
WORKFORCE DEVELOPMENT BOARD QUARTERLY MEETING AGENDA

Thursday, February 19, 2026 from 9:00-10:30 a.m.

In-Person attendance is encouraged

KRESA Career Connect Center, 3500 Vanrick Drive, Kalamazoo, MI 49001

Public Access is available at:

<https://us02web.zoom.us/j/87296902689?pwd=MTVyyj3GixwfwQr45GWpQGzj9YxF89.1>

Meeting ID: 872 9690 2689 **Passcode:** 149779

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- I. CALL TO ORDER / INTRODUCTIONS** Brian O'Donnell, Chair
- II. RECOGNITIONS** Amy Meyers
 - A. Shining Stars – November and December
- III. TRANSPARENCY & INTEGRITY OF WDB DECISIONS** Debbie Horn
- IV. PUBLIC TIME**
- V. MINUTES** *(Vote Required)*
 - A. January 15, 2026 WDB Executive Committee Meeting Minutes *(Exhibit A)*
- VI. COMMITTEE REPORTS**
 - None
- VII. NEW BUSINESS**
 - A. WDB Plans *(Vote Required)* Amanda Rosenberg
 - 1. Michigan Works! System Plan Instructions for CY 2026 *(Exhibit B)*
 - B. WDB Policies *(Vote Required)* Amanda Rosenberg
 - 1. WDB Policy 33 R04 – Rapid Response *(Exhibits C1-C3)*
- VIII. PROGRAM**
 - A. Workforce Development Partner Spotlight – Sarah Mansberger, Executive Director of Career Connect KRESA
 - B. Economic Outlook – Mike Horrigan, President, Upjohn Institute for Employment Research

IX. STAFF REPORTS

- A. Business Solutions Update, Dashboard (*Exhibit D*) and
Lightcast Data Analytics (*Exhibit E*) Ashley Iovieno
- B. Operations Update & Dashboard (*Exhibit F*) Amy Meyers
- C. Director Updates Jakki Bungart-Bibb

X. OLD BUSINESS

XI. PUBLIC TIME

XII. MEMBERS' TIME

XIII. UPCOMING MEETINGS

- A. Full Workforce Development Board – Thursday, May 21, 2026 (9:00-10:30 am) At a location in Branch County
- B. Executive Committee – Thursday, April 16, 2026 (9:00-10:30 am) At the Kalamazoo Service Center, 1601 S. Burdick St, Kalamazoo, MI 49001
- C. Career Educational Advisory Council (CEAC) – Monday, March 16, 2026 (1:00-3:00 pm) At the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, MI 49007
- D. Disability Awareness Resource Team (DART) – Thursday, March 12, 2026 (2:00-4:00 pm) At the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, MI 49007

XIV. ADJOURNMENT

Brian O'Donnell, Chair

**Workforce Development Board
 Executive Committee Meeting Minutes
 January 15, 2026**

CALL TO ORDER: Workforce Development Board Chair Brian O'Donnell called the meeting to order at 9:01 a.m. at the Michigan Works! Southwest Service Center, 200 W. Van Buren Street, Battle Creek, Michigan.

WDB Members Present:

Darrin Adair (Educ)*	Brian O'Donnell (PS)*	
Randall Hazelbaker (PS)*	Jose Orozco (CBO)	∨ Virtual
Dave Maurer (PS)*	David Prellwitz (Labor)	*Exec Committee
Karen Marcath (PAA)∨	Frank Tecumseh (PS)*	

WDB Executive Members Absent

None

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

Jakki Bungart-Bibb	Amy Meyers	Jennifer Teske
Debbie Horn	Sarah Pohl	Mark Waurio∨
Ashley Iovieno	Amanda Rosenberg	

Guests Present:

Jim Benton (KRESA)∨	Representative Julie Rogers	
Blaine Farr (WDI)∨	Peter Kalogiros∨	Amanda Sutherland (KRESA)∨
	For Senator Elissa Slotkin	

INTRODUCTIONS

All attendees introduced themselves and the entities they represent.

RECOGNITION

Jakki Bungart-Bibb presented the following award in recognition of the outstanding support and commitment to enhance the local communities exhibited over the course of the past year:

- **Legislator of the Year Award – Representative Julie Rogers**

Representative Julie Rogers expressed gratitude for the recognition, emphasizing that her work centers on building relationships. In 2011, before becoming an elected official, she was significantly impacted when MWSW reached out to her. Representative Rogers stated that MWSW is her go-to resource for anything in Workforce Development. Representative Rogers remains committed to advocating for future funding of the MWSW programs, and she encourages others to continue to advocate with lawmakers as well.

TRANSPARENCY & INTEGRITY OF WDB DECISIONS

Debbie Horn asked members present if there were any items on the agenda for which a conflict of interest exists, and if so, the conflict should be declared at this time.

There were none.

PUBLIC TIME

Representative Julie Rogers emphasized the importance of collaborating with fellow legislators on matters

related to appropriations and policy development. Constituents are encouraged to report any difficulties encountered with the unemployment system. Both Representative Steve Frisbee and Representative Julie Rogers have actively contributed to the introduction of bills aimed at refining and reforming the Unemployment Insurance Agency (UIA) system. Additionally, constituents are invited to participate in monthly coffee hours, which provide an informal setting for discussion and require no RSVP.

Following a question concerning the \$645 million state budget that was initially allocated and later rescinded, Representative Julie Rogers responded that the Attorney General issued an opinion deeming the vote unconstitutional. The opinion emphasized that one legislative chamber cannot overturn a decision that has already been enacted and signed into law by the governor. This opinion falls under the jurisdiction of the state departments, prompting the reinstatement of the funds. Subsequently, House Republicans filed a lawsuit against the Attorney General, seeking injunctive relief. A judicial decision on this matter is anticipated by January 16, 2026.

APPROVAL OF MINUTES (*Exhibit A*)

Motion made by Randall Hazelbaker and supported by Frank Tecumseh to approve the November 20, 2025, WDB Quarterly board meeting minutes. Motion carried

DIALOG WITH SERVICE PROVIDER STAFF

Amy Meyers reported that as a result of the approval to changes in the WDB bylaws and local monitoring policy revisions, approved during the August 2025 WDB meeting, service providers are now required to present annually at the WDB Executive Committee meeting, replacing separate monitoring and evaluation meetings. Today marks the first session of these annual presentations, beginning with Business Solutions, for which Upjohn provides services.

Ashley Iovieno delivered a presentation on behalf of the MWSW Business Solutions team, providing an overview of the services offered to employers within the four-county MWSW service area. Ms. Iovieno also reported on metrics for the period from July 1, 2024, to June 30, 2025, including outreach, impact, collaboration, and innovation efforts, as well as the priorities for the upcoming year.

COMMITTEE REPORTS

CEAC December 8, 2025. Darrin Adair reported updates as follows:

- St. Joseph County highlighted expanded middle school engagement through its mobile career lab, a new cosmetology industry partnership, successful placement of high school students into public safety careers, and continued growth in aviation and skilled trades programming.
- Branch County reported strong participation in MiCareerQuest and hands-on exploration days at the Branch Area Career Center (BACC). Ongoing instructor recruitment remains a need in Health Sciences, Construction, Autobody, and Paraprofessional pathways.
- Kalamazoo RESA (KRESA) shared that the new Career Connect Center (CCC) is nearing capacity, driven by high student engagement in aerospace, manufacturing, and applied marine experiences.
- Calhoun County ISD highlighted pre-apprenticeship pipelines with employer partners, with increasing alignment towards registered apprenticeship models.

From the postsecondary perspective:

- Kellogg Community College (KCC) reported enrollment growth in skilled trades, hospitality, and electric vehicle (EV)-related training. KCC continues its partnership with the Ford Blue Oval initiative and supports K-12 career exploration efforts.
- Glen Oaks highlighted customized training efforts in logistics and construction trades, collaboration with KRESA to arrange tours of the new CCC, supporting dislocated workers, and collaborating for student engagement participation in the EV Jobs Academy with MWSW. Skilled trades and technical instruction remain a primary focus.

NEW BUSINESS

WDB Plans (*Exhibits C - E*)

Amanda Rosenberg requested Board consideration and approval of the three workforce development plans included in the agenda packet. Details for each plan were described in the corresponding Exhibit and are listed below:

- FY2025 Going PRO Talent Fund (GPTF) Program Employer-Led Collaborative (ELC) (*Exhibit C*)
- Trade Adjustment Assistance (TAA) AY2024/FY2026 (*Exhibit D*)
- FY26 Going PRO Talent Fund (GPTF) Application Assistance (*Exhibit E*)

Motion made by Frank Tecumseh and supported by David Maurer to approve the three plans as presented. Motion carried.

CEAC Action Items (*Exhibit K*)

Debbie Horn requested approval for the 2026 CEAC Meeting calendar. The CEAC Committee has previously approved the calendar, and policy requires WDB approval.

Motion made by David Maurer and supported by Frank Tecumseh to approve the 2026 CEAC meeting calendar as presented. Motion carried.

STAFF REPORTS (*Exhibits L & N*)

Business Solutions - Ashley Iovieno reported that the Dashboard (Exhibit L) was included in the agenda packet and contains the updated numbers of employers served and services provided through December 2025. Ms. Iovieno also stated that September 2025 unemployment rates for the four-county region ranged from 3.9% to 5.1%, which continues to show an increase compared to past numbers. The state unemployment rate is currently 4.6%, while the national rate is 4.4%.

Ms. Iovieno further reported that the most recent Lightcast reports were included as a link in the email sent to Board members and can also be found on the Michigan Works! Southwest website. Currently, no significant changes are posted. The top four occupations remain within the healthcare sector. There are 283 unique job postings in the MWSW area, which is below the average of 300.

Ms. Iovieno also reported that the Going PRO Talent Fund section of the dashboard now reflects FY26 Cycle 1, with awards announced in mid-December. The other two sections pertain to FY25 figures, which are still in progress. It is important to note that GPTF's budget has been significantly reduced, resulting in approximately \$29 million being available statewide, compared to \$55 million in previous years.

Additionally, Ms. Iovieno reported that the Michigan Works! Association is organizing an AI Summit titled "AI at Work" scheduled for April 28th and 29th at the MotorCity Casino Hotel in Detroit. Registration for this event is now open and encourages the participation of employers. The link will be shared with the group in a follow-up email. <https://www.michiganworks.org/ai-at-work> National Apprenticeship Week this year will be April 26th through May 2nd and plans for that week are underway.

Ms. Iovieno reported that the Race to Talent Event, focusing on apprenticeships, took place at the Michigan Works! Association Conference on Monday, September 8th, at the Radisson in Kalamazoo. The event was highly successful, attracting over 50 attendees. A panel discussion featured employers who have successfully established apprenticeship programs, and these organizations were recognized with an award for their contributions. Notably, Bronson Healthcare Group, Better World Builders, and Ripple Effects were highlighted for their exemplary programs. An apprentice also shared valuable insights about her experiences, enriching the discussion. The R2T event aimed to educate additional employers in the process of establishing apprenticeship programs and has generated several promising leads. Ms. Iovieno showed a video highlighting the "Race to Talent" event.

Operations

Amy Meyers reported that during the past quarter, multiple monitoring and oversight activities were completed with no significant findings. The Going PRO Talent fund (GPTF) was monitored by State LEO staff and included in a statewide performance audit by the Michigan Office of the Auditor General, with no issues identified. Ms. Meyers also reported that a December on-site programmatic review of the PATH, FAE&T, and BRES program resulted in the identification of one file containing errors which were promptly corrected, resulting in no further required action. Additionally, the annual Cycle III monitoring conducted in October across key administrative and programmatic areas resulted in no findings, making MWSW one of five MWAs with no findings.

Ms. Meyers further reported that program performance data included in the dashboard highlights PATH's first quarter outcomes, with over 500 individuals served and an employment rating exceeding 41%, along with FY2025 annual outcomes, as shared in previous years during Monitoring and Evaluation Committee meetings. Data included performance outcomes and demographic information for PATH, FAE&T, GEMS, and TAA.

Directors Report

Ms. Bungart-Bibb reported that the House of Representatives overturned the previously approved state budget allocation of \$645 million in December. This decision impacted three projects, two of which had significant impact locally. These two projects include the Regional Innovation Project grant, designed to support the expansion of apprenticeships in the healthcare sector, and the Talent and Growth funding initiative.

Ms. Bungart-Bibb outlined the Association's legislative priorities that will garner the strongest support during budget season. She explained that reasonable implementation of Medicaid requirements includes a planning period in 2026 with full implementation slated for 2027. Additionally, she highlighted the reduction of the Going PRO Talent fund from \$55 million to \$30 million, affirming that MWSW will continue advocating for restoration of those funds. Furthermore, the expansion of Registered Apprenticeship programs will continue to be a key focus of the legislative agenda.

Ms. Bungart-Bibb shared that the statewide Advocacy Day is scheduled for March 11, and additional details will be provided. She also reported on her participation in an Advocacy Day in Washington D.C. on February 4, where the primary focus was WIOA reauthorization and the need for adequate and sustainable workforce development funding. While WIOA reauthorization has historically received bipartisan support, current discussions suggest that momentum has slowed. As a result, operations will continue under the current WIOA framework.

Ms. Bungart-Bibb also reported that Congress is working to pass multiple funding packages ahead of the January 31 deadline, in order to avoid a partial government shutdown. She noted that there has been some movement on this issue in recent days.

In conclusion, Ms. Bungart-Bibb announced that she was selected to participate in the W.K. Kellogg Foundation Leadership Fellowship, an 18-month national program that includes 80 fellows from across the country. Participation will require significant travel and time commitment over the next year. She expressed excitement about the opportunity to learn from other leaders and conveyed her appreciation for the support of her team.

OLD BUSINESS

None

PUBLIC TIME

None

MEMBERS’ TIME

Frank Tecumseh reported that Battle Creek Unlimited in Battle Creek received a \$7 million appropriation for the “Make it in Michigan” initiative. This funding will be used to construct a drone radar facility, marking a significant step toward attracting drone-related businesses to the area. This development has the potential to attract companies that may require apprenticeships.

Jose Orozco reported that Voces experienced some delays in the disbursement of state funding for a local commercial project. Mr. Orozco seeks advocacy to ensure the continuation of these grants.

UPCOMING MEETINGS

- Full Workforce Development Board – Thursday, February 19, 2026 (9:00-10:30 am)
At the Career Connect Campus, 3500 Vanrick Drive, Kalamazoo, MI 49001
- Executive Committee – Thursday, April 16, 2026 (9:00-10:30 am)
At the Michigan Works! Service Center, 1601 S. Burdick Street, Kalamazoo, MI 49001
- Career and Educational Advisory Council (CEAC) – Monday, March 16, 2026 (1:00-3:00 pm)
At the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, MI 49007
- Disability Awareness Resource Team (DART) – Tuesday, March 12, 2026 (2:00-4:00 pm)
At the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, MI 49007

ADJOURNMENT

There being no additional reports or business for the Board, the meeting was adjourned at 10:21 a.m. by Brian O’Donnell.

Debbie Horn Date

Brian O’Donnell Date

APPROVED

These minutes were approved on _____

**Michigan Works! System Plan (MWSP) Instructions for Calendar Year (CY) 2026,
 the Period of January 1, 2026 through December 31, 2026**

PI: 26-02

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 (Brian O'Donnell).
- 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, Reemployment Services and Eligibility Assessment (RESEA), Trade Adjustment Assistance (TAA), Partnership.Accountability.Training.Hope.(PATH), Food Assistance Employment & Training (FAE&T), and Wagner-Peyser Employment Service (ES) programs. Note: WIOA Title I Youth program provider information will continue to be collected pursuant to a separate policy issuance in accordance with mandated WIOA Statewide Activities requirements.



Workforce Development Board Policy Revision Summary

February 19, 2026

WDB Policy 33 Rev 04 – Rapid Response

Due to the discontinuation by the State of Michigan, Department of Labor and Economic Opportunity – Workforce Development (LEO-WD), the requirement to administer Dislocated Worker Surveys (DWS) has been removed. Further amendments include minor edits throughout the policy, the use of a new WDB Policy template, and updated references.



Workforce Development Board

WDB Policy 33 R04

AUTHORITY: The Michigan Works! Southwest Workforce Development Board is established under the Workforce Innovation and Opportunity Act of 2014, and subsequent changes. The Board is assigned the responsibility to set policy for the workforce investment system within the local area.

ORDER OF PRECEDENCE: Where any part of this policy shall be determined to conflict with any federal, state, or local policy, the federal, state, and then local policy shall take precedence without affecting any other part or parts of this policy.

Rapid Response Activities

EFFECTIVE DATE 2/19/2026

BACKGROUND The purpose of Rapid Response is to promote economic recovery and vitality by developing an ongoing, comprehensive approach to identifying, planning for, and responding to layoffs and dislocations and preventing or minimizing their impacts on workers, businesses and communities. Rapid Response is a primary gateway to the workforce system for both dislocated workers and employers and is a component of a demand-driven system. Rapid Response helps laid-off workers quickly transition to new employment. Rapid Response acts as both a provider of direct reemployment services and as a facilitator of additional services and resources.

The Workforce Innovation and Opportunity Act (WIOA) holds States responsible for the provision of Rapid Response services. The State's workforce development department maintains responsibility for ensuring compliance with federal and state requirements, implementation of program initiatives, and providing support, guidance, technical assistance and financial resources to the local service delivery areas, known as Michigan Works! areas. As such, the State's workforce development department will remain the State's designated recipient of Worker Adjustment & Retraining Notifications (WARNs) to fulfill its statutory requirements. It is the expectation that the State and MW areas, along with other key partners, will act in coordination during all layoffs that occur in a region regardless of the size of the event.

This policy describes the role of the Michigan Works! Southwest Agency in the coordination of local Rapid Response services with those provided by the State's Rapid Response Section.

SCOPE All workforce development programs, services and activities under the auspices of the Michigan Works! Southwest Workforce Development Board.

REFERENCES Workforce Innovation and Opportunity Act (WIOA) of 2014

Worker Adjustment & Retraining Notification (WARN) Act of 1998

The Trade Act, all versions (TAA of 1974, as amended; TAA Of 2002; TGAAA of 2009; TAAEA of 2011; TAARA of 2015; TAA Reversion 2021; TAA Termination Provision – July 1, 2022) and

subsequent changes

Michigan workforce development department's Trade Manual, May 10, 2019 and subsequent changes

Michigan workforce development department's Workforce Innovation and Opportunity Act (WIOA) Manual, March 11, 2021 and subsequent changes

20 CFR 682.300 – 682.370 – Rapid Response Activities

Training and Employment Notice (TEN) 31-11 The Rapid Response Framework and subsequent changes

Training and Employment Notice (TEN) 9-12 Layoff Aversion in Rapid Response Systems and subsequent changes

Training and Employment Notice (TEN) 32-11 Rapid Response Self-Assessment Tool and subsequent changes

Training and Employment Guidance Letter (TEGL) 19-16 Operating Guidance for WIOA and subsequent changes

POLICY

Rapid Response takes an ongoing, comprehensive approach to planning, identifying, and responding to layoffs, and preventing or minimizing their impacts whenever possible.

To ensure high quality and maximum effectiveness, successful Rapid Response strategies must include at least the following:

- A. layoff aversion as a required activity;
- B. convening, facilitating, and brokering connections, networks, and partners;
- C. strategic planning, data gathering, and data analysis designed to prepare for, anticipate, and manage economic transition;
- D. informational and direct reemployment services for workers; and
- E. solutions for businesses in transition; growth and decline.

Using the demand driven approach and local business solutions teams, employer engagement through employer led collaboratives, and professional and civic organizations must focus on relationship development. These relationships serve as vehicles for information sharing and increasing the awareness of local, regional and state resources that support positive talent development and business viability.

I. Coordination of Rapid Response Activities

- A. In the Michigan Works! Southwest area, Rapid Response activities will be coordinated through the Michigan Works! administration office.
- B. The Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker and Employment Services (ES) programs must each designate a staff position to serve as contacts for local Rapid Response service delivery.

II. Lay-off Aversion Strategies and Activities

- A. Layoff aversion consists of strategies and activities to prevent or minimize the

duration of unemployment resulting from layoffs.

- B. Strategies are customizable, quickly deployable, informed by economic data, and inclusive of multiple partners.
- C. Local layoff aversion activities may include, but are not limited to, the following:
 - 1. Ongoing engagement, partnership, and relationship development activities with businesses in the Michigan Works! Southwest (MWSW) area.
 - 2. Identifying and connecting businesses to training resources for incumbent worker up-skilling, new employee development, On-the-Job Training (OJT), customized training and apprenticeships.
 - 3. Establishing linkages with economic development organizations at the federal, state, regional, and local levels including retention and expansion activities.
 - 4. Participating in activities to support identified at-risk business to regain viability.
 - 5. Providing assistance to businesses to identify workforce needs, delivering services to address the needs, and when necessary, assisting with the needs related to workforce reductions.

III. Rapid Response Service Delivery

- A. As partners in the Rapid Response process, the State of Michigan and the MWSW administration must each immediately notify the other partner when a WARN or other notification of a mass layoff or business closing is received.
- B. The parties will exchange information gathered as part of the notification and then mutually agree who will serve as the lead contact with the business, the MWSW administration or the State's workforce development department. The identified lead will be responsible for the timely dissemination of information to other partners and key stakeholders to ensure accurate and up-to-date information is available.
- C. The lead organization must contact the business to gather additional information about the dislocation and arrange a Rapid Response meeting between key business personnel, local union officials, as applicable, and representatives from Michigan Works! Southwest, the State's workforce development department, the State's Unemployment Insurance Agency (UIA) and other relevant local partners.
- D. At the Rapid Response meeting, each entity attending must provide information about the services and resources available to support both the business and the dislocated workers. Agreement must also be requested from the employer to schedule on-site worker orientation meetings.
- E. Worker orientation meetings will be scheduled to encourage participation from as many affected workers as possible, including those on off shifts and at satellite locations.
 - 1. Topics covered at the orientation sessions must include UIA claim filing information, local reemployment resources available, information about training options, and area resources applicable to unemployed individuals.
 - 2. If the business does not agree to on-site worker orientation meetings or timing does not allow the meetings to be scheduled prior to dislocation, efforts must be made to provide printed materials to the affected works or arrangements made for off-site worker orientations.

IV. Joint Adjustment Committee (JAC)

- A. During the initial meeting with the company and where applicable, a member of the

MWSW Rapid Response team will discuss the role of a Joint Adjustment Committee (JAC) and offer the option of forming a JAC to aid in the planning of transition services for impacted workers.

The option of forming a JAC will continue to be available throughout the Rapid Response process.

- B. The MWSW agency will utilize State policies and resources to provide any guidance needed for the JAC to devise and oversee an implementation strategy that responds to the reemployment needs of the workers.
- C. The MWSW agency will administer the JAC funds according to the terms and conditions established by the State of Michigan workforce development department.

V. State Adjustment Grants (SAGs)

- A. As available, the MWSW agency may apply for State Adjustment Grant (SAG) funding to support re-employment and training activities for workers impacted by plant closures, mass lay-offs, and/or natural (or other) disasters.
- B. Local circumstances which would activate a request for a SAG may include, but is not limited to the following:
 - 1. a specific level or percent of local Dislocated Worker formula funding expended, obligated and/or unobligated,
 - 2. specific level or percent of local and/or regional unemployment,
 - 3. the size of an actual or potential dislocation event,
 - 4. the time period between local dislocation events, etc.
- C. Utilizing applicable State policy, the MWSW agency will complete the application for SAG funding and administer the funds according to the terms and conditions of the final agreement reached with the State's workforce development department.

VI. National Dislocated Worker Grants (NDWGs)

- A. The MWSW agency may apply for a National Dislocated Worker Grant (NDWG) which is discretionary funding awarded by the U.S. Secretary of Labor to serve dislocated workers and other eligible individuals affected by major economic dislocations, emergencies or disasters.
 - 1. The MWSW administration is responsible for contacting the State's workforce development department regarding an NDWG application.
 - 2. The State's workforce development department will work with MWSW to determine if applying for an NDWG is the appropriate action to secure additional funding to service the affected workers.

VII. Contact Information for all Rapid Response Activities

All communications related to Rapid Response activities should be directed to the following:

Ashley Iovieno, Director of Business Solutions
Michigan Works! Southwest
1601 S. Burdick St.
Kalamazoo, MI 49001
269-349-1533
iovieno@upjohn.org

ACTION All staff must become familiar with the requirements of this policy and all impacted staff must take action, as appropriate and necessary, to implement the directives of this policy immediately.

INITIAL EFFECTIVE DATE 8/02/2012

APPROVED

Initial Policy	WDB Executive Committee	8/02/2012
Revision 01	Workforce Development Board	9/06/2012
Revision 01	WDB Executive Committee	10/15/2014 (All WDB policies accepted to apply to all four counties)
Revision 02	WDB Executive Committee	6/17/2015
Revision 03	WDB Executive Committee	4/10/2020
Revision 04	WDB Executive Committee	2/19/2026

EXPIRATION Ongoing



Workforce Development Board

WDB Policy 33 R043

AUTHORITY: -The Michigan Works! Southwest Workforce Development Board is established under the Workforce Innovation and Opportunity Act of 2014, and subsequent changes. The Board is assigned the responsibility to set policy for the workforce investment system within the local area.

ORDER OF PRECEDENCE: -Where any part of this policy is determined to conflict with any federal, state or local policy, the federal, state, and then local policy will take precedence without affecting any other part or parts of this policy.

Rapid Response Activities

BACKGROUND

The purpose of Rapid Response is to promote economic recovery and vitality by developing an ongoing, comprehensive approach to identifying, planning for, and responding to layoffs and dislocations and preventing or minimizing their impacts on workers, businesses and communities. Rapid Response is a primary gateway to the workforce system for both dislocated workers and employers and is a component of a demand-driven system. Rapid Response helps laid-off workers quickly transition to new employment. Rapid Response acts as both a provider of direct reemployment services and as a facilitator of additional services and resources.

The Workforce Innovation and Opportunity Act (WIOA) holds States responsible for the provision of Rapid Response services. The State's workforce development department maintains responsibility for ensuring compliance with federal and state requirements, implementation of program initiatives, and providing support, guidance, technical assistance and financial resources to the local service delivery areas, known as Michigan Works! ~~a~~Areas (MWAs). As such, the State's workforce development department will remain the State's designated recipient of Worker Adjustment & Retraining Notifications (WARNs) to fulfill its statutory requirements. It is the expectation that the State and MW areas, along with other key partners, will act in coordination during all layoffs that occur in a region regardless of the size of the event.

This policy describes the role of the Michigan Works! Southwest Agency in the coordination of local Rapid Response services with those provided by the State's Rapid Response Section.

SCOPE

All workforce development programs, services and activities under the auspices -of the Michigan Works! Southwest Workforce Development Board (WDB).

REFERENCES

Workforce Innovation and Opportunity Act (WIOA) of 2014

Worker Adjustment & Retraining Notification (WARN) Act of 1998

The Trade Act, all versions ([TAA of 1974, as amended](#); TAA of 2002; TGAAA of 2009; TAAEA of 2011; ~~and~~ TAARA of 2015; [TAA Reversion 2021](#); [TAA Termination Provision – July 1, 2022](#)) ~~and subsequent changes~~

Michigan workforce development department's Trade Manual, May 10, 2019 and subsequent changes

Michigan workforce development department's Workforce Innovation and Opportunity Act (WIOA) Manual, ~~November 8, 2019~~ [March 11, 2021](#) and subsequent changes

20 CFR ~~Part 682.300 – 682.370 –~~ [Statewide Rapid Response Activities under Title I of the Workforce Innovation and Opportunity Act \(WIOA\)](#)

Training and Employment Notice (TEN) 31-11 The Rapid Response Framework [and subsequent changes](#)

Training and Employment Notice (TEN) 9-12 Layoff Aversion in Rapid Response Systems [and subsequent changes](#)

Training and Employment Notice (TEN) 32-11 Rapid Response Self-Assessment Tool [and subsequent changes](#)

Training and Employment Guidance Letter (TEGL) 19-16 Operating Guidance for WIOA [and subsequent changes](#)

POLICY

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- C. strategic planning, data gathering, and data analysis designed to prepare for, anticipate, and manage economic transition;
- D. informational and direct reemployment services for workers; and
- E. solutions for businesses in transition; growth and decline.

Using the demand driven approach and ~~the~~ local business ~~service solutions~~ teams, employer engagement through ~~industry cluster initiatives~~ [employer led collaboratives](#), and professional and civic organizations must focus on relationship development. These relationships serve as vehicles for information sharing and increasing the awareness of local, regional and state resources that support positive talent development and business viability.

I. Coordination of Rapid Response Activities

- A. In the Michigan Works! Southwest area, Rapid Response activities will be coordinated through the Michigan Works! administration office.
- B. The Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker and Employment Services (ES) programs must each designate a staff position to serve as contacts for local Rapid Response service delivery.

II. Lay-off Aversion Strategies and Activities

- A. Layoff aversion consists of strategies and activities to prevent, or minimize the duration of, unemployment resulting from layoffs.
- B. Strategies are customizable, quickly deployable, informed by economic data, and inclusive of multiple partners.
- C. Local layoff aversion activities may include, but are not limited to, the following:
 1. Ongoing engagement, partnership, and relationship development activities with businesses in the Michigan Works! Southwest (MWSW) area.
 2. Identifying and connecting businesses to training resources for incumbent worker up-skilling, new employee development, On-the-Job Training (OJT), customized training and apprenticeships.
 3. Establishing linkages with economic development organizations at the federal, state, regional, and local levels including retention and expansion activities.
 4. Participating in activities to support identified at-risk business to regain viability.
 5. Providing assistance to businesses to identify workforce needs, delivering services to address the needs, and when necessary, assisting with the needs related to workforce reductions.

III. ~~Dislocated Worker Surveys (DWS)~~

- ~~A. Dislocated Worker Survey (DWS) will be used to collect accurate data from the affected dislocated worker population.~~
- ~~1. A DWS is to be administered to every impacted employee present at a worker orientation. (Also see Section IV.E.2. of this policy.)~~
 - ~~2. Completed DWS forms must be mailed back to the State's workforce development office. The submission of the DWS forms will be managed by the MWSW administration office.~~
 - ~~3. The State workforce development office will aggregate the data and produce a "labor shed snapshot" to be shared with the Rapid Response partners.~~

IV.III. Rapid Response Service Delivery

- A. As partners in the Rapid Response [service delivery process](#), the State of Michigan and the MWSW administration must each immediately notify the other partner when a WARN or other notification of a mass layoff or business closing is received.
- B. The parties will exchange information gathered as part of the notification and then mutually agree who will serve as the lead contact with the business, the MWSW administration or the State's workforce development department. The identified lead will be responsible for the timely dissemination of information to other partners and key stakeholders to ensure accurate and up-to-date information is available.
- C. The lead organization must contact the business to gather additional information about the dislocation and arrange a Rapid Response meeting between key business personnel, local union officials, as applicable, and representatives from Michigan Works! Southwest, the State's workforce development department, the State's Unemployment Insurance Agency (UIA) and other relevant local partners.
- D. At the Rapid Response meeting, each entity attending must provide information about the services and resources available to support both the business and the dislocated workers. Agreement must also be requested from the employer to schedule on-site worker orientation meetings.
- E. Worker orientation meetings will be scheduled to encourage participation from as many affected workers as possible, including those on off shifts and at satellite locations.
1. Topics covered at the orientation sessions must include UIA claim filing information, local reemployment resources available, information about training options, and area resources applicable to unemployed individuals.
 - ~~2. MWSW Rapid Response staff must administer the state required Dislocated Worker Surveys during the worker orientation meetings and process the surveys according to the State's policy.~~
 - ~~3.2. If the business does not agree to on-site worker orientation meetings or timing does not allow the meetings to be scheduled prior to dislocation, efforts must be made to provide printed materials to the affected works or arrangements made for off-site worker orientations.~~

IV.IV. Joint Adjustment Committee (JAC)

- A. During the initial meeting with the company and where applicable, a member of the MWSW Rapid Response team will discuss the role of a Joint Adjustment Committee (JAC) and offer the option of forming a JAC to aid in the planning of transition services for impacted workers.
The option of forming a JAC will continue to be available throughout the Rapid Response process.
- B. The MWSW agency will utilize State policies and resources to provide any guidance needed for the JAC to devise and oversee an implementation strategy that responds to the reemployment needs of the workers.
- C. The MWSW agency will administer the JAC funds according to the terms and conditions established by the State of Michigan workforce development department.

IV.V. State Adjustment Grants (SAGs)

- A. As available, the MWSW agency may apply for State Adjustment Grant (SAG) funding to support re-employment and training activities for workers impacted by plant closures, mass lay-offs, and/or natural (or other) disasters.
- B. Local circumstances which would activate a request for a SAG may include, but is not limited to the following:

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1. a specific level or percent of local Dislocated Worker formula funding expended, obligated and/or unobligated,
 2. specific level or percent of local and/or regional unemployment,
 3. the size of an actual or potential dislocation event,
 4. the time period between local dislocation events, etc.
- C. Utilizing applicable State policy, the MWSW agency will complete the application for SAG funding and administer the funds according to the terms and conditions of the final agreement reached with the State's workforce development department.

VH.VI. National Dislocated Worker Grants (NDWGs)

- A. The MWSW agency may apply for a National Dislocated Worker Grant (NDWG) which is discretionary funding awarded by the U.S. Secretary of Labor to serve dislocated workers and other eligible individuals affected by major economic dislocations, emergencies or disasters.
1. ~~Early assessment of the needs and interests of the impacted workers must be gathered using the Dislocated Worker Survey (DWS). (Also see Section III "Dislocated Worker Survey" of this policy.)~~
 - 2.1 The MWSW administration is responsible for contacting the State's workforce development department regarding a NDWG application.
 - 3.2 The State's workforce development department will work with MWSW to determine if applying for an NDWG is the appropriate action to secure additional funding to service the affected workers.

VH.VII. Contact Information for all Rapid Response Activities

All communications related to Rapid Response activities should be directed to the following:

Ashley Iovieno, ~~Director of Business Servicesolutions-Manager~~
 Michigan Works! Southwest
 222 S. Westmedge | 601 S. Burdick St.
 Kalamazoo, MI 49007-1
 269-385-0470/49-1533
 iovieno@ujohn.org

INITIAL EFFECTIVE DATE 8/2/2012

APPROVED		
Initial Policy	WDB Executive Committee	8/2/2012
Revision 01	Workforce Development Board	9/6/2012
Revision 01	WDB Executive Committee	10/15/2014 <i>(All WDB policies accepted to apply to all four counties)</i>
Revision 02	WDB Executive Committee	6/17/2015
Revision 03	WDB Executive Committee	4/10/2020
<u>Revision 04</u>	<u>Workforce Development Board</u>	<u>2/19/2026</u>

EXPIRATION Ongoing

Business Solutions Summary Dashboard

January 2026



Business Solutions Services

Served 07/01/2025-1/31/2026

311 Employers Served
1485 Services Provided

Employer Resource Network®

10/01/2025-1/31/2026

628 Services Delivered
353 Unique Employees Served
21 Total Employers

Going PRO Talent Fund FY2026 Cycle 1

13 Companies awarded	\$749,425.54 Awarded to companies	316 Individuals to be trained	110 Planned apprentices	36 Anticipated new hires
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Going PRO Talent Fund FY2025 Cycle 2

5 Companies awarded	\$164,251 Awarded to companies	70 Individuals to be trained	28 Planned apprentices	6 Anticipated new hires
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Going PRO Talent Fund FY2025 ELC

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

9* Companies awarded	\$365,210 Awarded to companies	252 Individuals to be trained	0 Planned apprentices	0 Anticipated new hires
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Service Summary Dashboard

January 2026



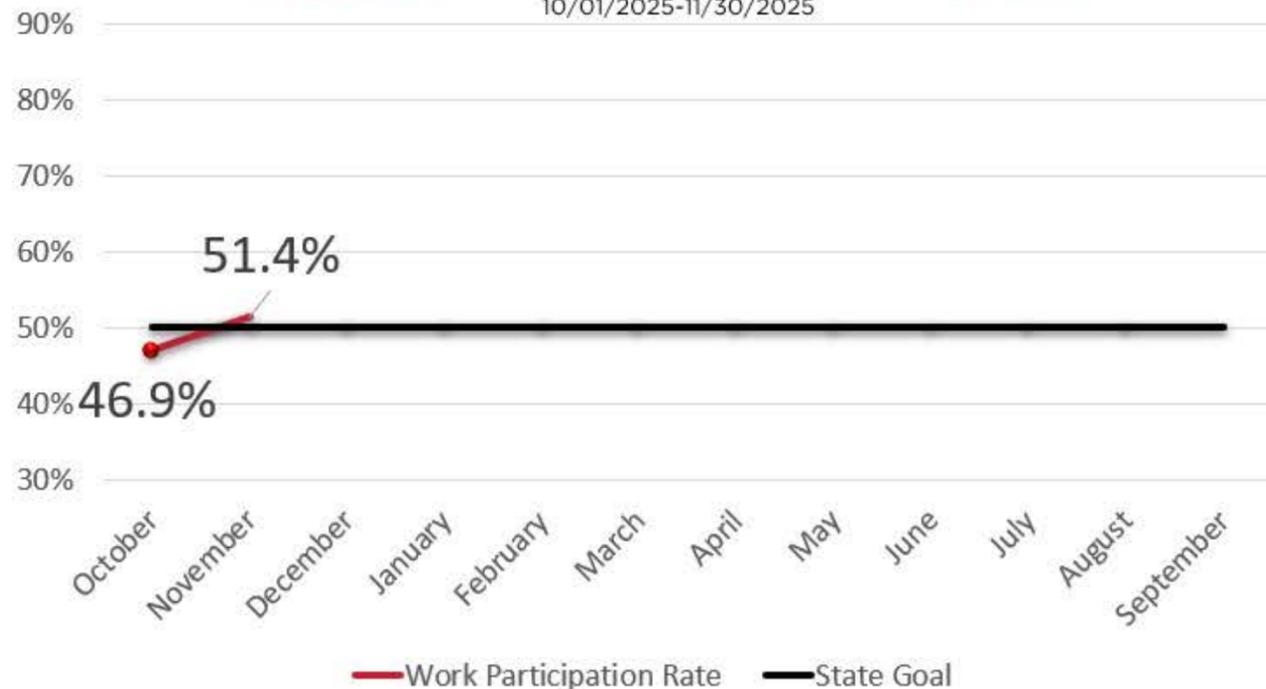
Partnership.Accountability. Training.Hope.

Served 10/01/2025-1/31/2026

556 Participants
43.8% Employment Rate
\$15.43 Average Wage

FY2026 Work Participation Rate **51.4%***

10/01/2025-11/30/2025



*Source: OSMIS QG163

Gain Employment. Maintain Support.

Served 10/01/2025-1/31/2026

92 Participants
51.0% Employment Rate
\$16.47 Average Wage

Food Assistance Employment & Training

Served 10/01/2025-1/31/2026

166 Participants
\$15.71 Average Wage

As of 12/01/2025, the work requirement for able-bodied adults receiving Food Assistance Benefits became effective.

Service Summary Dashboard

January 2026



Talent and Growth Barrier Removal

Served 05/01/2025 - 1/31/2026

79 Total Participants

19 Auto Repairs

60 Auto Purchases

As a home health aide working for Shepard Care Services, LLC, in Battle Creek, Katie Perry found herself limited due to a lack of personal transportation. Upon visiting the Michigan Works! Southwest Calhoun County Service Center, MWSW staff quickly identified the lack of reliable transportation, as well as persistent transportation challenges, as a barrier to employment growth and retention for Ms. Perry. A referral was then made for Talent and Growth Barrier Removal; it was determined that Katie met the criteria for assistance with an automobile purchase. Since securing transportation through TGBR funding at Michigan Works! Southwest in December, Ms. Perry reports that her employment availability has opened, allowing her to attend trainings required by her employer, and to pick up more shifts, increasing her income and economic security.



Service Summary Dashboard

January 2026



Last quarter, four young adult participants of Michigan Works! Southwest youth programming visited the Battle Creek Police Department headquarters, where they interacted directly with Police Officers and obtained information about related career fields. Multiple aspects of law enforcement and forensic science were highlighted during the Talent Tour, and youth were able to engage in hands-on activities, including the use of authentic tools to dust for and lift fingerprints. Youth toured areas designated for processing and holding individuals suspected of a crime, as well as exploring rooms utilized for press conferences and private investigations. Interested participants were assisted in applying for the Police Explorers program, which would allow them to shadow the Battle Creek Police Department.

Talent Tours

Served 07/01/2025 - 1/31/2026

7 Talent Tours
18 Participating Youth

WIOA & Wagner-Peyser Performance Summary

PY2025 (07/01/2025-06/30/2026); Data Pull 02/10/2026

	WIOA ADULT		WIOA DISLOCATED WORKER		WIOA YOUTH		WAGNER-PEYSER	
	Target	Actual	Target	Actual	Target	Actual	Target	Actual
Employment 2nd Quarter After Exit	88.6%	93.1%	88.0%	97.8%	79.0%	65.5%	70.0%	73.1%
Employment 4th Quarter After Exit	84.0%	93.5%	85.0%	95.2%	79.0%	73.5%	67.0%	71.6%
Median Earnings 2nd Quarter After Exit	\$8,500	\$8,858	\$9,100	\$11,437	\$4,600	\$2,843	\$8,000	\$8,924
Credential Attainment Rate	83.5%	88.0%	83.0%	87.5%	64.7%	58.3%	N/A	N/A
Measurable Skill Gains	66.0%	51.6%	67.6%	43.3%	48.7%	26.3%	N/A	N/A

