

**Workforce Development Board Executive Committee
Meeting Minutes
October 19, 2023**

CALL TO ORDER: Workforce Development Board Chair, Jackie Murray, called the meeting to order at 9:00 a.m. at the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo Michigan.

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

WDB Executive Members Present:

| | | |
|---------------------------------------|-----------------------|---------------------------------|
| Lisa Godfrey (PS)* | Brian O'Donnell (PS)* | |
| Randall Hazelbaker (PS)* ^v | Kris Jenkins (Educ)* | * Exec Committee |
| Jackie Murray (PS)* | Frank Tecumseh (PS)* | ^v Attended Virtually |

WDB Executive Committee Members Absent

Dave Maurer (PS)*

Other WDB Members Present

Morris Applebey (Labor) Jeff Heppler (PS)

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

| | | |
|--------------------|-------------|------------------|
| Jakki Bungart-Bibb | Amy Meyers | Amanda Rosenberg |
| Ben Damerow | Kathy Olsen | Shelby Springett |

Michigan Works! Services / Program Staff Present:

Jim Benton (YOU/KRESA)^v Paige Daniels (YOU/KRESA) Amanda Sutherland (YOU/KRESA)^v

Guests Present:

Kylee Johnson^v
(for Rep. Julie Rogers)

AGENDA

Jackie Murray reported a correction to the agenda was made. Items XII and XIII are to be reversed. Item XII is now the Closed Door Session and item XIII is the Adjournment.

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.

PUBLIC TIME

None.

APPROVAL OF MINUTES (Exhibit A)

Motion made by Brian O'Donnell and supported by Morris Applebey to approve the September 21, 2023 Workforce Development Board quarterly meeting minutes. Motion carried.

COMMITTEE REPORTS

Career Educational Advisory Council (CEAC) – Kris Jenkins reported the Career Educational Advisory Council (CEAC) met on October 16, 2023. Representatives from the Intermediate School Districts provided updates on the status of the Comprehensive Local Needs Assessment (CLNA) that they are working on. The updated CLNA reports are due before the end of the calendar year. CEAC members in attendance also discussed potential updates to the 61b plan and the ranking of industry pathways for the Michigan Works! Southwest region. She reported the 61b plan is built around high demand, high skill industry pathways and the update is due to the State of Michigan on December 1, 2023. Lastly, members present at the CEAC meeting provided updates regarding recent career events that have recently occurred, as well as those planned for the near future. One event, the MiCareerQuest™ Southwest, is scheduled for October 24 and 25, 2023 where over 4,000 eighth grade students from Kalamazoo and Calhoun Counties will have the opportunity to participate in hands-on career exploration activities at the Kalamazoo Expo Center.

NEW BUSINESS

Plans

FY2024 Food Assistance Employment and Training Plan (Exhibit B1) – Amanda Rosenberg requested Board consideration and approval of one workforce development plan. She reported that Michigan Works! Southwest received an allocation totaling \$112,630 for the Food Assistance Employment and Training (FAE&T) program for fiscal year 2024. This is an increase from the \$102,541 allocation received in FY2023 and noted that allocations are based on the number of Food Assistance Program (FAP) cases by county. The FAE&T Program serves adults who are receiving Food Assistance, between the ages of 18 and 52, and who do not have minor dependents on their Food Assistance Program (FAP) case. The FAE&T Program is also available to single adults aged 18 to 59 years old and adult members of a FAP household with minor children. The FAE&T funds may be used to provide employment and training activities, as well as supportive services, to individuals referred to Michigan Works! by the Michigan Department of Health and Human Services (MDHHS). Currently, participation in the FAE&T program is voluntary. An extension of the statewide waiver of the time-limited food assistance was extended through February 28, 2024; therefore, Able-Bodied Adults Without Dependents (ABAWD) do not currently have a work requirement.

Motion made by Kris Jenkins and supported by Frank Tecumseh to approve the FY2024 Food Assistance Employment and Training Plan. Motion carried.

WDB Committee Chairs for 2024 (Exhibit C) – Jackie Murray reported the list of committee chair appointments was included in the agenda packet and that there are no changes from the 2023 appointments. The Monitoring Committee co-chairs are Dave Maurer and Brian O'Donnell, and the DART Committee Co-chairs are John Fiore and Hank Bostic. The CEAC Committee chair is Tim Staffen, and the vice-chair is James Berry. The WDB Bylaws require the WDB Chair to approve the committee chair appointments; however, she requested approval from the Board as well.

Motion made by Morris Applebey and supported by Kris Jenkins to approve Dave Maurer and Brian O'Donnell as co-chairs of the Monitoring Committee; John Fiore and Hank Bostic as co-chairs of the DART Committee; and Tim Staffen as the CEAC chair and James Berry as the CEAC vice-chair for 2024. Motion carried.

STAFF REPORTS

Business Services Activities (Exhibit D)

Amy Meyers provided an update on the Business Services Dashboard that included information regarding the current unemployment rates, job demand, the Going PRO Talent Fund, and employers served. She also provided additional information pertaining to the upcoming MiCareerQuest™ Southwest event.

Unemployment Rates - Ms. Meyers reported the updated unemployment rates for August 2023 were noted on the second page of the Dashboard (Exhibit D). The Michigan Unemployment rate was reported to be 3.7%, with the

national rate at 3.8% and the rates for the four counties in the Michigan Works! Southwest service area ranged from 4.2% to 4.8%. St. Joseph County was at 4.5%, Kalamazoo County was at 4.2%, Branch County was at 4.2%, and Calhoun County was at 4.8%.

Job Demand – The third page of the dashboard showed details of job demand in the Michigan Works! Southwest services area. Registered nurses take the top spot this month, with Retail Salespersons coming in second, with a total of 13,948 ads, which is a 7.2% decrease from last month. Employers with the most openings aligned closely with the occupations with the most openings.

Going PRO Talent Fund – The Going PRO Talent Fund (GPTF) numbers have been updated on the Dashboard to reflect the last company awarded for the FY23 cycle. The dashboard now represents all the grants for FY23. For the FY24 cycle I, the application portal is now open. The Business Solutions Team has conducted four information sessions for employers, and they will continue to hold one-on-one sessions as needed. Applications will be open until 4:49 p.m., October 27, 2023.

Employers Served - The last page of the Dashboard highlights the number of employers served and services provided, this data is up to date as of September 2023.

MiCareerQuest™ - Ms. Meyers reported that next week on Tuesday, October 24 and Wednesday, October 25, 2023, along with many area partners, the Michigan Works! Southwest team will host MiCareerQuest™ Southwest at the Kalamazoo Expo Center. This year, an evening event will be held on Tuesday, from 3:00 to 6:00 p.m. where parents, students, and community members are invited to check out the exhibits on display. Staff extended an invitation to Board members to also attend the event. Following the meeting, the schedule and additional details regarding a tour will be emailed to Board members.

Labor Market Information

Michigan's Labor Market News – Amy Meyers reported the October edition of the Labor Market Newsletter has been released and a link to the publication will be shared with the board in the meeting follow-up email. This month the focus is on labor market outcomes for individuals with less than a high school diploma in Michigan. The map of the month features the share of the Michigan population with less than a high school diploma by county.

Operations Update & Dashboard (Exhibit E)

Amy Meyers reported on monitoring visits recently conducted by the State, a Veterans partner visit, and the Operations Dashboard. She thanked all the staff who contributed to the success of the monitoring visits.

Cycle III State Monitoring - The first monitoring visit was Cycle III, which is an annual fiscal and administrative monitoring that covers six categories: (1) Cash Management, Interest Income, and Program Income; (2) Complaints and Grievances; (3) Equal Opportunity; (4) Equipment Management; (5) Procurement and Contract Administration; and (6) Service Provider and Worksite Monitoring. She reported that the monitoring report for this visit resulted in no findings and no further action is required.

Service Center Certification - Another monitoring visit that occurred this past month was the certification for the Michigan Works! Southwest Service Centers. She reported this is a bi-annual visit where State staff physically visit the service center locations to ensure that the centers are in compliance with requirements. This monitoring covers everything from required postings of notices and laws to ADA compliance. During the visit, the monitor also ensures that services and tools available meet the needs and expectations of job seekers and employers. In follow-up to this visit, Michigan Works! Southwest received notification that the conditions were met, and the Service Centers were certified through calendar year 2024. Jakki Bungart-Bibb thanked Amy Meyers for leading this effort. She noted that the Service Center certification process was previously completed by Kalamazoo RESA as part of their contract responsibilities. With many of the services transitioned to the Upjohn Institute on July 1, 2023, the certification process was new to many of the current MWSW staff.

Veteran Partners Visit - In addition to the monitoring visits, state veteran partners also visited during this past month. Staff had the opportunity to meet with veteran leadership as well as the state veterans' staff who work out of the Kalamazoo and Battle Creek service centers. This was a great opportunity to hear updates pertaining to the focus areas for veterans for the coming year, provide updates on the services provided by Michigan Works! Southwest, and to discuss opportunities to further grow our partnership.

Operations Dashboard (Exhibit E)

Amy Meyers reported on the Partnership. Accountability. Training. Hope. (PATH) data on page two of the Dashboard and the Learn, Earn, and Provide (LEAP) data on page three of the Dashboard, both of which highlight a full year of program information. Ms. Meyers noted that LEAP has been a pilot program in the Michigan Works! Southwest area for approximately two years and statewide expansion is expected in approximately 18 months. Staff are anticipating that final year-end numbers for these programs will be released soon. Allocations for the next program year are expected in the near future and will be presented to the Board for approval once notice is received. Page five of the Dashboard includes information pertaining to the Employer Resource Network® (ERN®) and that data is also for a full program year. She highlighted the success story on page five that featured the co-enrollment and partnership of Barrier Removal Employment Success (BRES) and ERN®. Ben Damerow reported that the average wage at placement for LEAP and BRES are the highest ever for Michigan Works! Southwest. Amy Meyers noted that the wages reported were at least \$1.00/hr. higher than previously attained. Jakki Bungart-Bibb reported that some of the increase could be attributed to the fact that many employers raised their wages during the past year. The performance data on page four of the Dashboard for the Workforce Innovation and Opportunity Act (WIOA) and Wagner-Peyser (W-P) is for one quarter of the current program year that began on July 1, 2023. Final numbers for the year that ended on June 30, 2023 are expected soon from the State and will be provided to the Board once received.

Director's Report (Exhibit F)

Jakki Bungart-Bibb provided State and Federal updates and highlighted a few important event dates for members to mark on their calendars.

2024 State Legislative Priorities - The Michigan Works! Association along with the MW Directors from across the state have outlined 2024 priorities which include the Going PRO Talent Fund (GPTF), Barrier Removal Employment Success (BRES), skills scholarships, and youth career exploration. She provided a couple of examples as to why the priorities look similar to previous years. The Going PRO Talent Fund continues to be impactful for both employers and employees. The ask last year was \$110 million with a State budget of \$54 million, thus that is why it remains a priority. The BRES funding is a more flexible fund source that allows MW staff to assess the needs locally and utilize the funding based on those needs. Staff have been able to use the BRES funding for a variety of needs including providing supportive services to the ALICE population so they can maintain and/or advance in their employment. MW staff will continue to work closely with the MW Association and with the Department of Labor and Economic Opportunity (LEO) to align priorities, and they anticipate finalizing the priorities by the end of November. Staff will keep the WDB informed and share the information once it is finalized.

Federal Update - Congress passed a stopgap funding bill to keep the government open through mid-November, 2023. Another bill will need to be passed before November 17, 2023 to avoid a government shutdown. Currently, business in the house is at a standstill pending the election of a new speaker.

WIOA Reauthorization - High level conversations are occurring regarding WIOA reauthorization with a markup session planned mid to late November. A key proposal that could significantly impact how workforce development operates will depend on how it is written and if it moves forward. The proposal is related to training and the importance of funding for training. Mandatory training is being proposed through an Individual Training Account (ITA) process that would be similar to unemployment insurance or Pell grants. It would guarantee funding for individuals seeking training through a voucher system. Concerns raised were listed in the Director's Report with

the main one being whether this proposal would be an additional fund source or if it would take away from the existing formula allocation. Other concerns noted were eligibility criteria and the overall approach to training. She noted that there is some apprehension that this proposal would undermine the demand driven approach and may not align with relevant training for local demand. The house is hoping to move this proposal forward by the end of the calendar year; however, the senate may not agree. Staff will continue to stay informed and engaged during the reauthorization discussions as it could significantly impact how services are delivered.

2024 Save the Dates – Lastly, Ms. Bibb reported on a few 2024 dates for members to note on their calendars. They included the annual Legislative Day, the annual Impact Awards, and the Michigan Works! Association’s annual conference.

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. The annual meeting of the WDB is Wednesday, December 6, 2023. The next Executive Committee meeting is Thursday, December 21, 2023; the next quarterly meeting of the full WDB is Thursday, November 16, 2023; the next Monitoring Committee meeting is Tuesday, October 24, 2023; the next Disability Awareness Resource Team (DART) meeting is Tuesday, November 14, 2023; and the next Career Educational Advisory Council (CEAC) meeting is Monday, December 4, 2023.

CLOSED DOOR SESSION

Motion by Brian O’Donnell and supported by Frank Tecumseh to move into a Closed Door Session for the purpose of discussing pending litigation.

A Roll Call Vote to move into a Closed Door Session was taken. Ayes: Morris Applebey, Lisa Godfrey, Jeff Heppler, Kris Jenkins, Jackie Murray, Brian O’Donnell, and Frank Tecumseh; Nays: None. Motion carried.

WDB members moved into a Closed Door Session at 9:26 a.m. They were joined by staff Ben Damerow, Jakki Bungart-Bibb, and Kathy Olsen.

A Roll Call Vote was taken to move back into the public WDB Executive Committee meeting at 9:37 a.m. Ayes: Morris Applebey, Lisa Godfrey, Jeff Heppler, Kris Jenkins, Jackie Murray, Brian O’Donnell, and Frank Tecumseh; Nays: None. Motion carried.

ADJOURNMENT

There being no other reports or business for the Board, the meeting was adjourned at 9:38 a.m.

Kathy Olsen Date

Jackie Murray Date

APPROVED

These minutes were approved on _____