	Mark Waurio (PATH/WEUI)
Sam Dougherty (WDI) ^v	Sarah Mansberger (KRESA)	
Jennifer Klempnow (Special Initiatives/Upjohn) ^v	Stefanie Peters (YOU/KRESA)	
	Eric Stewart (KRESA)	

Guests Present:

Rep. Christine Morse	Don Reid (Reporter) ^v	Rep. Julie Rogers/Legislative staff ^v
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SHINING STAR AWARD

Jakki Bungart-Bibb and Board Chair, Frank Tecumseh, recognized multiple staff for their outstanding work.

Jobs for Michigan's Graduates, Manager of the Year – Jakki Bibb began by reporting that Kerrie Messenger, Lead Career Coach at YOU/KRESA, was recently selected as the Jobs for Michigan's Graduates (JMG) Outstanding Manager of the Year. Ms. Bibb noted that the Manager of the Year goes above and beyond what is expected, encourages and exemplifies the JMG purpose and mission, and provides leadership, guidance, support, and resources to enable their team to deliver quality services and achieve high outcomes.

Shining Star Award – July - Chris Cooper, Program Assistant with the PATH program in Calhoun County, was awarded the Shining Star Award for the month of July. He was recognized for his flexibility in meeting participant

needs efficiently and effectively and his kind and caring professionalism. His colleagues noted that he contributes to the mission of Michigan Works! Southwest without fail and is always willing to go above and beyond to serve customers. Ms. Bibb noted that Mr. Cooper is valued and respected by his peers, and Michigan Works! Southwest is lucky to have him as part of the team.

Shining Star Award – August - Patrick Lothamer, Career Coach for Employment Services in Calhoun County was awarded the Shining Star Award for the month of August. He was recognized as being an extremely reliable and natural leader, jumping in to help wherever he is needed, such as providing customer support, staff support, employee assistance, or Michigan Works! Southwest orientations. Ms. Bibb noted that Mr. Lothamer is an amazing asset to the Michigan Works! Southwest team and his colleagues appreciate his dedication and hard work.

Board Chair, Frank Tecumseh, announced additional awards to individuals who were recognized at the Michigan Works! Association's annual conference earlier this week.

Annual Shining Star Award - Mr. Tecumseh reported that the Annual Shining Star Award from the Michigan Works! Association was awarded to Stefanie Peters, Manager of the Michigan Works! Southwest's Trade Adjustment Assistance (TAA) team. Her responsibilities include ensuring TAA participants in training have their books and tuition paid for, creating payment vouchers, reaching out for attendance and benchmark review reports, and assisting participants with job search after their training has ended. In addition to completing the financial tracking and student waivers for TAA participants, Stefanie stays abreast of local businesses that have filed for TAA eligibility. As a result, Stefanie's case load has the potential to increase by hundreds of participants overnight. Stefanie works tirelessly to gain full understanding of TAA and to ensure the utmost quality services for TAA participants. Her co-workers describe her as a walking encyclopedia of knowledge when it comes to the laws, rules, and regulations of TAA. In addition to these efforts, Stefanie successfully maintains the case management for her active participants and finds time to assist her teammates. Stefanie's customers are always grateful for her consistency, encouragement, and support while engaged in TAA services. Stefanie's vast knowledge of TAA, time management, impeccable organizational skills, and extraordinary supervision are unparalleled. Her supervisor stated, "I cannot think of a better person than Stefanie Peters, to represent Michigan Works! Southwest as the Shining Star. Stefanie's dedication to her participants and to the TAA program shines through each and every day. She leads with compassion, trustworthiness, and respect." It was also noted that Stefanie loves to share her knowledge with her team, as well as elevate them to be the best they can be through her exceptional leadership strategies.

Champions of Workforce Development – Mr. Tecumseh reported that Ben Damerow was recognized with the Champions of Workforce Development Award at this year's Michigan Works! Conference. As a champion of workforce development for the past twenty years, Ben Damerow truly set the bar with his commitment to the Michigan Works! system. During his tenure, he exemplified the highest standards of leadership through his service in multiple positions, most recently as the Michigan Works! Southwest Director. Mr. Damerow's significant contributions to workforce development in Michigan have been exhibited through his tenure as Chair of the Michigan Works! Directors Council and as a member of the Great Lakes Employment and Training Association (GLETA). During his time as a Michigan Works! Director, Mr. Damerow contributed to the statewide efforts of a regional approach for the delivery of Michigan Works! services and played a critical role in the restructuring of the governance of the Michigan Works! Association. Locally, Mr. Damerow's representation of the Michigan Works! system was exhibited through multiple leadership roles with varying community initiatives. As a result of his expertise and passion for workforce development, Mr. Damerow was promoted to the Senior Director of the W.E. Upjohn Institute for Employment Research's Center for Workforce Innovation and Solutions, working to expand service delivery for job seekers, employers and communities in Southwest Michigan, and focusing on state and national advocacy and policy initiatives specific to workforce development.

Representative Julie Rogers expressed her congratulations to Ben Damerow and noted that the award was definitely well deserved. Ben Damerow reported he was humbled to receive such a prestigious award and he thanked local staff, especially Jakki Bungart-Bibb and Amy Meyers, for their support and dedication to running local operations.

TRANSPARENCY & INTEGRITY OF WDB DECISIONS

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. There were none.

CITIZENS' TIME

Julie Rogers reported the State legislature will be back in session Wednesday, September 21, 2022, and they hope to pass a supplemental appropriations bill.

APPROVAL OF MINUTES

WDB Executive Committee July 21, 2022, Meeting Minutes (*Exhibit A*)

Motion made by Lisa Godfrey and supported by Dave Maurer to approve the July 21, 2022 Workforce Development Board Executive Committee meeting minutes. Motion carried.

COMMITTEE REPORTS

DART Report

Kathy Olsen reported Representative Julie Rogers joined the Disability Awareness Resource Team's (DART) virtual meeting earlier this week and provided a legislative update. Highlights include the replacement of disability signage with signage that is more modern and action oriented; the ability for physical therapists to now authorize placards for disability parking (previously individuals had to contact their doctor); and the forming of a Youth Advisory Council for youth 9th-12th grade, which will meet once a month. Anyone interested in knowing more about the Youth Advisory Council should email Representative Rogers at JulieRogers@house.mi.gov. Representative Rogers also requested that members keep her informed of any emerging issues. She also reminded members to include a notice on event promotional materials, that accommodations are available and how to ask for them. She noted that this was very helpful when promoting expungement fairs.

Discussion at the DART meeting that pertained to pending and/or potential legislation included:

- The privatization of mental health and the need to support a public option.
- The need for increased wages for front-line healthcare workers, as well as nurses in the public healthcare system, so they can be competitive with private healthcare employment.
- Auto No-Fault legislation and the recent settlement of the Andary family case – per the published opinion, cases prior to the July 2021 implementation of the new No-Fault laws should be paid in full.
- Concerns were raised regarding pending Guardianship legislation.
- The Food Desert Bill to provide underserved areas with access to affordable fresh food and vegetables is scheduled to sunset at the end of September, and a potential new Bill, if passed, would extend this legislation.

Member agency updates at the DART meeting included the following:

- Member agencies noted that because jobs are plentiful, agencies are more focused on providing supports for customers rather than job development.
- Integrated Services Kalamazoo is a Certified Community Behavioral Health Center (CCBHC) and can now serve the general public beyond Medicaid recipients. The services provided by CCBHCs focus on wellness, recovery, trauma-informed care, and physical-behavioral health integration.
- Beginning October 3, 2022, PATH participants will be expected to report to in-person orientation at Michigan Works! Southwest.
- The rising cost of rent is a concern because, although wages are rising, they are not keeping up with the increases in rent. COVID Emergency Rental Assistance (CERA) funds are no longer available.
- Another \$9.7 million will be available for Barrier Removal Employment Success (BRES). The funds will be distributed through Michigan Works! agencies and will be used to remove barriers and provide supportive services to assist individuals with their transition to employment.
- The current Project SEARCH cohort has ten students interning at Bronson. This is the last week of classroom instruction, and their rotations begin next week.
- Disability Network of Southwestern Michigan continues to offer workshops available to the general public on topics related to serving individuals with disabilities.

- Kalamazoo RESA is seeking volunteers to assist with the MiCareerQuest™ that is scheduled to take place on October 25 & 26, 2022.

NEW BUSINESS

WDB Appointments (Exhibit B1)

Kathy Olsen requested Board consideration and approval for new appointments to the Michigan Works! Southwest Workforce Development Board. The appointments included three individuals representing the private sector for the balance of a term that began October 1, 2021, and which ends September 30, 2023. The three private sector appointments were Brian O'Donnell, Service Manager, Martell Electric, LLC, changing representation from labor to private sector; Karla Meeks, Human Resource Manager, Stewart Sutherland; and Sabrina Radenovic, HR Business Partner, Stryker. She also requested the approval of one individual to represent labor. The labor appointment was for Morris Applebey, Business Manager/Financial Secretary, International Brotherhood of Electrical Workers (IBEW) Local 131, for a term that begins October 1, 2022, and which ends September 30, 2024.

Motion made by Kris Jenkins and supported by Dave Maurer to appoint Brian O'Donnell, Service Manager, Martell Electric, LLC; Karla Meeks, Human Resource Manager, Stewart Sutherland; and Sabrina Radenovic, HR Business Partner, Stryker; as private sector representatives for the balance of terms that began October 1, 2021 and which end September 30, 2023; and to appoint Morris Applebey, Business Manager/Financial Secretary, International Brotherhood of Electrical Workers (IBEW) Local 131, to represent labor, for a term that begins October 1, 2022, and which ends September 30, 2024. Motion carried.

WDB Renewals (Exhibit B2)

Kathy Olsen requested Board consideration and approval for renewal appointments of non-private sector members to the Michigan Works! Southwest Workforce Development Board for another two-year term beginning October 1, 2022 and ending September 30, 2024. The renewals are as follows:

- Ms. Jill Bland, CEeD, Executive Vice President, Southwest Michigan First and Ms. Cathy Knapp, Partner, Southwest Michigan First as her alternate, representing Economic Development.
- Mr. Jose Luis Orozco, Jr., Executive Director, Voces and Mr. Charles Rose, Capacity Builder, Voces as his alternate, representing community-based organizations.
- Dr. Paul Watson II, Interim President, Kellogg Community College; and Ms. Kris Jenkins, Superintendent, Branch ISD Educational Service Agency, representing education, with Mr. Dustin Scharer Assistant Superintendent of CTE, Branch Intermediate School District, as an alternate for Jenkins; and Ms. Monteze Morales, Promise Coach, Kalamazoo Valley Community College, as an additional education alternate.
- Mr. Trevor Bidelman, President/Business Agent for BCTGM Local 3G and Mr. Ken Willcutt, Business Representative for the Plumbers, Pipefitters and HVACR Local Union No. 357, representing labor; with Ms. Kathi Cain-Babbitt, Steward for AFSCME Local 1668, as an alternate for Willcutt.
- Ms. Karen Doubleday, Assistance Payments Program Manager, Michigan Department of Health & Human Services, representing public assistance agencies.
- Mr. John Fiore, District Manager, Southwest District for Michigan Rehabilitation Services and Ms. Rebecca Hill, Site Manager for Michigan Rehabilitation Services, as an alternate for Fiore, representing rehabilitation agencies.
- Ms. Lisa Johansen, Parole/Probation Supervisor, Michigan Department of Corrections, Kalamazoo Office, representing the Michigan Department of Corrections.

Motion made by Jared Hoffmaster and supported by Dave Maurer to renew the appointments of non-private sector representatives to the Michigan Works! Southwest Workforce Development Board as presented for another two-year term beginning October 1, 2022 and ending September 30, 2024. Motion carried.

CEAC Memberships Renewals (Exhibit C)

Kathy Olsen requested Board consideration and approval of the Career Educational Advisory Council (CEAC) membership for Michigan Works! Southwest. She reported CEAC members recommended that Tim Staffen continue serving as chair of the CEAC.

Members whose term runs from July 1, 2022, through June 30, 2024, include:

- Dr. Dennis Baskin, Dean of Workforce Development, Kellogg Community College
- Dr. Deb Coates, Dean of Instruction, Kalamazoo Valley Community College
- Dr. Mark Dunneback, (Alternate for Dr. Deb Coates), Dean for Business and Technical Careers, Kalamazoo Valley Community College
- Mitch Fowler, Assistant Superintendent for Curriculum, Instruction and Assessment, Battle Creek Public School
- LaToy Green, Public-School Parent
- Dr. Madonna Jackson, Dean of Academics, Glen Oaks Community College
- Jerry Johnson, Legislation & Education Policy / Adult Education, Calhoun Intermediate School District
- Andrea Rainer, Education Specialist, Nottawaseppi Huron Band of the Potawatomi
- Windy Rea, Career Transition Specialist, Alutiiq, a Wholly Owned Subsidiary of Afognak Native Corporation / Job Corps
- Tammy Schiller, Student Services Academic Consultant, Calhoun Area Career Center, Calhoun Intermediate School District

Members whose term runs July 1, 2021, through June 30, 2023, are as follows:

- James Berry, Director of Career Technical Education, St. Joseph County Intermediate School District
- James Brylowski, President, Southwest Michigan Building Trades and Bus Rep, Bricklayers and Allied Craftworkers Local 2
- Cameron Buck, Career Education Planning District (CEPD) Director, Kalamazoo RESA
- James Callahan, (Alternate for Brylowski), Secretary/Treasurer, SW MI Building Trades and Bus Rep Sheetmetal Workers Local 7
- David Maurer, CFO and President, Humphrey Products Company
- Jeff Birkholz, Manager, North American Technical Training, DENSO Manufacturing Michigan, Inc.
- Brian O'Donnell, Service Manager, Martell Electric
- Diane Owen-Rogers, Southwest MiSTEM Regional Director
- James Sertic, Owner, Sertic Consulting & Implementation
- Dustin Scharer, Assistant Superintendent of CTE for Branch County, Branch Intermediate School District
- Tim Staffen, Assistant Superintendent for Career & Technical Education, Calhoun Intermediate School District
- Eric Stewart, (Alternate for Cameron Buck), Assistant Superintendent of Career & Talent Development, Kalamazoo RESA
- Ken Willcutt, Business Representative, Plumbers & Pipefitters & HVACR Local Union 357

Motion made by Kathi Cain-Babbitt and supported by Jared Hoffmaster to approve the Career and Educational Advisory Council (CEAC) roster for Michigan Works! Southwest as presented with approximately half of the members serving July 1, 2022, through June 30, 2024, and approximately half of the members serving July 1, 2021, through June 30, 2023, and with Tim Staffen continuing as CEAC chair. Motion carried.

Election of Chair and Vice Chair

Dave Maurer nominated Lisa Godfrey to serve as Chair and Jackie Murray to serve as Vice-Chair of the Michigan Works! Southwest Workforce Development Board for a one-year term beginning October 1, 2022. Both Lisa Godfrey and Jackie Murray expressed their willingness to serve.

Motion made by Kathi Cain-Babbitt and supported by Jared Hoffmaster to accept the nomination of Lisa Godfrey as chair and Jackie Murray as vice chair of the Michigan Works! Southwest Workforce Development Board for a one-year term beginning October 1, 2022. Motion carried.

Michigan Works! Association Board Appointments

Dave Maurer reported the Michigan Works! Association has two seats from each Michigan Works! Southwest area on the Michigan Works! Association Board. In the past, these seats for Michigan Works! Southwest have been filled by the Director or Deputy Director and the WDB Vice Chair.

Motion made by Dave Maurer and supported by Lisa Godfrey to appoint Jakki Bungart-Bibb and Jackie Murray to represent Michigan Works! Southwest on the Michigan Works! Association Board. Motion carried.

STAFF REPORTS

Business Services Activities

Ashley Iovieno provided an update on the Regional Talent Innovation Grant (RTIG), job fairs, and the Going PRO Talent Fund (GPTF).

Regional Talent Innovation Grant (RTIG) – Ms. Iovieno reported that after many conversations with the Michigan Economic Development Corporation, a grant opportunity called the Regional Talent Innovation Grant (RTIG) was launched in the Michigan Works! Southwest area. The open application period for employers will run until the first week of October. This opportunity is designed for employers who have a need for short-term credentialed training in the manufacturing sector and who also have a minimum of 51% of their team fall in the low-to-moderate income levels per county, as levels have been provided to MWSW by MEDC, as defined by HUD. The current goal is to serve 160 individuals throughout the duration of this grant. There is a focus on upskilling low-to-moderate income individuals in response to job loss or lack of access to upskilling, as a result of the impacts of the COVID-19 pandemic.

Job Fairs – Ms. Iovieno reported a Career Fair for All was held in Kalamazoo on August 10, 2022, from 12:00-3:00 p.m. at Urban Alliance. Partners involved included Michigan Works! Southwest, Urban Alliance and the Kalamazoo Literacy Council. There were 104 job seekers, 31 employers, and 12 community agencies in attendance and 39 resumes were created onsite. She expressed a thank you to the planning committee for that event which included partners from across the organization as well external partners. She noted that Representative Rogers also attended the event.

Going PRO Talent Fund (GPTF) Industry Led Collaborative (ILC) – Ms. Iovieno reported that the State released some GPTF information to Michigan Works! Agencies on September 7, 2022, and additional details are expected in the near future. This year there are many changes to the program, including a streamlined application. Due to these changes and the needed implementation time to update the online application portal, the application period will most likely not open until November 15, 2022, and it will close in mid-December with training allowed to begin in February 2023. The other substantial change to the program is the addition of a second funding cycle during the year. Although details are tentative, the State is planning on a second application period opening in the Spring of 2023, for employers wishing to schedule training later in the year. The changes being explored for implementation are the result of the feedback from focus groups and one-on-one sessions conducted by the Office of Continuous Improvement. The one-on-one sessions were conducted with Michigan Works! Agencies, employers, and partners, to gather feedback on how to make the program better. Staff are still awaiting additional details; however, plans are to host an information session for training providers, economic development partners, and local chambers of commerce prior to launching employer information sessions in October.

Labor Market Information

Michigan's Labor Market News – Links to the most recent labor market news were emailed to members following the meeting.

Burning Glass Analytics and Real Time Jobs Data (Exhibit D) - The website link to the labor market reports generated from Burning Glass Analytics and Real Time Jobs Data that identified 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 Michigan Works! Southwest Area for the period June 1, 2022, through July 31, 2022, were included in the meeting notice.

Operations Update

Ms. Bibb reported that foot traffic at the Michigan Works! Service Centers continues to increase. The staff at the centers continue to offer virtual appointments and in-person services, to meet the needs of the customers. Michigan Works! Southwest also continues to have staff at various locations within the community, such as the Douglass Community Center and the Kalamazoo Defender office, as well as locations within the neighborhoods of Battle Creek. The Michigan Works! Annual Conference was held in Mt. Pleasant. This was the first time the conference was in-person since 2019. It was a great event, with a lot of information sharing and networking. A few staff from Michigan Works! Southwest were presenters at the event, at the request of our state partners, which is always an honor. A couple of individuals from our Special Initiatives team presented on the Learn, Earn and Provide (LEAP) program. The LEAP program assists non-custodial parents with employment and training services, so they are able to meet their child

support obligations. The LEAP program was piloted in the Michigan Works! Southwest service area, prior to expanding to a couple of other Michigan Works! areas. Ms. Bibb expressed pride in the work of the Special Initiatives team, as they were involved in the creation, planning, and implementation of the LEAP program and the result is that we are seeing some great outcomes. Local staff also assisted with a presentation on the Food Assistance Employment and Training (FAE&T) program. Lastly, the Kalamazoo RESA team presented Ten Takeaways for Successful Financial Literacy Partnerships. Ms. Bibb noted that it was great to see so much of the work done in the Michigan Works! Southwest area highlighted at a statewide event.

Director's Report (Exhibit E)

State - Approximately \$8 billion, still to be allocated through the supplemental budget process, the Michigan Works! Association recently updated the 2022 State legislative priorities. The Association will be advocating for \$100 million over a three-year period to support short term credentials for both Pell and non-Pell eligible individuals; \$80 million over a three-year period to support youth work experience, career coaching, and individualized services for youth; and \$30 million to maintain and enhance physical and digital infrastructure to serve businesses and job seekers more effectively. A one-page summary with additional details is available on the Association's website and can be accessed at https://www.michiganworks.org/s/2022-State-Legislative-Priorities_Fall-2022.pdf.

Federal - Congress returned to session last week and is working towards a Continuing Resolution (CR) to temporarily fund the government beyond the September 30, 2022 fiscal year end date. It is anticipated that the CR will last until mid-December. This will allow time for broader discussions on top line funding levels. Currently, there is no expectation of a government shutdown.

Wagner-Peyser – No additional information is available regarding the proposed changes for Wagner-Peyser since the last report. Staff are still waiting for responses to all comments submitted, as well as a final USDOL decision.

Other - Ms. Bibb thanked Frank Tecumseh for his service on the Workforce Development Board, as well as his leadership as Chair, for the past two years. Ms. Bibb also recognized Kathy Olsen for her 29-year anniversary at the Upjohn Institute, and her work with Michigan Works! Southwest.

The written Director's Report (Exhibit E) was emailed to members following the meeting.

PROGRAM

Career Technical Education – Eric Stewart, assistant Superintendent at Kalamazoo RESA, and Sarah Mansberger CTE, EFA and EMC Administrator at Kalamazoo RESA, provided a PowerPoint presentation on Career Technical Education and the new Career Center planned for Kalamazoo County. Groundbreaking for the Career Center is scheduled for the afternoon of September 30, 2022.

National, State and Local Economy – Mike Horrigan, President of the Upjohn Institute, provided a PowerPoint presentation that included updated data on the national, state, and local economy.

Links to both presentations were emailed to attendees following the meeting.

OLD BUSINESS

None.

CITIZENS' TIME

No comments.

MEMBERS' TIME

Discussion occurred regarding a potential rail embargo and the effects it could have on prices and supplies, as well as regarding businesses that have closed due to higher costs and worker shortages.

UPCOMING MEETINGS

- Frank Tecumseh noted a correction to the list of upcoming meetings. The next WDB Executive Committee meeting will be Thursday, October 20, 2022, from 9:00-10:00 a.m. at the Michigan Works! Service Center, 200 W. Van Buren Street, Battle Creek, Michigan 49017.
- The next meeting of the full WDB is scheduled for Thursday, November 17, 2022, from 9:00 – 10:30 a.m. It was announced that this meeting would be held at Kellogg Community College's RMTTC building; however, the meeting location was later changed to Duncan Aviation, 15745 South Airport Rd, Battle Creek, Michigan.

Other upcoming committee meetings listed on the agenda included:

- The Monitoring and Evaluation Committee meeting is scheduled for Tuesday, October 25, 2022, from 8:00 – 9:30 a.m. at the Michigan Works! Service Center, 200 W. Van Buren Street, Battle Creek, Michigan.
- The Career Educational Advisory Council (CEAC) meeting is scheduled for Monday, September 19, 2022, from 1:00-3:00 p.m.
- The Disability Awareness Resource Team (DART) Committee is scheduled for Tuesday, November 8, 2022, from 2:00-4:00 p.m.

ADJOURNMENT

There being no other reports or business for the Board, the meeting was adjourned at 10:32 a.m. Representative Rogers provided a decorated cake to celebrate Ben Damerow's recognition as a Champion of Workforce Development.

Kathy Olsen Date

Frank Tecumseh Date

APPROVED

These minutes were approved on _____

FY2022 Food Assistance Employment and Training Program

PI: 22-20

For fiscal year 2023, October 1, 2022 – September 30, 2023, \$102,541 has been allocated to Michigan Works! Southwest, by the Department of Labor and Economic Opportunity (LEO), for the Food Assistance Employment and Training (FAE&T) program. This is a decrease from the \$130,082 allocation in FY2022. Allocations are based on the number of Food Assistance Program (FAP) cases by county. Michigan Works! Southwest will receive separate allocations for program delivery and supportive services.

Background

The FAE&T Program is designed to establish a connection to the labor market for able-bodied adults without dependents (ABAWDs), receiving Food Assistance, between the ages of 18 and 49, without minor dependents on their Food Assistance Program (FAP) case. The FAE&T Program is also available to single adults aged 18 through 59 years old and adult members of a FAP household with minor children.

The FAE&T funds may only be used to provide employment and training activities and supportive services to individuals referred to Michigan Works! by the Michigan Department of Health and Human Services (MDHHS).

Program Operations Funds

In addition to program delivery costs, program operations funds may be used for actual educational costs if no other source of financial assistance is available to the participant.

Supportive Services

Supportive service funds may be used for expenses incurred to assist participants to overcome barriers that prevent them from engaging in employment and training activities.

Job retention supportive services are also available and designed to assist participants in maintaining employment.

Funding Summary

Funding Source and Cost Categories	Funding Levels
FY2023 Allocation	\$102,541
Program	\$85,087
Supportive Services	\$8,000
Administration	\$9,454

Source: PI: 22-20; 9/22/2022

Technical Information

Program Title/Number

FY23 Food Assistance Employment and Training (FAE&T) Program Plan Instructions PI: 22-20

Funding Source

US Department of Agriculture (USDA) Supplemental Nutrition Assistance Program Grant and State GFGP

Funding Level

\$102,541

Duration

FY2023 (October 1, 2022 – September 30, 2023)

Reference

Department of Labor and Economic Opportunity PI: 22-20; 09/22/2022

CFDA Number

10.561

Barrier Removal Employment Success (BRES)

PI: 22-18

Background

The Michigan Department of Labor and Economic Opportunity, Workforce Development (LEO-WD) is providing funding to support the employment and reemployment of at-risk individuals and the removal of barriers to employment, through the development of the Barrier Removal Employment Success (BRES) program.

Michigan Works! Southwest has been allocated \$489,769 in funding for BRES to serve at-risk populations including, but not limited to, individuals served thru the Healthy Michigan Plan, the Clean Slate Pilot (CSP) program, Business Resource Network (BRN) Program, the Michigan Reconnect scholarship program, and the Asset Limited Income Constrained Employed (ALICE) population.

Eligibility

Participants are required to be at least 16 years of age with no maximum age limit. There are no income restriction levels or employment requirements for participation in this program.

Funding

The funding allocated for BRES is to be utilized to support activities that are not eligible or feasible under another funding source or if there is insufficient funding to support those activities.

In addition, the funding allocated in this PI may be utilized to provide employer supports to encourage participation in BRNs. Employer supports may include subsidizing BRN membership fees.

Support services many include, but are not limited to:

- Auto Insurance.
- Auto Purchase.
- Drug Tests.
- Fees (union dues, test fees, licensing, bonding, and background checks).
- Housing/Rental.
- Fingerprinting.
- Private Vehicle Mileage Reimbursement.
- Legal Services (expungement of criminal record).
- Personal Grooming Supplies/Services.
- Rent/Utility Expense Assistance.
- Training Materials, Textbooks, Tools, and Supplies.
- Work Tools and Equipment.
- Clothing
- Birth Certificate.
- Tests/Permits.
- Driver's License.
- Auto Repair.
- Pre-Employment Exam and Screening.
- Family Support Services.
- Child Care.
- Family Care.
- Other.

Technical Information

Program Title/Number	Barrier Removal Employment Success
Funding Source	State General Fund/General Purpose Funds
Funding Level	\$489,769
Duration	October 1, 2022 – September 30, 2024
Reference	State of Michigan PI: 22-18; 09/16/2022
CFDA Number	N/A

Calendar Year 2022 Reemployment Services and Eligibility Assessment Program
PI: 22-22

Michigan Works! Southwest has received notice from the Department of Labor and Economic Opportunity (LEO) of an allocation for the Reemployment Services and Eligibility Assessment (RESEA) Program. The allocation, totaling \$135,000, is for the time period of January 1, 2022, through September 30, 2023. This represents a decrease from the 2021 allocation which totaled \$169,124.

Background

The four goals of the RESEA program are:

- To improve employment outcomes of individuals that receive unemployment compensation and reduce benefit duration through employment.
- To strengthen program integrity and reduce improper payments of unemployment compensation.
- To promote alignment with the broader vision of the Workforce Innovation and Opportunity Act (WIOA).
- To establish RESEA as an entry point to other workforce system partner programs.

Early intervention with a proactive approach should result in returning the unemployed back to work sooner. Only claimants referred from UI may receive services through the RESEA program.

Services

Michigan Works! Southwest must deliver the RESEA activities listed below, during an individual's first RESEA appointment:

- Orientation to MWA Services
- Confirmation of an active profile on Pure Michigan Talent Connect (PMTTC)
- Assessment of UI Eligibility
- Discussion of Monthly Work Search
- Development of an Individual Employment Plan (IEP)
- Discussion of Labor Market Information
- Referral to appropriate Reemployment Services

The opportunity for, and benefits of returning for, a second (voluntary) RESEA appointment will then be discussed.

In addition, mandated subsequent RESEA appointments will be scheduled for half of the individuals who attend an initial RESEA appointment as a part of the state evaluation in accordance with DOL requirements.

During the mandated and voluntary subsequent RESEA appointment, the following activities must occur:

- UI Eligibility Assessment.
- Discussion of the Monthly Work Search.
- Review of the IEP.
 - Continue the use of the My Reemployment Plan for any revisions to the IEP.

Technical Information

Program Title/Number	Reemployment Services and Eligibility Assessment (RESEA) Program PI: 22-22
Funding Source	UIA-RESEA Funds
Funding Level	\$135,000
Duration	January 1, 2022 – September 30, 2023
Reference	Department of Labor and Economic Opportunity (LEO) PI: 22-22, October 7, 2022
CFDA Number	17.225



*An equal opportunity employer / program supported by the State of Michigan. 1-800-285-WORK (9675).
 Auxiliary aids and services are available upon request. Dial 711 for Relay Center and TTY.
 Supported in part with state and/or federal funds.*

**Trade Adjustment Assistance (TAA) Appropriation Year (AY) 2021/Fiscal Year (FY) 2023 Allocations
for the Time Period of October 1, 2022, through September 30, 2023,
TAA Plan, and Merit Staffing Certification for FY 2023**

Background

TAA is a federal program that assists U.S. workers who have lost their jobs as a result of foreign trade. The program seeks to provide adversely affected workers with opportunities to obtain the skills, credentials, resources, and support necessary to become reemployed.

The planned allocation of funding to support TAA program activities for the period October 1, 2022, through September 30, 2023, for Michigan Works! Southwest is \$704,435. This represents a decrease in TAA funding in comparison to last year's allocation of \$800,297.

Funding Summary

Cost Categories	Funding Levels
FY2023 Allocation	\$704,435
Program	\$503,168
Case Management	\$176,109
Administrative	\$25,158

Case Management

The purpose of case management services is to provide workers the necessary information and support for them to achieve sustainable reemployment. These services will be available to workers over the course of their participation in the TAA program, in an integrated manner that suits their individual needs at a particular time. Allowable Case Management activities include the provision of: Comprehensive Assessments, Individual Service Strategies, Training Information, Financial Aid Information, Employability Skills Assistance, Career Counseling, Labor Market Information and Supportive Services Information.

Program

TAA program funds can be used to fund the following TAA services (and all allowable benefits that accompany the service): Classroom Training, On-the-Job Training, Customized Training, Registered Apprenticeship Training, Job Search Allowances and Relocation Allowances.

Merit Based Staffing

Staff who make determinations of TAA program eligibility must meet the definition of a TAA Merit Staff employee.

Technical Information

Program Title/Number	Trade Adjustment Assistance (TAA) Fiscal Year (FY) 2023 Allocations; Policy Issuance 22-21
Funding Source	AY2021/FY2023 TAA Funding
Funding Level	\$704,435
Duration	FY2023 (October 1, 2022 – September 30, 2023)
CFDA Number	17.245

FY2023 Partnership. Accountability. Training. Hope. (PATH) Program Plan Instructions
Policy Issuance: 22-24

Background

Michigan Works! Southwest received notice of the Fiscal Year (FY) 2023 allocations for the Partnership. Accountability. Training. Hope. (PATH) program from the State of Michigan. The projected FY2023 allocation, totaling \$2,820,197, is supported from Temporary Assistance for Needy Families (TANF) federal funds and Penalty and Insurance (P & I) state funds. This allocation reflects an increase in comparison to the FY2022 allocation for PATH which totaled \$2,817,292.

The purpose of PATH is to assist Family Independence Program (FIP) recipients with their transition to self-sufficiency. The PATH program provides participants with employment-related services, training, work experience opportunities and supportive services to help obtain and retain employment.

Eligibility

Individuals eligible for participation in the PATH program include Family Independence Program (cash assistance) recipients and applicants referred by the Department of Health and Human Services (DHHS).

AEP

FIP applicants begin with a 10-day application eligibility period (AEP) where individuals work one-on-one with PATH Career Coaches to identify and address barriers to employment and connect applicants to resources addressing those challenges.

Funding Summary

Funding Source	Funding Levels
FY2023 Allocation	\$2,820,197
TANF	\$2,601,228
P&I	\$218,969

Source: PI: 22-24, 10/18/2022

Technical Information

Program Title/Number	FY23 Partnership. Accountability. Training. Hope. (PATH) Program Plan Instructions PI: 22-24
Funding Source	Temporary Assistance for Needy Families (TANF) and Penalty and Interest (P & I)
Funding Level	\$2,820,197 (\$2,601,228 in TANF federal funds; \$218,969 in P & I state funds)
Duration	FY2023 (October 1, 2022 – December 31, 2023)
Reference	State of Michigan Policy Issuance: 22-24; October 18, 2022
CFDA Number	93.558 (TANF)

DATE: October 13, 2022
TO: Workforce Development Board
FROM: Jakki Bungart-Bibb / Kathy Olsen
SUBJECT: Workforce Development Board – Membership Renewal

We are requesting WDB consideration and approval of the following renewal appointment to the Workforce Development Board for Michigan Works! Southwest (Branch, Calhoun, Kalamazoo, and St. Joseph Counties).for another two-year term beginning October 1, 2022 and ending September 30, 2024.

REPRESENTING AT-LARGE / OTHER

Ms. Windy Rea, Admissions Counselor for Michigan Job Corps, Adams & Associates

Directors Report

October 20, 2022

Michigan Works! Association

The second strategic planning session was held in Lansing on September 28th. The focus of the session was to collaboratively generate objectives and activities to achieve goals identified during the first session. Public Sector Consultants first provided a recap from session one, which included reviewing interview feedback (highlights of the successes, challenges, and opportunities for improvement), the SWOT analysis (highest-voted responses among strengths, weaknesses, opportunities, and threats), and the goal categories (developed during a consensus-building exercise). Those goals included:

- (1) diversifying funding sources
- (2) enhancing relationship building
- (3) improving brand management
- (4) establishing a Center of Excellence and align with professional development offerings
- (5) strengthening advocacy efforts

In relation to identified goals:

Enhanced Relationship Building

- On Tuesday, the Michigan Works! Association and several Michigan Works! directors attended the one-year anniversary of Governor Whitmer's MI New Economy Plan. The event featured networking and panel discussions on a range of topics, including child care accessibility, housing, community development, and support for small businesses. During the event, Governor Whitmer also signed into law the [Michigan Achievement Scholarship](#), an effort to make college more affordable based on demonstrated financial need, and in alignment with the state's Sixty by 30 Goal.
- A number of Michigan Works! directors were able to connect with key staff at the newly created CHIPS Office within the U.S. Department of Commerce to discuss funding opportunities and workforce development for semiconductor manufacturing and facility construction. Under the CHIPS Act, [\\$39 billion in incentives from the federal government will be available to build domestic semiconductor manufacturing facilities](#). While there are no direct workforce grants through these incentives, the CHIPS Office will be encouraging applicants to include workforce elements within their proposals. Michigan has asked the CHIPS Office to specifically include Local Workforce Development Boards as a required partner in these proposals, which would help leverage additional resources for this critical industry.

Federal

Congress approved a continuing resolution (CR) on September 30th to temporarily extend fiscal year 2022 spending levels until December 16th. Passage of the short-term spending bill avoided a government shutdown on October 1 and provided more time for lawmakers to reach an agreement on federal funding for fiscal year 2023.

Wagner-Peyser

No additional information available at this time.

September 2022
Services Summary

Michigan Works! Southwest Dashboard



PATH

Partnership. Accountability. Training. Hope.

Number of Participants
(Served 10/01/21 – 09/30/22)

604

Employment Rate
(10/01/21 – 09/30/22)

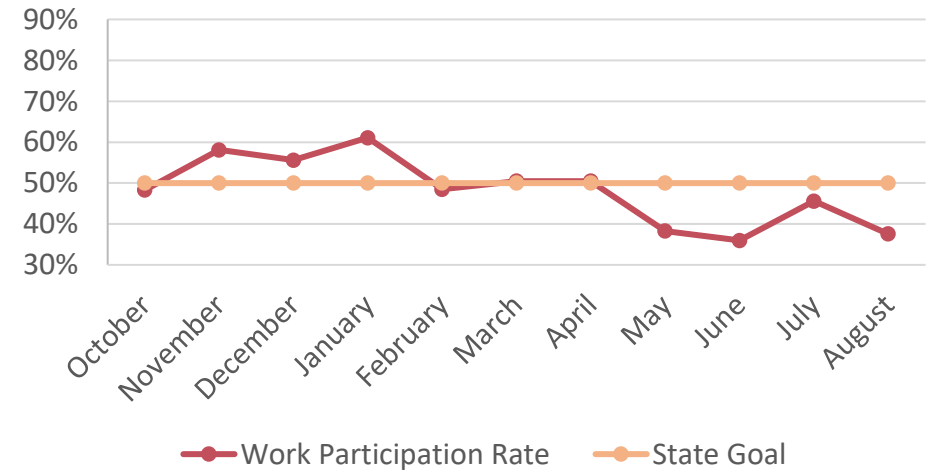
35%

Wage
(MW! Southwest Goal: \$10.00)

\$14.38

PATH Work Participation Rate (August 2022): 37.6%

PATH Work Participation Rate



FAE&T

Food Assistance Employment & Training

Number of
Participants
(Served 10/01/21 – 09/30/22)

2

Employment Rate
(10/01/21 – 09/30/22)

50%



LEAP

Learn, Earn And Provide

Number of Participants
(Served 10/01/21 – 09/30/22)

232

Employment Rate
(10/01/21 – 09/30/22)

75%

Wage
(MW! Southwest Goal: \$10.00)

\$15.00

CLEAN SLATE

Intake
(Served 06/01/21 – 09/30/22)

1,833

Active
(06/01/21 - 09/30/22)

156

Expungements
(06/01/21 - 09/30/22)

19

BRES

Barrier Removal Employment Success

Number of Individuals
Who Received BRES
Services
(10/01/21 – 09/30/22)

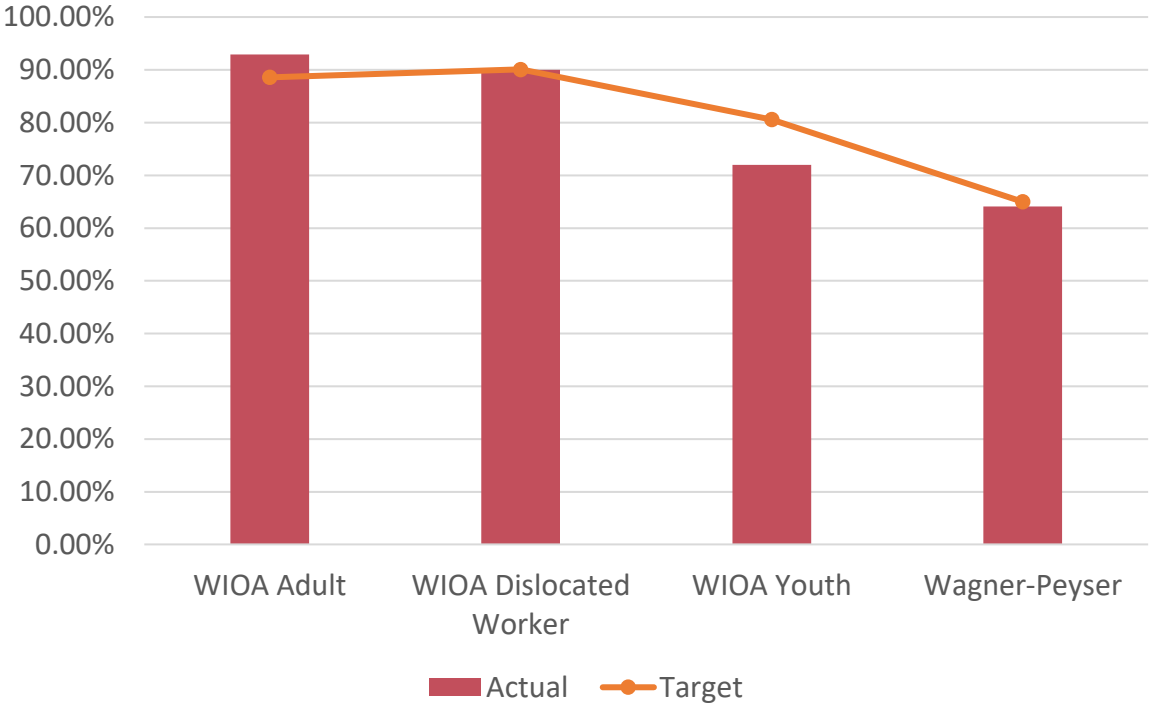
225

Most Common Support
Services Received

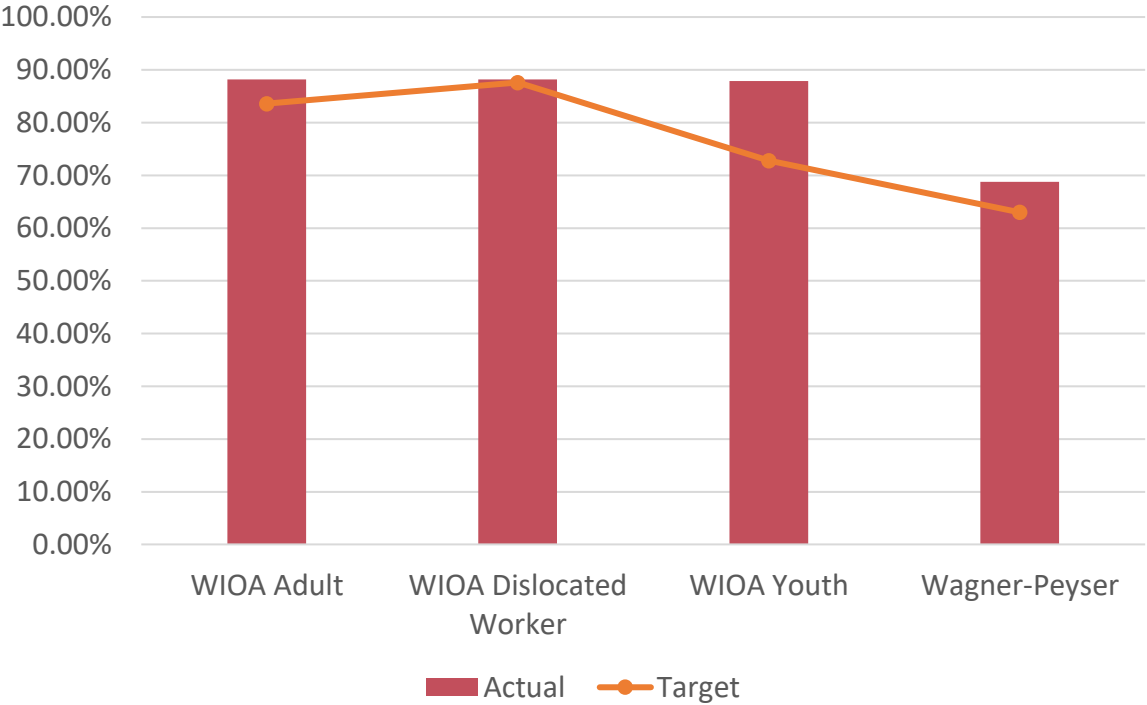
- Expungement fees
- Auto insurance/registration
- Auto repair
- Utility bills

WIOA and Wagner-Peyser Performance

Employment 2nd Quarter After Exit
(07/01/22 to 10/17/22)

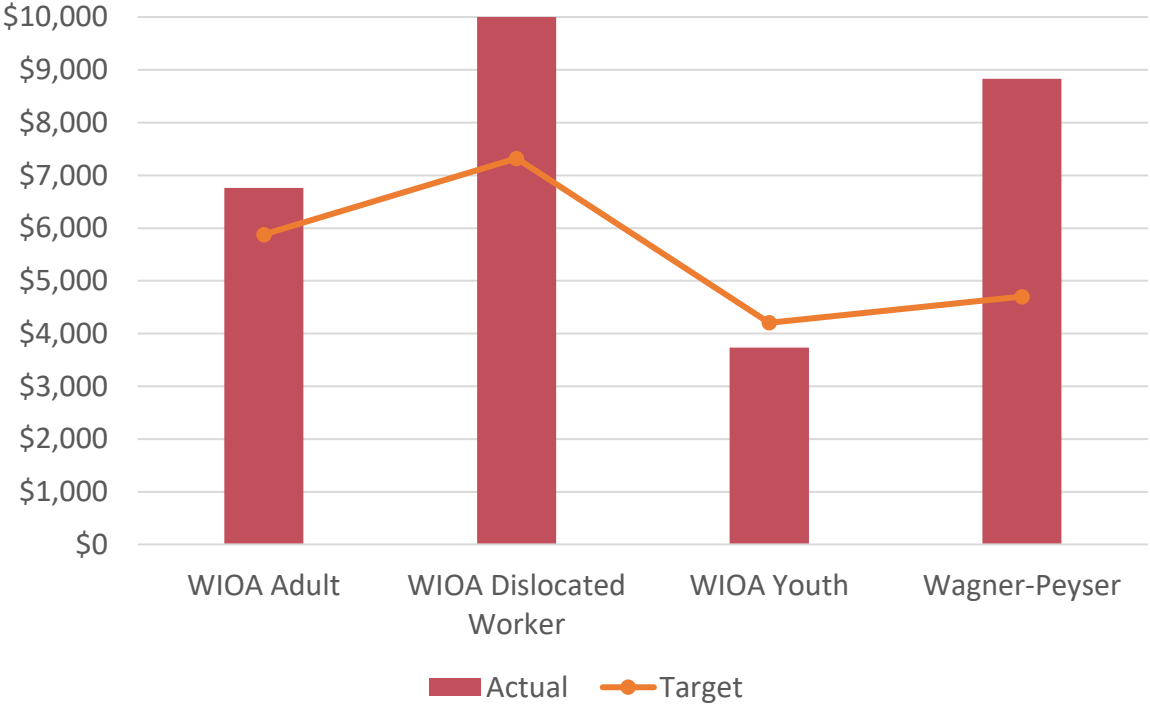


Employment 4th Quarter After Exit
(07/01/22 to 10/17/22)

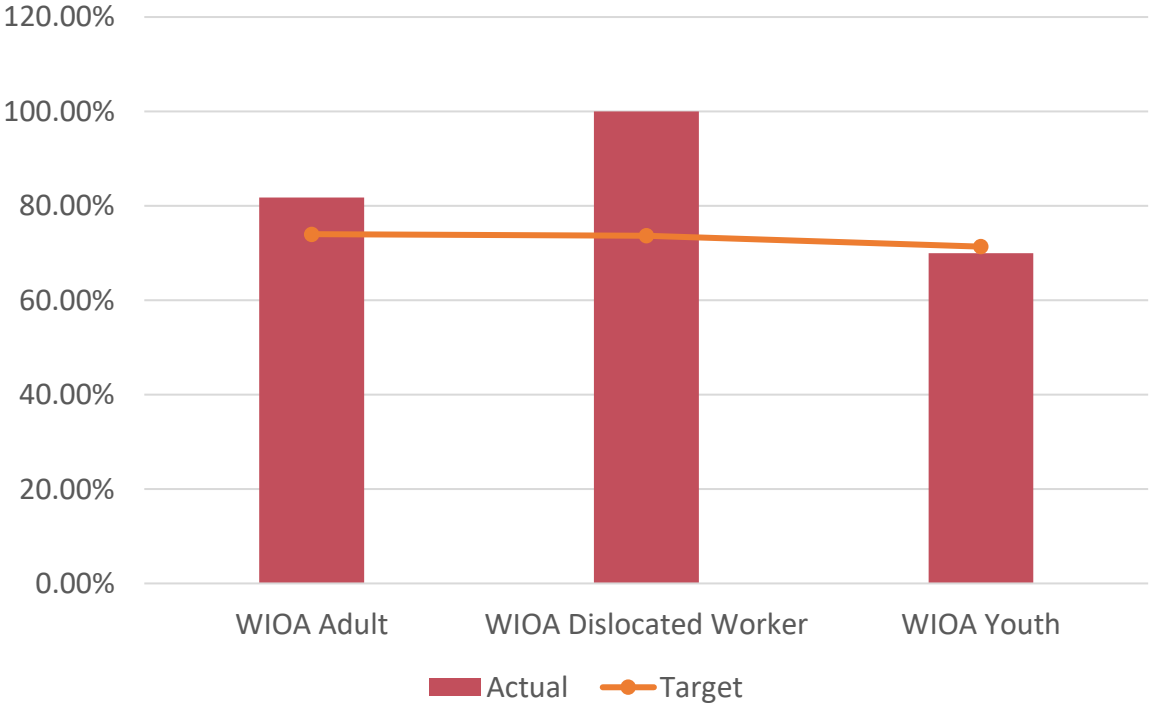


WIOA and Wagner-Peyser Performance

Median Earnings 2nd Quarter After Exit
(07/01/22 to 10/17/22)



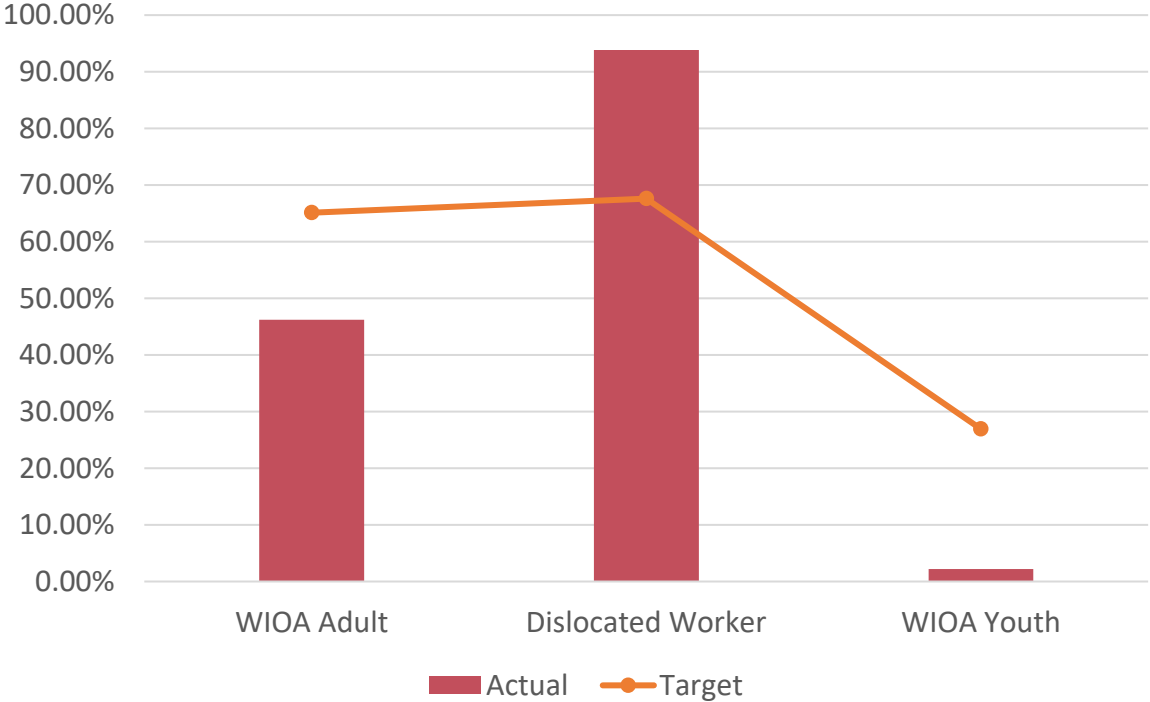
Credential Attainment Rate
(07/01/22 to 10/17/22)



WIOA and Wagner-Peyser Performance

Neighborhood Employment Hubs

Measurable Skill Gains
(07/01/22 to 10/17/22)



Active
Participants
(07/01/22 to 9/30/22)

431

Employed
(07/01/22 to 9/30/22)

206

Average
Wage
(07/01/22 to 9/30/22)

\$15.35

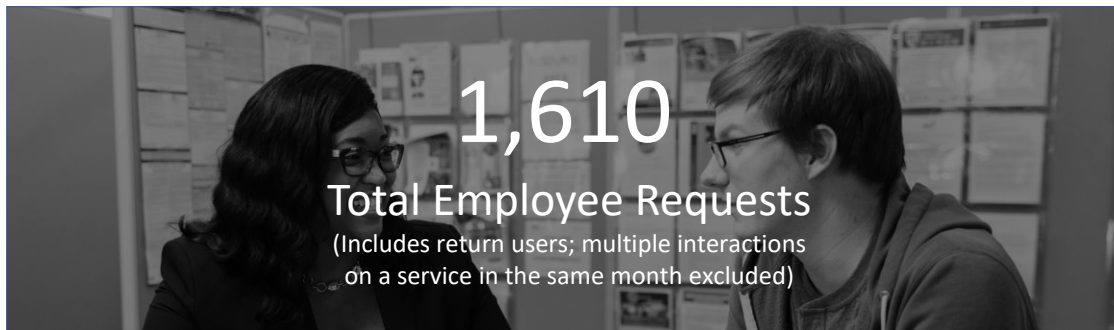
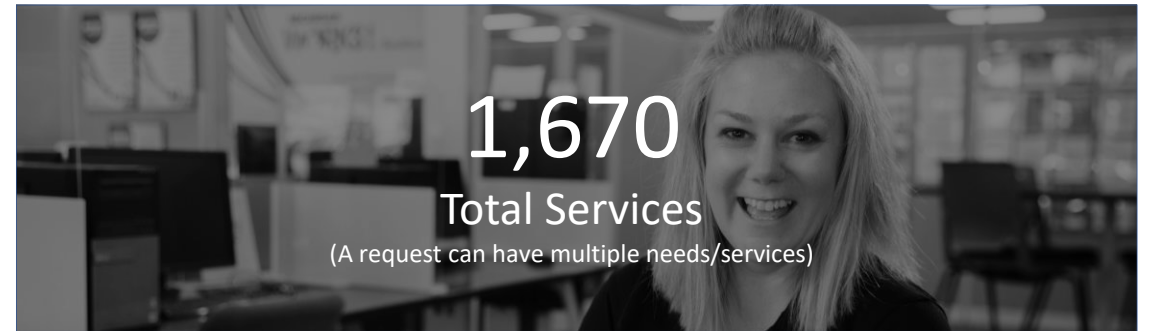


Employer Resource Network (ERN)

Key Performance Indicators (10/01/2021 to 9/30/2022)

418% ROI

Increased Productivity and Retention Saves Money
Based on retention; turnover costs = \$4,129 per employee.



September 2022
Business Services Summary

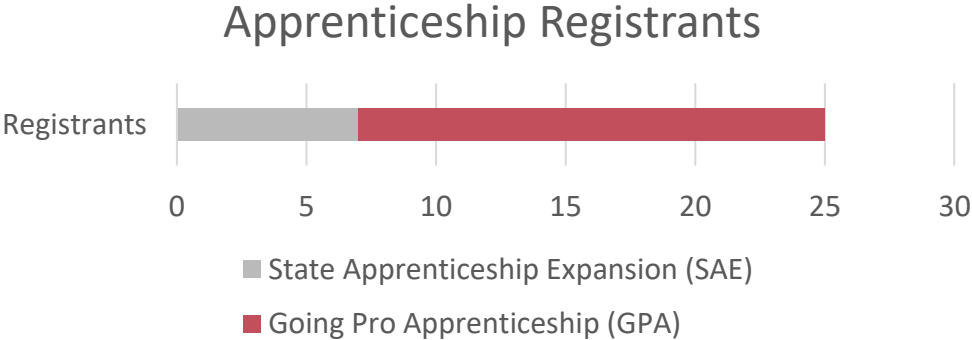
Michigan Works! Southwest Dashboard



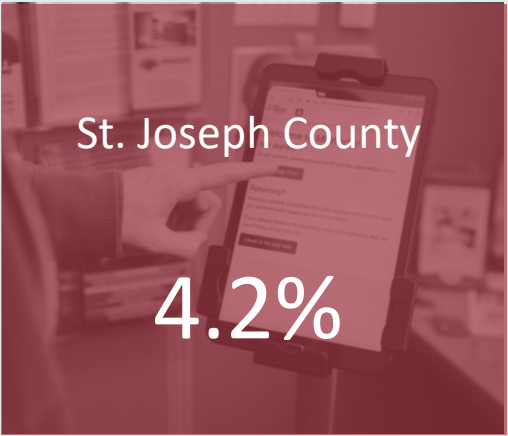
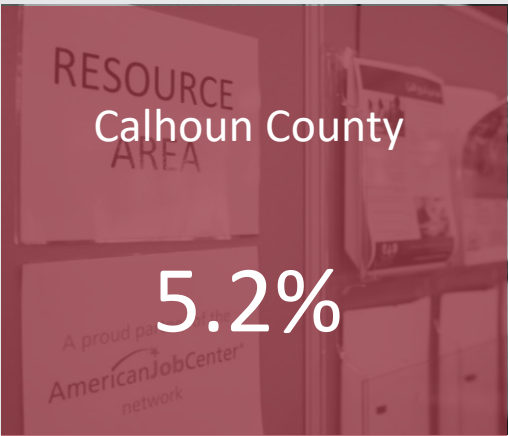
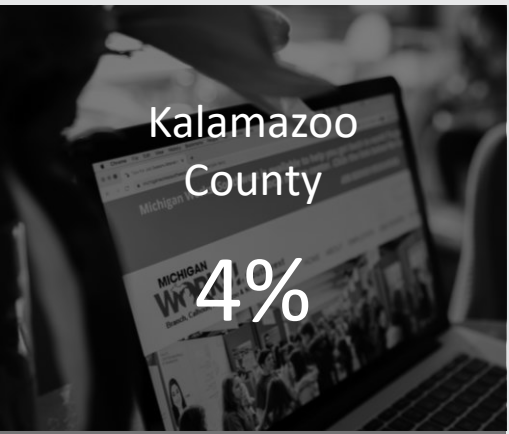
Apprenticeship Summary

Total Registrants
(September 30, 2022)

25



Unemployment Rate by County August 2022



Source: <https://milmi.org/DataSearch/Unemployment-by-County>

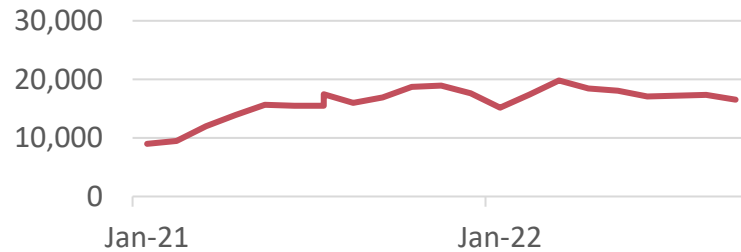
Job Demand (Southwest Prosperity Region)

Time Period
September 2022

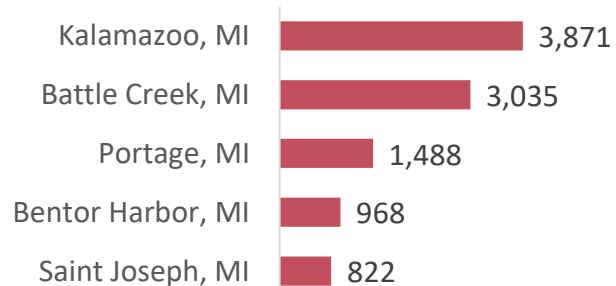
Total Ads
16,568

Change/Month
-4.6%

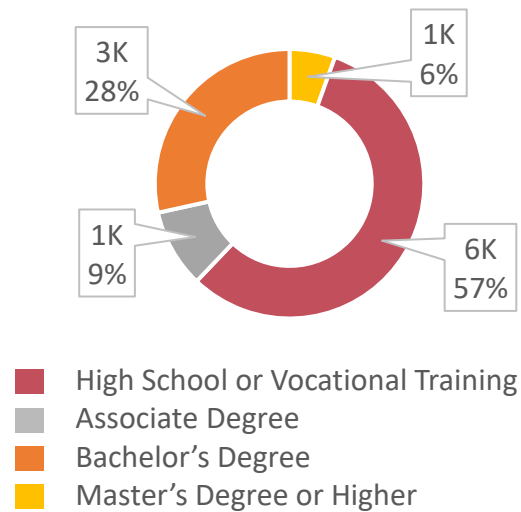
Historical Ad Volume



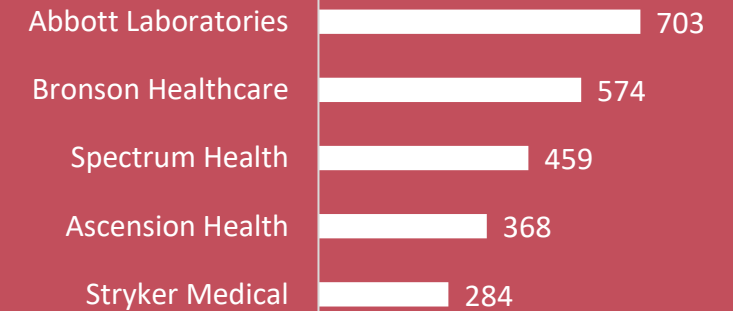
Top Job Locations



Education Requirements



Top Employers



Top Occupations



Going Pro Talent Fund (GPTF)



\$2,867,086

Awarded to
companies



Branch

\$51,606

Calhoun

\$600,477

St. Joseph

\$398,145

Kalamazoo

\$1,557,685



58*

Companies
Awarded GPTF



Branch

2

Calhoun

12

St. Joseph

5

Kalamazoo

32



1,886

Individuals
to be trained



Branch

57

Calhoun

359

St. Joseph

282

Kalamazoo

1,019



243

Planned
Apprentices



Branch

9

Calhoun

92

St. Joseph

10

Kalamazoo

132



1,138

Anticipated New
Hires



Branch

30

Calhoun

198

St. Joseph

200

Kalamazoo

605

*Seven additional employers outside of Michigan Works! Southwest's four-county area were awarded GPTF money.

2 GPTF Industry-Led Collaborative (ILC) Grants Awarded

Employers Served

Number of Employers
Served

173

Number of Services
Provided

598

