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## Career Educational Advisory Council (CEAC)

### Meeting Minutes

May 17, 2021

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**CALL TO ORDER** – Committee Chair, Tim Staffen, called the meeting to order at 1:02 p.m. via virtual GoTo Meeting.

#### **MW SOUTHWEST CEAC MEMBERS PRESENT**

Kristin Asiala-for Denny Hunt (CISD)  
Dr. Dennis Baskin (KCC)  
Tommy Cameron (SJCISD)  
Michael Goldin (GOCC)  
LaToy Green (Parent) wat  
Jerry Johnson (ISD-Calhoun)

David Maurer (PS-Humphrey Products)  
Laura McGuire (PS-DENSO)  
Andrea Rainer (Huron Pottawatomi)  
Jim Sertic (PS-Sertic Consulting)  
Tim Staffen (CISD)

#### **STAFF PRESENT**

Ashley Iovieno (Business Services, MWSW)  
Jessica Meskil (Business Services, MWSW)

Kathy Olsen (MWSW)

#### **OTHERS PRESENT**

Sarah Beckle (SJCISD)  
Dawn DeLuca (YOU/KRESA)  
Sam Dougherty (WDI/MWSW)  
Robin Greymountain (Adult Educ)  
Diane Roose (GOCC)

Lisa Smith (YOU/KRESA)  
Brenda Stewart (MEDC)  
Paul Watson (KCC)

#### **MW SOUTHWEST CEAC MEMBERS ABSENT**

Paul Aivars (alternate-Goldin) (GOCC)  
Morris Applebey (Labor-Kal Electrical JATC)  
James Brylowski / James Callahan (Labor-  
SW MI Building Trades)  
Cameron Buck / Eric Stewart (CTE-Kalamazoo)  
Dr. Deb Coates / Dr Tracy Labadie (Educ)  
Jason Luke (KRESA)

Dr. Diane Owen-Rogers (MiSTEM)  
Windy Rea (Job Corps)  
Randy Sowles (BACC)  
Ken Willcutt (Plumbers & Pipefitters &  
HVACR Local Union 357)

#### **INTRODUCTIONS/ANNOUNCEMENTS**

Individuals present introduced themselves and the agency they represented.

#### **MINUTES**

**Motion made by Jim Sertic and supported by Michael Goldin to approve the Michigan Works! Southwest Career Educational Advisory Council (CEAC) March 22, 2021 meeting minutes. Motion carried.**

## **WDB EDUCATION REPRESENTATIVES**

Kathy Olsen reported Dr. Adrien Bennings and Kris Jenkins have been serving as the Education representatives on the Michigan Works! Southwest Workforce Development Board and Randy Sowles has been serving as an alternate for Kris Jenkins. Their terms are in effect through June 30, 2022; however, the WDB is recertified every two years and the recertification documentation is due May 31, 2021. She asked if the committee was in support of continuing the nomination of these representatives on the WDB or if there were any other recommendations.

**Motion made by Dr. Dennis Baskin and supported by Tommy Cameron to approve the continued nomination of Dr. Adrien Bennings and Kris Jenkins as the Education representatives on the Michigan Works! Southwest Workforce Development Board and to approve Randy Sowles as an alternate for Kris Jenkins. Motion carried.**

## **COMPREHENSIVE LOCAL NEEDS ASSESSMENT (CLNA)**

Tim Staffen reported the Comprehensive Local Needs Assessment (CLNA) is required for running State approved Career Technical Education (CTE) programs that are tied into the Perkins grant. The data is used to determine what drives the needs for CTE programs and whether the programs are responding to the economic needs of the area. Each year's CTE plan must be tied to the CLNA data. Questions to address include: are we preparing students?; are the students performing?; are subgroups being represented?; and what are we doing to help them succeed? Each school that operates a CTE program puts together a report and the reports are then passed on to Career Education Planning Districts (CEPD) Directors. Decisions are made on the results of the CLNA. The CLNA is reviewed every other year, and 2021 is the year for a review to occur. The State will be rolling out templates to be used; however, until those templates are released, CTE staff cannot proceed. He noted that part of the delay was due to COVID-19.

Industry input is critical, and it is important to ensure that students are obtaining skills that employers are looking for as well as the ability to earn industry recognized credentials prior to graduation from high school. Dave Maurer reported Southwest Michigan First has data from business retention surveys that is centered around workplace needs. He offered to reach out to Southwest Michigan First. It was noted that this information would also be helpful to the post-secondary partners.

## **EDUCATION UPDATES**

### **Secondary Education**

Tommy Cameron reported the millage passed in St. Joseph County. Three CTE coordinators have been hired at the St. Joseph ISD. Staff are focusing on three topics: career education for grades K-12; an online program called Xello has been added to help students build skills and knowledge; and improving the connections between CTE and business.

Tim Staffen reported a core team has been formed at Calhoun ISD and its mission is to promote and drive K-12 career development. Staff at the career center do a good job driving the career development but the concern is for those students who do not attend classes at the career center. Students need to learn what a graduate should look like to be a lifelong learner to get a job, keep a job and change within an industry. Services for Education Development Plans (EDPs) needs to be more than earning credentials or going to college; services need to include learning about careers.

### **Post-Secondary Education**

Michael Goldin reported Glen Oaks Community College is working with St. Joseph ISD CTE to establish a teacher academy where students can earn dual credit. They are also working on a capital outlay budget to improve programs; however, it still needs legislative approval. This will affect Computer Science, Allied Health and Skilled Trades curriculums. GOCC plans to offer hybrid options for learning this fall.

### Adult Education

Jerry Johnson reported the Request for Proposals (RFP) process for Adult Education providers was completed. There were 14 applicants for Section 107 funding. He noted that this year, the three providers in St. Joseph County applied as a consortium and thus there are now 14 providers instead of the previous 16. The whole process is complex, and the hope is that the RFP process can be simplified in the future.

### MW SOUTHWEST BUSINESS SERVICES UPDATE

Ashley Iovieno reported Michigan Works! Southwest has hired additional business services staff. They include Heather McNash, Business Services Coordinator for Calhoun County and Barb Wise, Administrative Assistant of Business Services. Ms. Wise is replacing Jessica Meskil who has transitioned into the role of Apprenticeship Success Coordinator.

Ms. Iovieno reported staff are still waiting on the State for the State Apprenticeship Expansion (SAE) Grant Agreement. The grant will be sub-awarded to Career Technical Education in the Michigan Works! Southwest service area which includes Branch Calhoun, Kalamazoo and St. Joseph Counties. The grant is designed to expand and diversify Michigan Registered Apprenticeships and the plan is to add 176 apprenticeships over the next two years with a focus on manufacturing, healthcare, and information technology. A formal presentation will be provided to the CEAC at a later date.

The MiCareerQuest Southwest™ that recently occurred was a very successful event. She gave special thanks to Tim Staffen from Calhoun ISD and Kathy Spackman and Jason Luke from KRESA. The event showcased careers to a middle school audience using a virtual platform called vFairs. The vFairs platform allowed for employers to build a virtual booth adding documents and videos to help explain the occupation(s) they were representing. On the day of event, students could then enter those booths and text or video chat with the employer representatives. She shared data from the event:

Total Users who Logged in:	1,589
Total Booth Visits	24,880
Total Documents clicked	11,917
Total Videos Viewed:	16,941
Total Tabs Clicked:	6,469

Ms. Iovieno also shared some positive feedback received regarding the event. Some videos were created, and links will be shared once approved by the schools and the IT departments. Tim Staffen expressed his appreciation for the work that the MW! Southwest Business Services Team put into the event.

### BUSINESS UPDATES

No additional business updates were reported other than many employers are seeking employees.

### CEAC METRICS

Kathy Olsen reminded members to send her their list of career pathway and exploration events so that they can be counted in our area's CEAC metrics.

### OTHER MEMBER UPDATES

No additional updates were reported.

### PUBLIC COMMENTS

None.

**ANNOUNCEMENTS / UPCOMING EVENTS and MEETINGS**

The next Workforce Development Board quarterly Board meeting for Michigan Works! Southwest is scheduled for Thursday, May 20, 2021 from 9:00-10:30 a.m. This will be a virtual meeting.

Project Lead The Way Professional Development Opportunity is scheduled for August 11-13, 2021.

A Regional Implementation Consortia meeting for the Apprenticeship Expansion Grant will be scheduled late summer or early fall.

**NEXT MEETING**

The next CEAC meeting is scheduled for Monday, September 20, 2021 from 1:00-3:00 p.m. The decision to meet in-person or virtually will be decided at a later date.

**ADJOURNMENT**

With no further business to conduct, the meeting was adjourned at approximately 1:55 p.m.

Respectfully submitted,

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Kathy Olsen, CEAC staff support

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Tim Staffen, Chair CEAC