
COMMITTEE REPORTS

Monitoring and Evaluation Committee Report

Dave Maurer reported the Monitoring Committee met in October to review the One-Stop Operator, Employment Services and the Trade Program. Four participants were interviewed and all reported being very satisfied with the services received. A suggestion for improvement was to offer a crash course for online learning. He noted that this issue was not specific to Michigan Works! Southwest, as many organizations encountered similar issues during the COVID shutdown. He also noted that this could have been a generational issue for older workers. As happy as the participants were with the services provided by Michigan Works! Southwest, they reported unacceptable experiences with the State's Unemployment Insurance system, which unfortunately affected their overall experience while they searched for employment and explored training options. Staff monitoring found no findings; however, administrative recommendations and opportunities for improvement were identified. Administrative recommendations included properly completing and validating digital signatures, implementation of supports to ensure successful training outcomes, and consistently completing file documentation.

Career Educational Advisory Council (CEAC) Report

Dustin Scharer reported the Career Educational Advisory Council (CEAC) met in December. At the meeting, Jim Berry from St. Joseph County Intermediate School District (SJCISD) shared a Talent Portfolio website and discussed how SJCISD is working with students to create Talent Portfolios. Updates were also provided by members representing secondary education. Branch County ISD is celebrating 50 years of career education this year. They also held a career day for ninth grade students, and tenth grade students toured programs at the Career Center. Students from Branch County also competed in the annual WMU Innovation Expo and were recognized for developing a UV light. For this year's event, nine (9) schools participated. The schools were represented by 148 teams where 348 students pitched their innovations. Additional schools are encouraged to participate in future competitions. In Calhoun County, 10th grade students will be visiting the career center in February 2023. The welding program is expanding to address their wait list. St. Joseph County is partnering with Glen Oaks Community College, and they are planning Career Exploration Days for 10th grade students. New videos were created to promote their CTE programs. Kalamazoo RESA is offering a CareerNow curriculum for youth ages 16-24 which can assist with training costs. KRESA also held a couple of events to help educate teachers, parents, and students about apprenticeships. During the updates from post-secondary education, Kellogg Community College reported participating in the MiCareerQuest™ in October that was held at the Kalamazoo Expo Center. KCC also partnered with employers and Michigan Works! Southwest for Manufacturing Day/week events, as well as for an event in Marshall to expose students from three schools to career pathways. Adult Education reported that some providers continue to struggle with using the state's NexSys system for the adult education grants. Staff shortages and laws limiting access to Adult Education have further added to the struggle providers are having. The Michigan Association for Community and Adult Education has identified staffing and professional development needs to help lift program performance. Portage Elementary Schools held a STEAM (Science, Technology, Engineering, Arts, and Mathematics) event on October 21, 2022 at the Air Zoo and approximately 3,500 individuals attended the event. Michigan Works! Southwest staff reported working with employers for MiCareerQuest™ events and FY23 Going Pro Talent Fund applications. State staff in attendance at the CEAC meeting reported the impact of funds spent for career awareness is important to the state. The state staff also recognized the great community partnerships between employers, intermediate school districts, post-secondary education, and Michigan Works! that exist in the Michigan Works! Southwest service area.

NEW BUSINESS

WDB Plans

CY2023 System Plan (Exhibit B1) - Amanda Rosenberg reported The Michigan Works! System Plan is nonfinancial and includes a series of certifications, assurances, stipulations, and administrative procedures applicable for all programs funded through the Michigan Department of Labor and Economic Opportunity. This is an annual plan, in alignment with the calendar year, and the required administrative procedures are included on the plan document, including identification of board leadership, the one-stop operator, as well as all the service providers for the Michigan Works! Southwest workforce development system. There are no changes from last year's requirements.

AY2020 WIOA Statewide Activities Funding to Support WIOA Participant Training (Exhibit B2) - Amanda Rosenberg reported Michigan Works! Southwest received notice from the Michigan Department of Labor and Economic Opportunity of an allocation totaling \$187,500 of WIOA Statewide Activities funding to assist with meeting local demands for training. The funding is available through June 30, 2023 to support participants who are WIOA eligible Adults and Dislocated Workers. WIOA allows states to use a portion of the funds reserved for Statewide Activities to develop strategies to serve individuals with barriers to employment and implement services for workers and businesses, this includes support for education, training, and skill upgrading. Training services guidelines and allowability are provided on the plan document and include opportunities for on-the-job and occupational skills training.

Motion made by Dave Maurer and supported by Frank Tecumseh to approve the CY2023 System Plan and the AY2020 WIOA Statewide Activities Funding to Support WIOA Participant Training. Motion carried.

WDB Schedules

WDB 2023 Proposed Schedule (Exhibit C1) - Kathy Olsen reported two schedules were being presented for Board approval. The first was the Workforce Development Board proposed 2023 schedule with the meetings continuing to be held on the third Thursday of the month from 9:00-10:30 a.m. The Full Board would meet during the months of February, May, September, and November and the Executive Committee would meet during the other months.

CEAC 2023 Proposed Schedule (Exhibit C2) - The Career Educational Advisory Council is required to meet a minimum of three times per year. The proposed 2023 schedule includes four meetings during the months of March, May, September, and December. The meetings would continue to be held on Mondays from 1:00 to 3:00 p.m.

Both calendars will be updated to include meeting locations and the updated calendars will be added to the Michigan Works! Southwest website.

Motion made by Randall Hazelbaker and supported by Frank Tecumseh to approve the Workforce Development Board 2023 meeting schedule and the CEAC 2023 meeting schedule. Motion carried.

WDB Appointments (Exhibit D-Amended)

Kathy Olsen requested Board consideration and approval of two appointments to the Workforce Development Board. The first appointment was for David Pawloski, labor liaison for the United Way of South Central Michigan and member of the South Central Michigan AFL-CIO Labor Council and UAW local 2093. Mr. Pawloski would be representing labor for a balance of a two-year term that began October 1 2022 and ends September 30 2024. The second appointment was for Allen Ives, vice president of operations at Kadent Johnson LLC, to represent the private sector, for the balance of a two-year term that began October 1 2021 and ends September 30 2023.

Motion made by Dave Maurer and supported by Frank Tecumseh to approve the appointments of David Pawloski, labor liaison for United Way of South Central Michigan and member of the South Central Michigan AFL-CIO Labor Council and UAW local 2093, representing labor, for a balance of a two-year term that began October 1 2022 and ends September 30 2024; and Allen Ives vice president of operations at Kadent Johnson LLC, to represent the private sector, for the balance of a two-year term that began October 1 2021 and ends September 30 2023. Motion carried.

Request for Proposals Update

Jakki Bungart-Bibb reported Employment Services (ES), the One-Stop Operator and Trade Act services are scheduled to be bid this year as these services are on a three-year Request for Proposal (RFP) cycle. This year is the end of that three-year cycle which means that typically an RFP would be released in the next couple of months to procure a provider to deliver services effective July 1, 2023. She reported the current service provider for these services is Kalamazoo Regional Educational Service Agency (KRESA). She introduced Eric Stewart, the assistant superintendent for career and talent development for KRESA, as he has requested an opportunity to address the board regarding KRESA's role as a provider of these services.

Eric Stewart expressed appreciation for the opportunity to speak to the Workforce Development Board. He reported Kalamazoo RESA has been the One-Stop Operator and has managed Employment Services and other supplementary services for many years and staff are proud of the accomplishments. He added that he personally has been involved in workforce development programs for many of those years. After many strategic planning sessions, KRESA has made the decision to back away from bidding on these contracts once the current program year ends on June 30, 2023. He wanted the Workforce Development Board to know how amazing KRESA's relationship has been with Michigan Works! Southwest, and that it has always been focused on solutions to address the challenges as they were presented. One example provided was addressing the difficulty customers faced navigating Unemployment Insurance claims during COVID and the ability of staff to 'switch gears' to assist. The Workforce Development Board's trust in KRESA's provision of services and their partnership with Michigan Works! Southwest is greatly appreciated. He wanted to publicly share how much KRESA appreciates the staff and the challenges they have faced as they provided services. KRESA has been undergoing a realignment of services, and with plans for a new Career Center in Kalamazoo, a new Career Connect department, and an increased focus on elementary school programming for career exploration, it has become even more challenging to manage the One-Stop Operations and provide Employment Services. KRESA has made a lot of commitments to the community and recognizes a need to narrow their focus. Mr. Stewart noted that over the years, there have been many transitions for the management of other workforce development programs and KRESA is committed to assisting with a smooth transition for these services. They also look forward to continuing to bid, and hopefully be selected, to provide youth services, as they are aligned with KRESA's strategic planning.

Chair, Lisa Godfrey offered thanks on behalf of the Board and noted that it has been a wonderful relationship. Jakki Bungart-Bibb expressed that Michigan Works! Southwest is extremely grateful for the many years of partnership and support from KRESA and its staff, and she recognized their dedicated service to the advancement of workforce development services across the four-county area. Ms. Bibb continued by stating that Michigan Works! Southwest is looking forward to continuing the workforce development partnership with KRESA to serve youth through the Workforce Innovation and Opportunity Act (WIOA) Youth program, Jobs for Michigan's Graduates (JMG) program, and other youth-focused programming opportunities. Ms. Bibb also stated Michigan Works! Southwest is proud to be a committed partner of KRESA in their endeavors to create a world class CTE center in Kalamazoo and are looking forward to the continued partnership serving local community members and employers. She personally thanked KRESA's leadership and stated that their time, effort, and service to Michigan Works! Southwest customers have contributed to the many successes.

Given the announcement from KRESA, Ms. Bibb requested the opportunity to address the Board regarding next steps. She reported that under federal regulations, One-Stop operations are required to be procured, thus, Michigan Works! Southwest will be following the typical schedule to procure these services in the coming months to identify a new One-Stop Operator. She further reported that under the current Wagner-Peyser regulations, maximum staffing flexibility is allowed for the operation of Wagner-Peyser Employment Services, and in response to KRESA's announcement, she proposed to the Board that Michigan Works! Southwest/Upjohn Institute provide these services directly, inclusive of RESEA and TAA, beginning July 1, 2023, as opposed to releasing a Request for Proposal (RFP) to procure services.

Additionally, in follow-up to previous board meeting updates, Ms. Bibb reminded members of the pending Notice of Proposed Rulemaking (NPRM) that would impact the delivery of Wagner-Peyser services through the required use of state merit-based staffing. With all the current unknowns, it is not anticipated that there would be responses to an RFP at this time. She also reported that administrative staff reviewed past RFP responses and noted there were no bidders other than KRESA for the last decade. Wagner-Peyser services must be available July 1, 2023 and even if the NPRM required a change in the staffing model, there would be at least an 18-month transition period. Approving Upjohn to provide these services would allow Upjohn to train existing staff and would position Michigan Works! Southwest to be prepared to provide services regardless of the Proposed Rule decision. The primary benefits of providing direct services include cross trained staff, braided funding, leveraged resources, and streamlined administrative processes and service delivery, all of which would create efficiencies. She added that Michigan

Works! Southwest staff have proven success in the implementation and delivery of other workforce development services and programs, including PATH. She expressed appreciation for Board consideration of this proposal and expressed openness to address any questions from the Board. There were no questions.

Motion made by Frank Tecumseh and supported by Randall Hazelbaker that Michigan Works! Southwest/Upjohn Institute, the administrator for workforce development programs for Branch, Calhoun, Kalamazoo, and St. Joseph Counties, provide direct services, beginning July 1, 2023, for Wagner-Peyser Employment Services that includes Trade Act services; and in doing so, there is no need to release a Request for Proposal to procure these services. Motion carried.

STAFF REPORTS

Business Services Update and Dashboard (Exhibit F1)

Ashley Iovieno provided a Business Services update and Dashboard report (Exhibit F1) that included data pertaining to apprenticeships, unemployment rates, job-demand, the Going PRO Talent Fund (GPTF), employers served, and labor market news. The Dashboard summarizing these topics was included in the agenda packet.

Apprenticeships - Ms. Iovieno reported a summary of the work with apprenticeships is highlighted on page 2 of the Dashboard Report. In 2023, Business Services staff plan to continue working with employers and the United States Department of Labor – Office of Apprenticeships to promote, educate and develop new apprenticeship programs and occupations. This work will be supported by continuing with Apprenticeship 1.0 information sessions. A schedule has been confirmed with the apprenticeship representative and a flyer promoting the events will be released soon. The information sessions will begin in February and run throughout the year.

Unemployment Rates - Unemployment rate updates for November 2022 were also provided on page 2 of the Dashboard. The Michigan Unemployment rate was reported to be at 3.5%, the national rate was reported to be at 3.6% and the four counties in the Michigan Works! Southwest service area ranged from 3.4% to 4.3%. They were as follows: St Joseph County was at 4%, Kalamazoo County was at 3.4%, Branch County was at 3.7% and Calhoun County was at 4.3%.

Job Demand - Page 3 of the Dashboard included details of job demand in the Southwest Prosperity Region. The in-demand jobs data continues to show Registered Nurses at the top, followed by retail salespersons, and then first-line supervisors/retail, for a total of 16,070 ads, which is an 8.4% decrease from last month. Employers with the most job openings aligned with the occupation showing the most openings, which was healthcare.

Going PRO Talent Fund (GPTF) - The application period for the Going Pro Talent Fund (GPTF) ended earlier this month and as noted on page 5 of the Dashboard, Michigan Works! Southwest staff successfully submitted 64 applications to the State for consideration. The total amount of those applications was almost \$4.4 million. Although fewer applications were submitted when compared to the 81 submitted in FY22 for a total of about \$4.8 million, the funding request amount from employers in FY23 was still comparable. This can partly be attributed to this year's increase in the amount per trainee. A couple of factors that contributed to the decline in applications were that for the first time in the program's history, a second application cycle will be offered in Spring of 2023, and that the first application period fell across three holidays. This led to many employers thinking strategically about their training needs and determining the best training schedule for their company which led some to decide to wait for cycle two. Staff have kept a running list of these employers and will reach back out once more information has been released. The number of individuals to be trained in the applications submitted included 1,148 new hires, 1,194 current employees, and 355 apprentices. This is the highest number of apprentices staff have seen as last year there were 310. This increase can be contributed to the opportunity to train second year and beyond apprentices which was not allowed in past years. In total, the State of Michigan received 1,412 applications this cycle, which is 56 less than what they received in FY22. The State did not disclose the total dollar amount requested from employers. Submitted proposals are currently being reviewed and the State plans to make award announcements at the end of the month. The State has also given a tentative time of March 2023 for the Industry Led Collaborative (ILC) portion of GPTF grants to open and Spring 2023 for the second cycle of GPTF grant applications to open.

Employers Served - Page 5 of the Dashboard shows the number of employers served and services provided, this data includes December 2022. Ms. Iovieno noted a significant increase in the number of employers and services provided due to the Going PRO Talent Fund activity at the end of 2022.

Michigan's Labor Market News - The January edition of the Labor Market Newsletter is now available, and the link will be sent to Board members following the meeting. This month's publication features Michigan Highlights from the Vintage 2022 release for national and state population estimates. It shares maps reviewing population changes per state and includes data related to 2022 online job ads.

Burning Glass Analytics and Real Time Jobs Data (Exhibit E) - 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 November 1, 2022, through December 31, 2022, was included in the meeting notice.

Operations Update and Dashboard (Exhibit F2)

Jennifer Klemptow reported the annual report was finalized and printed copies were provided at the meeting. She noted some programs operated on a October through September program year and some operated on a July through June program year; the dates are reflected in the report as they pertain to each of the programs.

Ms. Klemptow reported the recognition of the Shining Star Award winners is changing to announcements at quarterly board meetings instead of monthly.

Ms. Klemptow provided a couple of highlights to the Service Summary Dashboard (Exhibit F2) that was included in the agenda packet. Highlights included a slight increase every month for the last three months of program participants for the Partnership. Accountability. Training. Hope. (PATH) Program as noted on page 2 of the Dashboard. The program is on track to meet the 50% Work Participation Rate (WPR) for next month. The employment rate noted on page 3 of the Dashboard for the Learn, Earn and Provide (LEAP) Program which is currently at 63.4%, remains consistently higher than average. Staff have also seen an increase in the number of intakes for the Clean Slate Program, which is not expected to slow down anytime soon. The Barrier Removal Employment Success (BRES) Program, also highlighted on page 3, remains to be the most flexible funding and is often used to assist with expungement, housing, and transportation support services. At the last WDB meeting it was mentioned that Stryker has joined the list of Employer Resource Network® (ERN®) members. Page 5 of the Dashboard highlights the work of the ERN®.

Director's Report (Exhibit G)

Jakki Bungart-Bibb congratulated Frank Tecumseh on the recent announcement of his promotion to CEO of FireKeepers Casino Hotel.

State – Jakki Bungart-Bibb highlighted a couple of upcoming events sponsored by the Michigan Works! Association. The first event highlighted was the annual Legislative Day in Lansing scheduled for March 15, 2023. Vice Chair Jackie Murray and Ms. Bibb will be attending and will be meeting with lawmakers. She noted there are many new lawmakers, and this will be a wonderful opportunity to meet them and acquaint the legislators with the work of the Michigan Works! network, to share the Association's legislative priorities, and advocate for future funding opportunities. The second event highlighted was the annual Impact Awards scheduled to be held in Lansing on May 10, 2023. She reported this event highlights successes across the state and legislators present tributes to award winners. It is a very impactful event and typically has an in-person attendance limit; however, there may be a virtual option. Staff will keep members posted as the details are confirmed.

Federal – Ms. Bibb reported a few items relevant to workforce development from the FY 2023 Omnibus Appropriation package were listed on the Director's Report included in the agenda packet as well as a [hyperlink to](#)

[the Bill summary](#) for those interested in additional details. Overall, there were large increases to apprenticeship grants and modest increases to other workforce development programs except for Trade which had a \$46 million dollar reduction. She noted that Trade has not been reauthorized and the statutory authority expired last year; however, keeping a line item in appropriations is important to keep the program operational because the Employment and Training Administration (ETA) instructed states that for as long as there was funding available, they could continue providing services.

Wagner-Peyser – Ms. Bungart-Bibb reported that unofficially, staff have heard that the decision for the Wagner-Peyser Proposed Rulemaking is expected in June.

Unemployment Insurance Agency Modernization - Ms. Bibb reported late last night she received notice that later today, the Governor’s office is expected to issue a media release pertaining to the Unemployment Insurance Agency (UIA) Modernization. Ben Damerow and Mike Horrigan, both from the Upjohn Institute, have been serving on the UIA Modernization Workgroup for this initiative and the Upjohn Institute will be mentioned in the [media release](#).

OLD BUSINESS

None.

PUBLIC TIME

None.

MEMBERS’ TIME

Dave Maurer reported substantial changes to the minimum wage and paid sick leave requirements for Michigan employers are expected to become effective on January 20, 2023. The Earned Sick Time Act (ESTA) creates a significant burden, especially for small employers and no employer, other than the government, will be exempt. The record keeping requirements for the ESTA are cumbersome and there could be automatic findings for employers who lack records. The State Supreme Court is expected to rule on the matter, hopefully by February 1, 2023.

UPCOMING MEETINGS

- The next meeting of the full WDB is scheduled for Thursday, February 16, 2023, from 9:00 – 10:30 a.m. at the Upjohn Institute, 300 S. Westnedge Avenue, Kalamazoo, Michigan.
- The next WDB Executive Committee meeting will be Thursday, March 16, 2023, from 9:00-10:30 a.m. at the Michigan Works! Service Center in Battle Creek, Michigan.

Other upcoming committee meetings listed on the agenda included:

- The Monitoring and Evaluation Committee meeting is scheduled for Tuesday, January 24, 2023, from 8:00 – 9:30 a.m. at the Michigan Works! Service Center, 1601 S. Burdick Street, Kalamazoo, Michigan.
- The Disability Awareness Resource Team (DART) Committee meeting is scheduled for Tuesday, February 7, 2023, from 2:00-4:00 p.m.
- The Career Educational Advisory Council (CEAC) meeting is scheduled for Monday, March 20, 2023, from 1:00-3:00 p.m. at a Kalamazoo location TBD.

ADJOURNMENT

There being no other reports or business for the Board, the meeting was adjourned at 9:47 a.m.

Kathy Olsen Date

Lisa Godfrey Date

APPROVED

These minutes were approved on _____