

## Workforce Development Board Meeting Minutes – May 10, 2019

**CALL TO ORDER** - Workforce Development Board Chair, Randall Hazelbaker, called the meeting to order at 8:05 a.m. at Branch Area Career Center, 366 Morse Street, Coldwater, MI 49036.

**INTRODUCTIONS** – Chair Randall Hazelbaker welcomed everyone in attendance and requested that each person introduce themselves.

### WDB Members Present:

Richard Anderson (Labor)  
Morris Applebey (Labor)\*  
Allen Balog (PS)  
Kathi Cain-Babbitt, alternate  
for Willcutt (Labor)

Dan Dunn (PS)  
John Fiore (MRS)  
Randall Hazelbaker (PS)\*  
Kris Jenkins (Educ)\*

Cathy Knapp, alternate for Bland  
(EconDev)  
David Maurer (PS)\*  
David Sutherland (PS)  
Eva Tobolic (PS)  
\*Exec Committee

### WDB Members Absent:

John Banks (PS)  
Trevor Bidelman (Labor)  
Jamie Bos (PS)  
Paul David (PS)\*  
Karen Doubleday (DHHS)  
Jessica Eyster (PS)

Lisa Godfrey (PS)\*  
Lisa Johansen (DOC)  
Derek King (PS)  
Colleen Knight (CBO)\*  
Matt Lynn (CBO)  
Mark O'Connell (Educ)

Windy Rea (Job Corps)  
Cayden Sparks (PS)  
Frank Tecumseh (PS)  
Roger Tuinier (PS)  
Patty Vanaman (WDA)

Other individuals in attendance at the meeting included:

### Michigan Works! / Upjohn Institute Staff:

Jakki Bungart-Bibb  
Ben Damerow

Ashley Iovieno  
Amy Meyers

Kathy Olsen  
Sarah Pohl

### Michigan Works! Services / Program Staff Present:

Kelli Adams (WEUI-ERN)  
Cheryl Beard (WEUI-PATH)  
Curt Mastos (HRDI)

Dallas Oberlee (WEUI-PATH)  
Peter Sanchez (WEUI-ERN)  
Eric Stewart (YOU/KRESA)

Amanda Sutherland (YOU/KRESA)

### Other Guests in Attendance

Don Reed (Media)  
Marcie Stowell (Brembo)

## TRANSPARENCY AND INTEGRITY OF WDB DECISIONS

**Conflict of Interest and Disclosure** – Sarah Pohl asked members present if there were any items on the agenda requiring a vote 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.

## STAFF REPORTS

**Marketing (Exhibit C)** – Kathy Olsen reported the Marketing Report (Exhibit C), included in the agenda packet, provides a list of upcoming events for businesses, job seekers and the public. She highlighted the upcoming Career Fair and Amnesty event listed on page 3 of the report and referred members to page 4 of the Dashboard Report (*Exhibit H*) where they could find additional information about the event, as well as information about the Vision for Prosperity Apprenticeship Readiness Training program.

**Business Services, Going PRO Talent Fund, LMI Update (Exhibit D)** – Ashley Iovieno reported the fourth Industry-Led Collaborative (ILC) within the Michigan Works! Southwest area has been awarded through the Going PRO Talent Fund. The consortium, comprised of six companies from across Branch, Calhoun and Kalamazoo Counties, was awarded \$48,000 to train 88 employees. The total number of Going PRO Talent Grants awarded to companies in the Michigan Works! Southwest area now totals 54.

Ms. Iovieno also reported the Branch County Spring Hiring Blitz occurred on May 8, 2019. Thirty-nine (39) employers participated in the event, which targeted high school seniors as well as the local community. Partners of the event included Michigan Works! Southwest, Kellogg Community College, the Branch Area Career Center, and the Coldwater Area Chamber of Commerce.

A job fair will be taking place in Albion on May 15, 2019 at the Marshall Opportunity High School. Approximately 40 employers will be on-site for the event and partners include Michigan Works! Southwest, Albion Economic Development Corporation, Marshall Opportunity High School, the Albion Public Library and Albion College.

Also included in the agenda packet was 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, 2019 – April 30, 2019 (Exhibit D).

**Dashboard Report (Exhibit E)** – Jakki Bungart-Bibb reported page one of the Dashboard Report (Exhibit E) provides a comparison of labor participation from March 2018 to March 2019 for all four counties within the Michigan Works! Southwest area. The jobless rate has increased slightly in three of the four counties with a local average of approximately 4%, compared to 3.8% reported nationally. Real time labor demand information for top employers, as well as job categories and occupations advertised online, were also reported on page one. Top job categories remain similar to previous months, with a slight change in the order of those reported.

Ms. Bungart-Bibb directed members to the second page of the Dashboard with highlights including an increase of visitors to the Service Centers, with 11,060 visitors in April 2019. The second page also reported assistance was provided to 881 employers in filling 1,598 jobs year-to-date.

Page three of the Dashboard included data specific to the Partnership.Accountability.Training.Hope. (PATH) program. The average wage and employment rate both reported a slight decrease from last month, while the work participation rate increased to 72.9%, which was reported to be well above the state goal of 50%.

The final page of the Dashboard highlighted the 2<sup>nd</sup> Annual Career Fair & Amnesty Day event happening on May 17, 2019 at Bronson Park and First Congregational Church in downtown Kalamazoo. The event provides the opportunity for individuals to address outstanding, lower-level, nonviolent misdemeanors on site. Information on the Vision for Prosperity Apprenticeship Readiness Training Program was also provided on the last page of the Dashboard. On May 2, 2019, sixteen (16) individuals graduated from the nine week program, which started in March. Employers were on site at the graduation to recruit the recent graduates.

**Director’s Report** – Ben Damerow distributed a copy of the Director’s Report dated May 10, 2019. Mr. Damerow stated he had missed the previous Michigan Works! Southwest Workforce Development Board meeting in April due to being in Boston to participate on a panel to present information regarding the Upjohn Institute’s Predictive Analytics Research Project.

*FY19 WIOA Funding Levels* – Mr. Damerow reported a chart detailing fiscal year 2019 WIOA and Employment Services draft allotments for the Michigan Works! Southwest area was included in the Director’s report. A total increase of \$396,274 was reported for the fiscal year starting July 1, 2019 in all four counties.

*FY20 WIOA Funding Levels* – Mr. Damerow reported on May 1, 2019 the House Appropriation’s Subcommittee for Labor, Health and Human Services and Education released their FY20 bill, which included substantial investments in workforce and WIOA programs. He further reported that this could be the first time in many years that WIOA appropriated funding would be at the authorized levels. Broader budget/spending cap negotiations have yet to occur and will likely result in a continuous resolution going into next year.

*Michigan Opportunity Scholarships and MI Reconnect* - The House and Senate introduced bills to create the Michigan Opportunity Scholarship and Michigan Reconnect programs on April 16, 2019. Beginning with graduating high school seniors in the class of 2020, the Opportunity Scholarship would provide three years or 60 credit hours of tuition to those enrolling in a community college, or a two-year \$2,500 scholarship to those enrolling in a four-year college or university. The Michigan Reconnect Program is intended to engage nontraditional students, those 25 years and older without an associate’s or bachelor’s degree, in community college or technical training. The Reconnect Program would benefit an estimated 51,000 students at a cost of \$110 million over two years. The program is based on a similar program offered in Tennessee, and projections on participation and cost are being estimated by the Upjohn Institute. The Tennessee model reported the program did increase nontraditional students enrolling in community college or technical training programs, however many did not report completing those programs. The Michigan Talent Investment Agency (TIA) is planning to create subcommittees for the Reconnect Program, and Michigan Works! will likely be involved in the development.

*Building Shared Prosperity* - As reported at the Executive Committee meeting in April, the Upjohn Institute recently published the report Building Shared Prosperity: How Communities Can Create Good Jobs for all. The report outlined strategies that small and medium-sized cities, along with rural areas, can follow to create jobs for their residents. Chapter three of the report focuses on workforce development innovations implemented by Michigan Works! Southwest, including the Employer Resources Networks and the Neighborhood Employment Hubs. The report has generated national attention, including an article in the Employment & Training Reporter. Copies of the report were available at the meeting for those interested in learning more.

#### **APPROVAL OF MINUTES (Exhibit A)**

**Motion made by Morris Applebey and supported by John Fiore to approve the Workforce Development Board Executive Committee meeting minutes of April 12, 2019. Motion carried.**

#### **CITIZENS’ TIME**

No comments.

#### **COMMITTEE REPORTS**

**Veterans Community Action Team (VCAT)** – Kathy Olsen reported the Veterans Community Action Team (VCAT) Education and Employment Subcommittees are planning an Employer Summit for the fall. More information will be provided as it becomes available.

#### **NEW BUSINESS**

**FY19 Families Forward Demonstration (FFD) Pilot Project (Exhibit B)** – Amy Meyers requested board consideration and approval of the Fiscal Year 2019 Families Forward Demonstration (FFD) Pilot Project plan. Ms. Meyers reported Michigan Works! Southwest received an allocation of \$311,706 to offer 50 non-custodial parents in Calhoun County occupational skills training to assist in their gaining and retaining employment. This is the second year that funding has been received for the FFD program, and the allocation is almost identical to the previous year’s, with a decrease of one dollar. Michigan Works! Southwest has partnered with Kellogg Community College to provide FFD participants assistance with job development, placement and retention services; as well as sector-focused employment training in areas of Welding, Certified Nursing Assistant (CNA), and Industry Machine Maintenance. Support services are also available to assist participants. Members discussed the use of last year’s funding, the low referral rates seen in this program, as well as similar programs in the area.

**CY19 Reemployment Services & Eligibility Assessment (RESEA) Program (*Exhibit F*)** – Amy Meyers requested board consideration and approval of the Reemployment Services & Eligibility Assessment (RESEA) Program plan for Calendar Year (CY) 2019. Ms. Meyers reported Michigan Works! Southwest received an allocation totaling \$110,326, which was an increase from the 2018 allocation of \$88,166. As this program has permanently replaced the mandatory Profiling Program, only individuals referred from the Unemployment Insurance Agency (UIA) may receive services through the RESEA program. The goal of RESEA is to provide customized services to claimants deemed most likely to exhaust their UI benefits through a proactive approach of early intervention, resulting in returning the unemployed back to work sooner. The seven required services of the program were listed on the plan document (*Exhibit F*), some of the services include an orientation to Michigan Works! services, development of an individual service strategy (ISS) and reemployment services.

**Motion made by David Maurer and supported by Dan Dunn to approve the FY19 Families Forward Demonstration (FFD) Pilot Project and CY19 Reemployment Services & Eligibility Assessment (RESEA) Program plans. Motion carried.**

**PROGRAM: Southwest Michigan Employer Resources Network**

Kelli Adams and Peter Sanchez of the Southwest Michigan Employer Resource Network (SWMERN), presented an overview of the Employer Resource Network (ERN) model, and how it has been adapted locally to form the SWMERN. Locally, the SWMERN has been in existence since 2012, with the W.E. Upjohn Institute recently becoming the local Administrator as of October 1, 2018. Currently there are a total of twenty-four (24) local employers participating in the SWMERN, with four Success Coaches divided between the sites. Success Coaches are available on-site at the member companies for a specified number of hours every week to assist employees in addressing issues causing “workplace instability”. Common indicators that may result in an employee being referred to a Success Coach include habitual tardiness or absences, requests for a loan from a 401K, or an individual seeking assistance from Human Resources for issues that are not work related, such as those pertaining to housing, transportation or childcare. A handout describing the ERN Model and the key principles of the model, was distributed at the meeting.

They further reported that businesses participating in the SWMERN vary in size; however, are primarily mid to large, and encompass many industries, including healthcare, manufacturing and hospitality. Employees served through the program are typically low-wage, under-resourced individuals, but all employees of a member company are eligible to receive services through the Success Coach. The Employer Resource Networks (ERNs) rely heavily on community partners in order to provide effective referrals to address the issues reported by individuals. In 2016, Michigan ERNs averaged 98% retention and 350% return on investment.

A video highlighting the program, including interviews with Success Coaches, Human Resources representatives from member companies, and individuals who had received services through the SWMERN, was shown. A recent success story, in which an employee who was referred to a Success Coach to address her homelessness, was also reported. The individual was able to secure an apartment, and then, over time, a loan to purchase a home for herself and her daughter with the assistance provided by the SWMERN Success Coaches.

**OLD BUSINESS**

None.

**CITIZENS' TIME**

None.

**MEMBERS' TIME**

Richard Anderson inquired about possible changes affecting Michigan Works! due to the change in Governor. Ben Damerow reported Governor Whitmer did not recommend funding for the Prosperity Regions, but there would likely be no changes seen at the local level. At the State level, there may be reorganization involving Talent and

Economic Development (TED), the Talent Investment Agency (TIA) and the Workforce Development Agency (WDA).

Kris Jenkins welcomed members to the Branch Area Career Center. An overview of the campus and vast array of services available was provided. Ms. Jenkins went on to report State budget negotiations are still ongoing for education funding and it is possible schools may not know at what level they will be funded until September 30, 2019, well after the start of the school year. She also reported there is talk that funding levels, once decided, may be at a significant decrease from the past year.

### **CITIZENS' TIME**

Eric Stewart reported a redesign for Career and Technical Education (CTE) in Kalamazoo County is underway. A community forum was held on May 1, 2019 and a plan was released which included a new centralized model with more intentional training opportunities. More information will be shared with the Workforce Development Board as it becomes available. He reported WDB member, Dave Maurer, has been involved in part of the planning and thanked him for his participation. Ben Damerow also extended a thank you to Mr. Maurer.

### **UPCOMING MEETINGS**

Future meetings were highlighted.

The next meeting of the **Full Workforce Development Board** is scheduled for Friday, September 13, 2019 from 8:00 – 9:30 a.m. at Glen Oaks Community College, Business Development Center, 62249 Shimmel Road, Centreville, MI.

The next **Executive Committee** is scheduled for Friday, June 14, 2019 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, May 22, 2019 from 8:00 a.m. – 9:30 a.m. at Michigan Works! Southwest Service Center, 1601 S. Burdick Street, Kalamazoo, MI.

The next **Disability Awareness Resource Team (DART)** meeting is scheduled for Tuesday, June 18, 2019 from 2:00 - 4:00 p.m. at the Upjohn Institute, 300 S. Westnedge Avenue, Kalamazoo, Michigan. [This is a change from the original date of June 11, 2018]

The next **Career Educational Advisory Council (CEAC)** meeting is scheduled for Monday, September 16, 2019 from 1:00 – 3:00 p.m. at Kalamazoo Regional Educational Service Agency (KRESA), 1819 E. Milham Rd, Kalamazoo, Michigan. If a May meeting is required to address business, one will be scheduled.

### **Veterans Committee**

The next VCAT Region 8 quarterly meeting is July 23, 2019 at 10 a.m. at time and location TBD;  
The VCAT Employment Subcommittee meeting is scheduled for May 15, 2019 at 9:00 a.m. at the Upjohn Institute;  
The VCAT Education Committee is scheduled for May 23, 2019 at 11:00 a.m. at the Upjohn Institute.

### **ADJOURNMENT**

There being no other business, the meeting was adjourned at 8:51 a.m.

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Kathy Olsen

Date

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Randall Hazelbaker, Chair

Date