

**Workforce Development Board
Meeting Minutes – May 11, 2018**

CALL TO ORDER - Workforce Development Board Chair, Lisa Godfrey, called the meeting to order at 8:05 a.m. at the Kellogg Community College, Grahl Center, 125 Seeley Street, Coldwater, Michigan.

INTRODUCTIONS – Chair Lisa Godfrey welcomed everyone in attendance and requested that each person introduce themselves.

WDB Members Present:

Richard Anderson (Labor)
Allen Balog (PS)
Mike Bearman (PS)*
Trevor Bidelman (Labor)
Karen Doubleday
(DHHS)

John Fiore (MRS)
Lisa Godfrey (PS)*
Randall Hazelbaker (PS)
Kris Jenkins (Educ)*
Colleen Knight (CBO)*

Matt Lynn, alternate for
Michell Davis (CBO)
David Maurer (PS)*
Julie Rogers (PS)*
*Exec Committee

WDB Members Absent:

Omar Alston/Lisa Johansen (DOC)
Morris Applebey (Labor)*
John Banks (PS)
Sheila Beaty, alternate for
Karen Doubleday (DHHS)
Jill Bland (EconDev)
Jamie Bos (PS)
Paul David (PS)*
Michelle Davis (CBO)

Dan Dunn (PS)
Sarah Frink (PS)
Derek King, alternate
for Bearman (PS)
Shelley Klug (PS)*
Jill Murphy, alternate
for Fiore (MRS)
Mark O’Connell/alternate
Joe Lopez (Educ)

Jan Opalewski (PS)
Windy Rea (Job Corps)
David Sutherland (PS)
Frank Tecumseh (PS)
Roger Tuinier (alternate
for Rogers)
Patty Vanaman (WDA)
Ken Willcutt/alternate Kathi
Cain-Babbitt (Labor)

Other individuals in attendance at the meeting included:

Michigan Works! / Upjohn Institute Staff:

Jakki Bungart-Bibb
Ben Damerow

Ashley Iovieno
Amy Meyers

Kathy Olsen
Kara Stewart

Michigan Works! Services / Program Staff Present:

Cheryl Beard (WEUI-PATH)
Karen Carlisle (YOU/KRESA)
Sam Dougherty (HRDI)

Curt Mastos (HRDI)
Dallas Oberlee (WEUI-PATH)
Will Slone (M-HRDI)

Eric Stewart (YOU/KRESA)
Mike Tighe (WEUI-ERN)

Other Guests in Attendance

Harry Bonner (Albion)
Shabaka Gibson (BCU)

Ben Korman (BCBSM)
Don Reid

Cayden Sparks (Coldwater
Area Chamber)

PROGRAM: Addressing the Opioid Epidemic

Ben Korman, Pharm. D. at Blue Cross Blue Shield of Michigan distributed copies of his PowerPoint presentation: The Opioid Crisis. The presentation covered basic information regarding opioids, the opioid crisis, opioid legislation and a strategy to address the crisis. One of the many strategies included adding information regarding opioids to the drug education curriculum in the schools. The presentation generated much discussion and the sharing of additional information from members. Mike Bearman announced that in addition to the annual “Medication Take Back Events,” many communities such as Albion have “Take Back Boxes” located within the

community, often at a pharmacy or a police station. Mr. Korman reported that information regarding specific locations can be found at [DEA Diversion Control Division](#) and at [Michigan-OPEN](#). Mr. Bearman also announced that the Substance Abuse Prevention Services & Coalition in Albion will be holding a seminar and classes on Naloxine, on May 16, 2018; the medication is designed to rapidly reverse an opioid overdose. Julie Rogers recommended a book about America's opiate epidemic titled "Dreamland." Rick Anderson recommended the book "American Pain" by John Tempe and reported the book was selected for a recent "St. Joseph County community read." He added that the American Red Cross also offers an eight-hour Naloxine Training class.

Ben Damerow reported about a Brookings Institute study that shows county level data with areas of high opioid prescription rates and a large decline in the labor force participation rate. The Department of Labor is releasing funding and encouraging States to create partnerships to find local solutions to the opioid crisis. The Talent Investment Agency will be partnering with the Department of Health and Human Services (DHHS) and MISHDA for this purpose.

CALL TO ORDER

After the presentation, Chair Lisa Godfrey called the business portion of the meeting to order at 8:49 a.m.

APPROVAL OF MINUTES (Exhibit A)

Motion made by Mike Bearman and supported by John Fiore to approve the Workforce Development Board Executive Committee meeting minutes of April 13, 2018. Motion carried.

CITIZENS' TIME

No comments.

COMMITTEE REPORTS

Monitoring and Evaluation Committee – Mike Bearman reported the Monitoring and Evaluation Committee reviewed the Partnership Accountability Training Hope (PATH) Program and services. The review included interviews with current participants. The first participant who met with the committee reported she appreciated the fact that staff held her accountable. She also noted learning what 'business attire' meant was valuable for someone who was not familiar with today's world of work and suggested that this would be a good topic to offer as a workshop. This individual had earned the Guest Services Gold certification; however, her longer-term goal was to obtain training to be a Medical Assistant. The other interview was with a husband/wife team who were both working towards multiple certifications that will help them to start their own business. Their goal was to open a restaurant in the Battle Creek area. Colleen Knight reported the couple interviewed had some great experience working in other restaurants that will be helpful as they move forward with their plans. The participants also spoke about inviting Michigan Works! staff and Board members to their ribbon cutting, when they do open their restaurant. Jakki Bungart-Bibb reported the staff review of the PATH program and services included monitoring 53 files. The file review was very positive with only a few minor errors. Recommendations for continuous improvement included enhancing case notes and the Individual Service Strategy (ISS). The monitoring meeting also included a presentation by the staff that included the sharing of information pertaining to new initiatives such as goal oriented case management and family centered coaching.

Veterans Committee – Kathy Olsen reported the Veterans Community Action Team (VCAT) Employment Committee postponed the recruitment event they are planning to hold on a military base until fall. They plan to host some networking events for veterans during the summer months. The VCAT Education Committee has postponed their Education Webinar and a new date has not been confirmed.

NEW BUSINESS

Request for Proposal RFP Recommendation – Colleen Knight reported two Requests for Proposals (RFPs) were announced the first week of April. One for the Workforce Innovation and Opportunity Act (WIOA) Youth Services and the other for WIOA Adult and Dislocated Worker Services. Both RFPs were posted on the Michigan Works!

Southwest website along with being mailed and emailed to a list of community partners; 86 for the Youth RFP and 47 for the Adult and Dislocated Worker RFP. Responses were due on May 3, 2018. One proposal was received in response to the Youth RFP and one was received in response to the Adult and Dislocated Worker RFP. Both RFP responses were from incumbent bidders. The proposals were reviewed by staff and Board members. The staff committee included representation from both finance and operations. The Board Committee met earlier this week to review the submitted proposals.

Based on the proposal received in response to the Youth RFP, the committee agreed to award a sub-award agreement to Youth Opportunities Unlimited, a division of KRESA for WIOA Youth Services. The Committee has also requested that KRESA/YOU provide additional clarification in some areas, including partnerships/collaborations for creating and expanding services to youth.

Based on the proposal received in response to the Adult and Dislocated Worker RFP, the committee agreed to award a sub-award agreement to Michigan HRDI. The Committee also requested that HRDI provide additional clarification in some areas, including partnerships/collaborations and follow up services.

Colleen Knight also reported there are unique barriers in each county and it is part of the Board members' responsibility to help connect, support and strengthen programs and services. The RFP committee also made recommendations to further streamline the process that will hopefully generate richer narrative pertaining to outreach and services specific to each county.

STAFF REPORTS

Marketing (Exhibits B1-B3) – Kathy Olsen reported the Marketing Report (Exhibit B1) included in the agenda packet is a list of upcoming events for businesses, job seekers and the public. She highlighted the Spring Hiring Blitz held in Coldwater on May 9, 2018 (Exhibit B2); the upcoming Albion Job Fair scheduled for May 15, 2018; and the Media Release regarding the elimination of qualifying Driver Responsibility Fees (Exhibit B3). Ms. Olsen thanked Board members Matt Lynn and Julie Rogers for their support for the viewing of the 13th documentary that was made available to Board members on Friday, May 4, 2018. Ben Damerow also thanked Matt Lynn and Dallas Oberlee for leading the discussions that followed the viewing at each of the locations. Julie Rogers reminded members the 13th documentary is available on Netflix. Kris Jenkins stated that the documentary was very impactful and reported one of her relatives who is a student at the University of Michigan, watched the documentary in their sociology class.

Program Operations / Special Initiatives –

Workforce Innovation Fund (WIF) - Dallas Oberlee reported the Workforce Innovation Fund (WIF) grant is nearing the end of the implementation phase which is September 30, 2018. A request was submitted to the Department of Labor to extend the implementation to March 31, 2019 and staff are waiting for DOL authorization for this request. A workshop will be held for Employer Resource Network (ERN) employers on May 17, 2018 on the topic of designing and implementing career ladder/pathways within their organizations. The next step will be to provide tools for career ladder/pathways coaching. She introduced Mike Tighe, who was recently hired as the ERN Success Coach for Branch County.

Families Forward Demonstration Project – Dallas Oberlee reported the Families Forward Demonstration Project began in April in Calhoun County. The project is a partnership with MDRC, the Department of Health and Human Services (DHHS) and the Office of Child Support (OCS). The research pilot is set to serve adults between the ages of 18 and 64 with open child support cases and will place them in either Welding or Machine Maintenance training. Staff will be coordinating with Kellogg Community College (KCC) RMTTC for the training and placements. Jackson County is also receiving funding for this research pilot and they will be offering Production Technician training at a location in that county. Individuals who are referred are free to choose from the training programs offered. To date, six individuals are enrolled in a training program at KCC.

Time Limited Food Assistance (TLFA) – Dallas Oberlee reported the Food Assistance Employment and Training (FAE&T) Program is changing to a Time Limited Food Assistance (TLFA) Program. She explained that TLFA is for individuals between the ages of 18-49 with no dependents. Participation in a workforce program is required to continue receiving benefits. The change went into effect for Kalamazoo County on January 1, 2018 and it is expected to rollout in Branch, Calhoun and St. Joseph Counties on July 1, 2018.

Maintenance Roadway Technician Registered Apprenticeship – Dallas Oberlee reported a new apprenticeship for a Maintenance Roadway Technician was adopted by the Kalamazoo County Road Commission. It is the first of its kind in the State and other counties have expressed interest in learning more about this apprenticeship training. Sam Dougherty from Michigan Works! Southwest / M-HRDI will be presenting on the apprenticeship at the Road Commission's State Convention next week.

Career Pathways - Ben Damerow reported staff are partnering with the Kalamazoo Promise Scholarship and the Battle Creek Legacy Scholarship to introduce additional career pathway options for training funded by these scholarships. Mike Bearman suggested that staff also reach out to the Albion Fellows Scholarship.

Business Services and Skilled Trades Training Fund (STTF) Update - Ashley Iovieno reported Business Services staff have been very busy providing support for multiple large hiring events. The BC Vision Prep Fairs concluded with a Job Fair on May 3, 2018 at the Kool Family Center in Battle Creek. The annual Hiring Blitz was held earlier this week in Coldwater and the event was attended by 210 students and 62 adults. The Hiring Blitz is a partnership with the Branch Area Career Center (BACC), the Coldwater Area Chamber of Commerce and Kellogg Community College (KCC). The upcoming Albion events are in partnership with Albion Economic Development, the Albion Chamber of Commerce, KCC East campus and Albion College.

Kara Stewart reported the *Skilled Trades Training Fund (STTF)* grant application submitted by Eimo Technologies was pulled from the queue and awarded funding. Business Services staff recently had the opportunity to attend the *MiCareerQuest* event in Grand Rapids to look for potential new ideas that could be implemented locally. The next *MiCareerQuest* Southwest event is scheduled for November 13-14, 2018 at the Kalamazoo Expo Center. Companies and individuals interested in participating or volunteering should contact either Ashley Iovieno or Kara Stewart.

Labor Market Information (LMI) (Exhibit C) – The website link to the labor market reports generated from Burning Glass Analytics and Real Time Jobs Data that identified the 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 MW Southwest Area for the period March 1 through April 30, 2018 were included in the agenda packet (Exhibit C).

Dashboard Report (Exhibit D) – Jakki Bungart-Bibb reported page one of the Dashboard Report (Exhibit D) highlights labor participation data for the four-county area on the left side and in-demand job postings for Prosperity Region 8 on the right side. She highlighted education requirements for the job openings as well as the top occupations advertised online. Page two of the dashboard included data pertaining to activities at Michigan Works! Southwest service centers. This included serving 117,650 visitors to the service center for the Program Year July 1, 2017 to April 30, 2018 and helping 909 employers fill 2,522 jobs for the same period. Page two also included data pertaining to the Skilled Trades Training Fund (STTF) grants, WIOA registrations and the Employer Resource Network (ERN). The data on page three of the dashboard represents programs that operate on the October 1 through September 30 Fiscal Year. The PATH Work Participation Rate (WPR) was reported to be at 60.8%, well above the State goal of 50%. The local AEP/PATH Employment Rate was reported to be 51.8% and the local average wage increased to \$10.71. Page four of the Dashboard includes information pertaining to the Apprenticeships reported on by staff as well as metrics for the Career and Educational Advisory Council (CEAC). Social media and website metrics requested at last month's meeting were added to this page of the report.

Director's Report – Ben Damerow distributed a copy of the Director's Report dated May 11, 2018.

Workforce Innovation and Opportunity Act (WIOA) - He reported the State of Michigan Talent Investment Agency released Workforce Innovation and Opportunity Act (WIOA) planning estimates to local Michigan Works! agencies for fiscal year 2018. Draft allocations for Michigan Works! Southwest were as follows: Youth \$1,024,028 (9.53% increase); Adult \$832,419 (8.86% increase); and Dislocated Worker \$858,947 (a decrease of 3.02%). Overall, the WIOA draft allocation total of \$2,715,394 for Michigan Works! Southwest is a 5.04% increase and he reported this is the first time in several years that there has been an increase in WIA/WIOA funding.

Marshall Plan for Talent - On February 22, 2018, Governor Snyder announced the Marshall Plan for Talent to make changes to the way the state prepares students for careers and to address talent gaps in key industries. The plan calls for investing \$100 million in new funding dedicated to innovative programs, including competency-based certification, assistance for schools to improve curricula and classroom equipment, scholarships and stipends, and support for career navigators and teachers. The funding has not yet been approved in the State budget; however, approval is expected. Workforce Development Directors, Board Chairs and Vice Chairs are invited to the Governor's Talent Investment Board (GTIB) meeting scheduled for Monday, May 14, 2018 to learn more about the Marshall Plan application process.

Medicaid Work Requirements - On January 11, 2018, the Centers for Medicare and Medicaid Services (CMS) issued a State Medicaid Director Letter providing new guidance for waiver proposals that would impose work requirements (referred to a community engagement) in Medicaid as a condition of eligibility. The guidance describes the potential scope of requirements that could be approved and presents the case for how these policies promote the objectives of the Medicaid program. This action reverses previous Democratic and Republican Administrations, which had not approved such waiver requests on the basis that such provisions would not further the program's purpose of promoting health coverage and access. So far, the Medicaid Work Requirements have passed the House and Senate subcommittees. Kentucky, Indiana and Arkansas have been approved for the waivers. Michigan will most likely be seeking the waiver to introduce work requirements by the end of the year. In Michigan there are approximately 700,000 residents with significant barriers to employment who are enrolled in Medicaid. The federal government will not be providing resources to support this work requirement legislation.

Driver Responsibility Fees – On March 1, 2018, Governor Snyder signed a law to forgive any “driver responsibility fees” debts on October 1, 2018 and it allows affected motorists to reinstate their license for free through the end of 2018. The law could provide relief for more than 300,000 drivers who owed a combined \$637 million in outstanding fees as of August, much of which the state never expected to collect. To eliminate the fees prior to October 1, 2018, individuals may participate in a Workforce Training Program as an alternative to paying fees and may be eligible to have their driver's license reinstated once they complete the Workforce Training Program. Mr. Damerow thanked Karen Carlisle for her leadership on the State Committee to develop the Workforce Training Program requirements.

Fiscal Year (FY) 19 Appropriations – Approval of FY19 federal appropriations is not expected until after the November elections and a Continuing Resolution is expected for funding through December 2018.

Temporary Assistance to Needy Families (TANF) - The Temporary Assistance to Needy Families (TANF) federal legislation expires September 30, 2018. The House released draft legislation on Tuesday that would allow States to transfer 50% of the block grant to WIOA. Currently GED preparation is a non-core activity and in the proposed legislation this was changed to a core activity.

Farm Bill – The House proposed a new farm bill which includes the Supplemental Nutritional Assistance Program (SNAP)/food assistance program. Additional work requirements were proposed with the food assistance program but funding was increased to \$1 billion a year compared to the \$90 million the program was most recently allocated.

Skilled Trades Training Fund (STTF) – Legislation to solidify the Skilled Trades Training Fund (STTF) with a new name, the Going Pro Talent Fund Program, passed the Senate and is moving to the House.

Offender Success – Ben Damerow reported Michigan Works! Southwest has notified Kinexus that Michigan Works! Southwest will no longer provide Offender Success employment services in the Michigan Works! Southwest service area after May 25, 2018. He explained that over the years, the program has undergone significant changes and the current program design is far different than the original design.

Michigan Works! Southwest Staff Update – Ben Damerow announced Amy Meyers has been named Deputy Director of Administration and Jakki Bungart-Bibb has been named Deputy Director of Operations.

OLD BUSINESS

None.

CITIZENS' TIME

Karen Carlisle reported last month she announced she would be retiring in October and was pleased to announce that next week a recommendation will be made to the KRESA Board to appoint Eric Stewart as the Director of Youth Opportunities Unlimited. (Y.O.U.).

Harry Bonner reported the Opioid presentation provided at today's meeting was excellent and he requested a copy of the information presented.

Karen Carlisle will be hosting a discussion on Apprenticeship Training at the Southwest Michigan Catalyst Center next week. Please let her know if you plan to attend and have not yet submitted your RSVP.

MEMBERS' TIME

Dave Maurer reported the Manufacturers Consortium learned about the Benteler Apprenticeship Training Program in South Carolina and he found it to be an impressive model. The company reported they spent significant time searching for a training program like the German apprenticeship model. They determined that culturally, it would be difficult to implement the German model in the U.S. However, the MAT²® training program at Kalamazoo Valley Community College (KVCC) was found to be similar and Benteler is committed to bringing 70 out-of-state students to KVCC for this training. He further reported, the MAT²® Training Program has struggled in the past without an employer champion and Benteler's commitment to training will be key to its success.

Dave Maurer also reported South Carolina is committed to developing its workforce through tech centers and for every two public schools in South Carolina, one tech center is required. In Michigan, the current ratio of public schools to tech centers is 25 to 1; and in Kalamazoo County there is no tech center for 11 high schools. He reported 100 Mechatronics students graduate every year within 15 miles of the Benteler plant in that state.

Dave Maurer announced the annual STEM Showcase for Kalamazoo is being held during the lunch hour today at Kalamazoo Valley Community College and he encouraged members to attend.

Mike Bearman announced Kellogg Community College and Marshall Schools will be graduating their first class of students from the five-year high school. These students will be graduating with a high school degree and an Associate's degree.

Colleen Knight reported staff working on the Childcare Initiative in Branch County met with the County Commissioners to present their plan and received good feedback. A presentation was made to the Coldwater Exchange Club and the project is gaining community support. She thanked County Commissioners for their support.

Colleen Knight reported the Generation E Showcase held this past week in Battle Creek was an outstanding event highlighting youth entrepreneurs. She encouraged members to attend future Generation E events.

Ben Damerow congratulated Eric Stewart on his new role with Youth Opportunities Unlimited/KRESA. He stated that he has found Eric to be an innovative leader and is excited to continue the partnership with YOU/KRESA.

UPCOMING MEETINGS

Future meetings were highlighted.

The next meeting of the **full Workforce Development Board** is scheduled for Friday, September 14, 2018 from 8:00 – 9:30 a.m. at Glen Oaks Community College, 62249 Shimmel Rd, Centreville, Michigan.

The next **Executive Committee** is scheduled for Friday, June 8, 2018 from 8:00 a.m. – 9:30 a.m. at the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, Michigan.

The next **Monitoring and Evaluation Committee** is scheduled for Wednesday, June 13, 2018 from 8:00 a.m. – 9:30 a.m. at the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, Michigan.

The next **Disability Awareness Resource Team (DART)** meeting is scheduled for Tuesday, August 14, 2018 from 2:00 - 4:00 p.m. at the Upjohn Institute, 300 S. Westnedge Avenue, Kalamazoo, Michigan.

The next **Career Educational Advisory Committee (CEAC)** meeting is scheduled for Thursday, September 20, 2018 from 1:30 – 3:30 p.m. at Kalamazoo Regional Educational Service Agency (KRESA), 1819 E. Milham Rd, Kalamazoo, Michigan.

Veterans Committee

The next VCAT Region 8 quarterly meeting is July 24, 2018 at 10:00 a.m. at a location TBD; the VCAT Employment Subcommittee is May 15, 2018 at 9:00 a.m. at the Upjohn Institute; and the VCAT Education Committee is scheduled for May 24, 2018 at 10:00 a.m. at a location TBD.

ADJOURNMENT

There being no other business, the meeting was adjourned at 9:36 a.m.

Kathy Olsen

Date

Lisa A. Godfrey, Chair

Date