

WORKFORCE DEVELOPMENT BOARD AGENDA

Thursday, February 15, 2024 from 9:00-10:30 a.m.

In-Person Meeting

At the Upjohn Institute, 300 S. Westnedge Avenue, Kalamazoo, MI 49007

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

Public Access is available at:

<https://us02web.zoom.us/j/87562599807?pwd=MENNTTdSMFFiMXFTVDdiWjVxbDd4dz09>

Meeting ID: 875 6259 9807 Passcode: 920097

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

- I. CALL TO ORDER / INTRODUCTIONS Jackie Murray, Chair
- II. RECOGNITIONS Jakki Bungart-Bibb
 - A. MW Southwest Shining Star Awards
- III. TRANSPARENCY & INTEGRITY OF WDB DECISIONS Kathy Olsen
- IV. PUBLIC TIME
- V. MINUTES (Vote Required)
 - A. December 6, 2023 WDB Annual Meeting Minutes (Exhibit A)
- VI. COMMITTEE REPORTS
 - A. No Reports
- VII. NEW BUSINESS Amanda Rosenberg
 - B. PLANS (Vote Required)
 - 1. CY2024 Michigan Works! System Plan (Exhibit B1)
 - 2. FY2024 Going PRO Talent Fund Program Administration Cycle 1, the Period of Jan 01, 2024 through Sept 30, 2025 (Exhibit B2)
- VIII. STAFF REPORTS
 - A. Business Services Update & Dashboard (Exhibit C) & Labor Market Info Ashley Iovieno
 - B. Operations Update & Dashboard (Exhibit D) Ashley Iovieno
 - C. Directors Report (Exhibit E) Jakki Bungart-Bibb

IX. PROGRAM / PRESENTATIONS

- A. Employer Highlight - Micro-LAM, Inc.
- B. Economic Update - Mike Horrigan, President, Upjohn Institute

X. OLD BUSINESS

XI. PUBLIC TIME

XII. MEMBERS' TIME

XIII. UPCOMING MEETINGS

- A. Executive Committee – Thursday, March 21, 2024 (9:00-10:30 am)
- B. Monitoring & Evaluation Committee –Tuesday, February 27, 2024 (8:00-9:30 am)
- C. Disability Awareness Resource Team (DART) – Tuesday, February 27, 2024 (2:00-4:00 pm)
- D. Career Educational Advisory Council (CEAC) – Monday, March 18, 2024 (1:00-3:00 pm)
- E. Full Workforce Development Board – Thursday, May 16, 2024 (9:00-10:30 am)

XIV. ADJOURNMENT

Jackie Murray, Chair

**Workforce Development Board
Annual Meeting Minutes
December 6, 2023**

CALL TO ORDER: Workforce Development Board Chair, Jackie Murray, called the meeting to order at 5:06 p.m. at Bell's Eccentric Café, 355 E. Kalamazoo Avenue, Kalamazoo, Michigan.

INTRODUCTIONS: Individuals attending in-person and virtually, introduced themselves.

WDB Members Present:

Jill Bland (Econ Dev)	Derek King (PS)	Charles Rose (CBO),
Kathi Cain-Babbitt (Labor)	David Maurer (PS)*	alternate for Orozco
John Fiore (MRS)	Jackie Murray (PS)*	Dr. Paul Watson (Educ)
Lisa Godfrey (PS)*	Brian O'Donnell (PS)*	
Jeff Heppler (PS)	Jose Orozco (CBO)	* Exec Committee
Al Ives (PS)	David Pawloski (Labor)	
Kris Jenkins (Educ)*	Windy Rea (Job Corps)	

WDB Members Absent

Morris Applebey (Labor)	Jared Hoffmaster (PS)	Elizabeth VanDussen (PS)
Karen Doubleday (DHHS)	Lisa Johansen (DOC)	Karla Meeks (PS)
Jessica Eyster (PS)	David Sutherland (PS)	Sabrina Radenovic (PS)
Randall Hazelbaker (PS)*	Frank Tecumseh (PS)*	Ken Willcutt (Labor)

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

Jakki Bungart-Bibb	Kathy Olsen	Ashley Iovieno
Amy Meyers	Amanda Rosenberg	Shelby Springett

PUBLIC TIME

None.

TRANSPARENCY & INTEGRITY OF WDB DECISIONS

Kathy Olsen asked members present if there were any items on the agenda 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.

APPROVAL OF MINUTES (Exhibit A)

Motion made by Lisa Godfrey and supported by Kathy Cain-Babbitt to approve the November 16, 2023 Workforce Development Board quarterly meeting minutes. Motion carried.

NEW BUSINESS

Plans

Amanda Rosenberg requested Board consideration and approval of two workforce development plans.

Going PRO Talent Fund FY2023 Cycle 2 (Exhibit B1) – Amanda Rosenberg reported the first plan to be considered is Cycle 2 of the FY 2023 Going PRO Talent Fund, which provides opportunities through competitive awards to employers to assist in training and retaining new and current employees. FY 2023 is the first year that the State has released a policy in response to the second cycle. Awards are based on the total number of company applications approved for funding. The allocation for this cycle totals \$255,729 and reflects the training of fifty-

eight (58) local residents at seven (7) companies. Training funded by the Talent Fund must fill a demonstrated need experienced by an eligible employer. A list of allowable training was provided on the plan document.

Michigan Employment Recovery National Dislocated Worker Grant (Exhibit B2)- Amanda Rosenberg reported the second plan for the Board to consider is the Michigan Employment Recovery National Dislocated Worker Grant – Auto related employment recovery project. Michigan Works! Southwest was allocated \$19,511, in response to a strike against the Big Three automakers. Dislocated Worker Grants are discretionary grants, for the temporary expansion of capacity to serve dislocated workers. Participant eligibility was listed on the plan document that was included in the agenda packet.

Motion made by Lisa Godfrey and supported by John Fiore to approve the Going PRO Talent Fund FY2023 Cycle 2 and the Michigan Employment Recovery National Dislocated Worker Grant Plans. Motion carried.

WDB Career Educational Advisory Council (CEAC)

Kathy Olsen requested Board consideration and approval of two Career Educational Advisory Council items.

Membership Roster (Exhibit C1) – Kathy Olsen reported the first item for Board consideration and approval is the membership roster for the Career Educational Advisory Council (CEAC). A State policy was released outlining the requirements for recertifying the CEAC. Each Workforce Development Board (WDB) is required to have an education advisory group, which is currently known as the Career and Educational Advisory Council. Membership includes representatives representing employers, the WDB, labor, a local district, a postsecondary institution, a CTE administrator, an academic educator, an intermediate school district, and a parent. Other representation can include entities such as MiSTEM and Job Corps. Michigan Public Act (PA) 491 of 2006, requires Board approval of the membership. The list of individuals to be considered for appointment to the CEAC was included in the agenda packet.

61(b) CTE Early Middle College 2024 Strategic Plan (Exhibit C2) – Kathy Olsen reported the second Career Educational Advisory Council item for Board consideration and approval is the 61(b) CTE Early Middle College 2024 Strategic Plan. She reported state policy requires that the local Workforce Development Board sign off on the plan, a copy of which was included in the agenda packet. Form A includes local career cluster rankings; Form B identifies CTE early middle college and CTE dual enrollment programs throughout the MW Southwest region; and Form C lists the strategies that will be used to inform parents and students of CTE early middle college and CTE dual enrollment programs in the MW Southwest area.

Motion made by Dave Maurer and supported by Brian O’Donnell to approve the membership roster for recertification of the Michigan Works! Southwest WDB Career Educational Advisory Council (CEAC) and the CEAC’s 61(b) CTE Early Middle College 2024 Strategic Plan. Motion carried.

Annual Report

Jakki Bungart-Bibb reported that Michigan Works! Southwest had another successful year of helping job seekers and supporting employers, developing and implementing innovative programs, and transforming lives. The annual report is a snapshot of some of those accomplishments. She thanked Board members for their dedication and engagement throughout the year and noted that the success cannot be achieved without the support of the Board. A print copy of the annual report was provided to attendees at the meeting. The virtual link and/or a QR code to access a virtual copy of the report will be emailed to members following the meeting.

Wagner-Peyser Update

Jakki Bungart-Bibb also provided an update regarding the final rule that was released on November 24, 2023 in response to the Wagner-Peyer Notice of Proposed Rulemaking (NPRM). The final rule states, “...the Department recognizes that three states – Colorado, Massachusetts, and Michigan – have been approved by the Department for decades to deliver ES services using staffing models alternative to the full State merit-staffing. The Department

received many comments on the NRPM regarding the longstanding reliance interests of these States and the potential disruptions to service delivery (in these States specifically) that COULD result from having to implement a complete State merit-staffing requirement. Based on these comments, the Department is permitting these three States, which were authorized to use alternative staffing models since the 1990s, to use the staffing model consistent with that previously authorized for that State.”

Ms. Bibb noted that this is a huge win for Michigan, and she thanked Board members for their support throughout the process. She also noted that although this is something to celebrate, she wanted to make members aware that staff still have a hoop to jump through. The approved staffing model that the rule referenced is a local merit based staffing model. Although the Upjohn Institute is structured as a merit based organization, it is not designated as such. In order to keep the current staffing model in place, MWSW staff are looking into the allowability of becoming merit based, including what the process is to do so, if allowed. She again expressed appreciation for the Board’s support and noted that moving forward, the Board will be provided updates.

OLD BUSINESS

None.

PUBLIC TIME

No comments.

MEMBERS’ TIME

No comments.

UPCOMING MEETINGS

Jackie Murray referred members to the list of upcoming WDB meetings that were listed on the agenda.

Jakki Bungart-Bibb noted that the next Executive Committee meeting scheduled for Thursday, December 21, 2023 will be cancelled unless the State releases funds that require the Board’s approval.

The next quarterly meeting of the full WDB is Thursday, February 15, 2024; the next Monitoring Committee meeting is Tuesday, January 23, 2024; the next Disability Awareness Resource Team (DART) meeting is Tuesday, February 27, 2024; and the next Career Educational Advisory Council (CEAC) meeting is Monday, March 18, 2024.

ADJOURNMENT

There being no other reports or business for the Board, the meeting was adjourned at 5:22 p.m.

Kathy Olsen Date

Jackie Murray Date

APPROVED

These minutes were approved on _____

**Michigan Works! System Plan (MWSP) Instructions for Calendar Year (CY) 2024,
the Period of January 1, 2024 through December 31, 2024
PI: 23-34**

Background

The Michigan Works! System Plan is an instrument for the annual documentation and execution of employment, education and training programs, as well as for the transmission of assurances, certifications, and stipulations, mandatory and discretionary, for such programs funded by the Michigan Department of Labor and Economic Opportunity-Workforce Development (LEO-WD).

Administrative procedures required as part of the Michigan Works! System Plan include:

1. State and Federal Provisions

- Acknowledgement/Adherence to Michigan Works! System Plan Assurances, Certifications, and Stipulations.
- Certification Regarding Lobbying for Contracts, Grants, Loans, and Cooperative Agreements.
- Certification Regarding Debarment, Suspension, Ineligibility, Voluntary Exclusion, and Lower Tier Covered Transactions.
- Federal Funding Accountability and Transparency Act (FFATA) Data Collection form and certification.

2. Michigan Works! Southwest Area Identification, Verification and Designation of:

- Operating structure (Intergovernmental Transfers of Functional and Responsibilities, P.A. 8 of 1967).
- Grant Recipient (County of Kalamazoo, Kalamazoo County Board of Commissioners).
- Chief Elected Official (Chairperson, Kalamazoo County Board of Commissioners).
- Chairperson of the Michigan Works! Southwest Workforce Development Board (Jackie Murray).
- Administrative Entity (Michigan Works! Agency/W.E. Upjohn Institute for Employment Research).

3. Designation and Certification of One-Stop Operator

- Use of competitive-bidding process for selection of One-Stop Operator.
- Certify Janet Bloomfield Consulting as the One-Stop Operator for Branch, Calhoun, Kalamazoo and St. Joseph Counties.

4. Workforce Development System Providers

- Identification of service provider information for WIOA Title I Adult and Dislocated Worker, Wagner-Peyser Employment Services, Reemployment Services and Eligibility Assessment, Trade Adjustment Assistance, Partnership.Accountability.Training.Hope., and Food Assistance Employment & Training.

Technical Information

Program Title/Number	Michigan Works! System Plan (MWSP) Instructions for Calendar Year 2024; PI:23-34
Funding Source	N/A – Administrative Policy
Funding Level	N/A – Administrative Policy
Duration	January 1, 2024 through December 31, 2024
Reference	Michigan Department of Labor and Economic Opportunity-Workforce Development PI: 23-34 (December 23, 2023)
CFDA Number	N/A

**Going PRO Talent Fund (Talent Fund) Program Administration Fiscal Year (FY) 2024 Cycle I,
the Period of January 1, 2024 through September 30, 2025**

PI: 24-04

The Going PRO Talent Fund Cycle 1 provides individuals with employment, industry recognized credentials, and strong wages through competitive awards to employers to assist in training, developing, and retaining new and current employees. The Talent Fund helps to ensure Michigan’s workers have the skills they need for in-demand jobs and employers have the talent they need to compete and grow. Talent Fund-supported training expands and improves employees’ skills and develops their opportunities for growth or promotion within the company and for economic advancement.

Training

Training funded by the Talent Fund Cycle 1 must fill a demonstrated talent need experienced by an eligible participating employer. Training must lead to a credential for a skill that is transferable and recognized by the industry. Allowable training includes:

- Classroom or customized training for new and current employees
- On-the-job training for new employees
- Apprenticeships for first-year United States Department of Labor (USDOL) Registered Apprentices (new and current employees)

Funding

MWAs receive an award of Talent Fund funding based on the total number of company applications approved for funding.

Funding Summary

Funding Source and Cost Categories	Funding Levels
Total Allocation	\$1,871,723.00
Award Amount	\$1,749,272.99
Administration	\$122,449.11

Source: PI: 24-04, 1/25/2024

Technical Information

Program Title/Number	Going PRO Talent Fund Program Administration Fiscal Year (FY) 2024 Cycle I/PI: 24-04
Funding Source	State Funds
Funding Level	\$1,871,723.00
Duration	January 01, 2024 – September 30, 2025
Reference	State of Michigan; LEO PI: 24-04; 1/25/2024
CFDA Number	N/A