

**Workforce Development Board
 Meeting Minutes
 November 17, 2022**

CALL TO ORDER: Workforce Development Board Chair, Lisa Godfrey, called the meeting to order at 9:01 a.m. at Duncan Aviation, 15745 S. Airport Road, Battle Creek, Michigan 49015.

Individuals attending in-person and virtually, introduced themselves.

WDB Members Present:

Morris Applebey (Labor)	Derek King (PS)	David Sutherland (PS)
Kathi Cain-Babbitt [∇] , alt for Willcutt (Labor)	Jackie Murray (PS)* [∇]	Frank Tecumseh (PS)*
Jill Bland (Econ Dev)	Brian O'Donnell (PS)	Elizabeth Van Dussen (PS)
Lisa Godfrey (PS)*	Jose Orozco (CBO)	Dr. Paul Watson (Educ)
Randall Hazelbaker (PS)* [∇]	Mike Quinn (PS)	* Exec Committee
Kris Jenkins (Educ)* [∇]	Sabrina Radenovic (PS) [∇]	[∇] Attended Virtually
	Charles Rose, alternate (CBO)	

WDB Members Absent

Karen Doubleday (DHHS)	Lisa Johansen (DOC)	Ken Willcutt (Labor)
Jessica Eyster (PS)	Dave Maurer (PS)*	* Exec Committee
John Fiore/Rebecca Hill (MRS)	Karla Meeks (PS)	
Jared Hoffmaster (PS)	Windy Rea (Job Corps)	

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

Jakki Bungart- Bibb	Jennifer Klempnow	Shelby Springett [∇]
Mike Horrigan	Amy Meyers	
Ashley Iovieno	Kathy Olsen	

Michigan Works! Services / Program Staff Present:

Paige Daniels (YOU/KRESA) [∇]	Sarah Mansberger (YOU/KRESA) [∇]	Mark Waurio (PATH/WEUI) [∇]
Sam Dougherty (WDI)	Dawon Sharp (YOU/KRESA) [∇]	
Debbie Horn (PATH/WEUI) [∇]	Amanda Sutherland (YOU/KRESA) [∇]	

Guests Present:

Dan Dunn	Andy Richards (Duncan)	Kristine Stevens (GOCC)
Nilan Par, WMU intern at Voces	Rep. Julie Rogers [∇]	

AWARDS

Shining Star Awards

Jakki Bungart-Bibb recognized two staff for the Shining Star Award for the months of September and October. She noted that the Shining Star Award recognizes the hard-working employees within the Michigan Works! Southwest network working the frontline and serving the communities. The staff receiving the award are champions of workforce development and are key in aiding in the success of programs, customers, and the communities. The September Shining Star was presented to Dawon Sharp who serves as a career coach for Employment Services. He was recognized for his outstanding customer service skills, as well as his compassion, collaboration, respect, and trustworthiness. Mr. Sharp was also recognized as being a team player and leader, and his coworkers stated that there is nothing he cannot do! The October Shining Star award was presented to Debbie Horn. Ms. Bibb reported that Ms. Horn is a career coach for the PATH program. She was recognized for her dependability, enthusiasm, and genuine concern for others. She was also

recognized for her high level of commitment to participant success, consistency, and follow-through. Her positive attitude and strong work ethic are shining examples for other Michigan Works! Southwest staff.

WDB Member Recognition

Jakki Bungart-Bibb also recognized Dan Dunn, a recently retired Workforce Development Board (WDB) member. In highlighting Mr. Dunn's service on the WDB, she reported he was appointed to the Board in June 2017 where he began his service by serving on the Monitoring Committee, and in July of 2020, he became co-chair of that committee. Mr. Dunn also served as a private sector representative on the WDB Disability Awareness Resource Team (DART). On October 9, 2020, he was elected as vice chair of the WDB and on January 21, 2021, he was appointed to represent Michigan Works! Southwest on the Michigan Works! Association's Board of Directors. Mr. Dunn also served on multiple community boards throughout his career. She noted that staff at Michigan Works! Southwest were honored that with his incredibly busy schedule he chose to be a highly engaged member of the Michigan Works! Southwest WDB. She then presented Mr. Dunn with a plaque to recognize him for his commitment to workforce development and to express sincere appreciation for the contributions he made that positively impacted thousands of lives in the Michigan Works! Southwest service area.

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

Representative Julie Rogers reported on a bill she recently introduced that is related to workforce issues. Healthcare is experiencing a shortage of workers, just like many other industries. The legislation, Michigan House Bill 6446 (2022), is an occupational therapy compact bill that is focused on occupational therapy healthcare occupations, addresses interstate compacts and agreements, as well as reciprocity to recognize certifications. It would enroll Michigan with the other twenty-two states that already have an interstate compact. This means there would be reciprocity for recognizing licensure. The bill especially affects relationships with border states, and it would make it easier for the workers. For example, someone who lives in Indiana could practice in Michigan.

Representative Rogers also announced that the 60th District office will be distributing Thanksgiving meal baskets and resources for Veterans and their families at the VFW on Kilgore Road in Kalamazoo this Saturday, November 19, 2022. [Due to inclement weather, the date was changed to Tuesday, November 22, 2022 from 1:00-3:00 p.m.] The Thanksgiving basket information was also entered in the meeting chat box.

Lastly, Representative Rogers invited individuals to attend her coffee hour which is held on the third Friday of the month at 9:00 a.m. The next one is tomorrow, November 18, 2022 at the Sarkozy Bakery in downtown Kalamazoo.

APPROVAL OF MINUTES

The vote to approve the October 20, 2022 WDB Executive Committee meeting minutes (Exhibit A) was tabled until the next meeting.

COMMITTEE REPORTS

Monitoring Committee Report

The Monitoring Committee report was tabled until the next WDB meeting.

Disability Awareness Resource Team (DART) Committee Report

Kathy Olsen reported The Disability Awareness Resource Team (DART) Committee recently met. The meeting agenda included a presentation from Disability Network Southwest Michigan staff. The presentation included information regarding a summer jobs program for youth with disabilities. Youth were employed part-time to work on disability advocacy. Their project this past summer was to raise awareness and advocate for a Disability Awareness and Education (DA&E) Day. Youth met with legislators and Senator Sean McCann introduced a Resolution to declare the third Thursday in October as DA&E Day. The presentation also included information on inclusive employment practices for job descriptions, hiring practices and the interview process. DART committee members also shared agency updates at their meeting and one member noted she was having difficulty communicating with the Hispanic population. Members

shared a vast array of resources for language translation services, including American Sign Language (ASL). The resources also included local community agencies that assist individuals with limited English. Resources cited either included a fee or were available at no charge.

NEW BUSINESS

WDB 2023 Calendar (Exhibit B)

Lisa Godfrey reported due to the lack of an Executive quorum, the calendar for 2023 WDB meetings will be approved at the next meeting. She noted that members should plan on the dates listed on the Exhibit.

STAFF REPORTS

Business Services Activities

Ashley Iovieno provided an update on the State's Programmatic Review for Business Services and the Going PRO Talent Fund, the FY23 Going PRO Talent Fund (GPTF), and National Apprenticeship Week.

Programmatic Review for Business Services and the Going PRO Talent Fund (GPTF) – Ms. Iovieno reported in June of this year, Michigan Works! Southwest was selected for a programmatic review with the State of Michigan for Business Services and the Going Pro Talent Fund (GPTF). The final report was received last week and there were no findings or administrative recommendations cited; however, promising practices were highlighted.

A positive practice related to the GPTF cited was the strategic outreach efforts by Michigan Works! Southwest to employers pursuing a Registered Apprenticeship Program (RAP). Michigan Works! Southwest was also recognized for holding open hours and monthly check-ins with employers to ensure GPTF awardees were on track to complete their training plans.

Positive practices related to Business Services cited included consistent practices of engagement and communication with employers and job seekers throughout Region 8 pertaining to involvement in collaboratives, consortiums' attendance, and regional outreach/information sharing. They also cited the collaboration with Michigan Works! Berrien, Cass, Van Buren, dba Kinexus; and commitment to training and onboarding new staff to assure the Business Services Team (BST) members can effectively serve customers. Adaptability and commitment to continuous improvement throughout the COVID-19 pandemic to meet the changing needs of employers and job seekers through virtual workshops, virtual job fairs, and the consistent review of reports and tracking of metrics was also cited as a positive practice.

Going PRO Talent Fund (GPTF) – Ms. Iovieno reported the application period for the FY23 Going Pro Talent Fund (GPTF) is scheduled to begin on Monday, November 21, 2022 and it will end on December 9, 2022. Staff will continue to host information sessions with employers, as well as facilitate one-on-one meetings, to help guide employers through the application period.

National Apprenticeship Week – Ms. Iovieno reported this week is National Apprenticeship Week across Michigan and the U.S and there are a variety of events happening this week and beyond to celebrate apprenticeships and apprentices. At last month's board meeting it was reported that Michigan was in a tight race with Texas for the most scheduled events. She reported Iowa came out of nowhere and gave both states a run. As of yesterday, Michigan was holding down the lead with approximately 180 events compared to the next highest number of 140. Michigan Works! Southwest will host a United States Department of Labor (USDOL) representative next week to hold an Apprenticeship 1.0 session for employers.

Labor Market Information

Michigan's Labor Market News – Ashley Iovieno reported the November edition of the Labor Market News is now available. This month's issue, as well as a new report, Registered Apprenticeships in Michigan, includes information pertaining to apprenticeships. She highlighted some of the Michigan information. In 2021, in Michigan, there were just under 18,600 active registered apprentices. Of that number around 81.9% fell into the traditional apprenticeship industries of construction and manufacturing. Michigan had its largest registered apprenticeship completer cohort on record in 2021, with more than 2,600 completers across the State. This was approximately 100 more completers than what was observed in 2019 and the third straight year with more than 2,000 completers. Six of Michigan's 10 prosperity

regions had over 1,000 active apprentices in 2021 with the most, almost 7,700, in the Detroit Metro region. This was followed by the East Michigan region with 2,800, and the West Michigan region with 2,400. South Central Michigan had 2,300 active apprentices, while also having a majority share within nontraditional industries.

In this edition, the Michigan Unemployment rate was reported to be at 3.7% and the national rate was reported to be at 3.5%. The four counties in the Michigan Works! Southwest service area ranged from 3.7% to 4.7%. St Joseph County was at 4.1%, Kalamazoo County was at 3.7%, Branch County was at 3.8%, and Calhoun County was at 4.7%. The top in-demand jobs continue to show Registered Nurses at the top, followed by retail salespersons, and then first-line supervisors/retail for a total of 17,552 ads which is a 4.5% increase from last month.

Links to the most recent labor market news were emailed to members following the meeting.

Burning Glass Analytics and Real Time Jobs Data (Exhibit C) - 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 September 1, 2022 through October 31, 2022, were included in the meeting notice.

Operations Update

Jennifer Klempnow reported the Michigan Works! Southwest Dashboard was launched last month to the Executive Committee, and this is the first time it is being reviewed in front of the full WDB. She reported for the month of October, the ***Partnership. Accountability. Training. Hope. (PATH) program*** had 217 participants at a 39% employment rate. The average wage was reported to be at \$15.25 which exceeds the local target. PATH has a work participation rate that is ranked fifth in the State for the month of September. The ***Food Assistance Employment and Training (FAE&T) program*** is currently a voluntary program and for the first month of this program year there were no participants. She reported that referrals come through the Department of Health and Human Services (DHHS) and a strong marketing plan has been developed to increase referrals and expand the program's outreach.

The ***Learn, Earn and Provide (LEAP) program*** continues to see a high employment rate, which for the month of October is currently at 65% with an average wage of \$15.52. The Friend of the Court (FOC) makes the referrals in all four counties; some are voluntary, and some are mandatory.

From June 1, 2021 through October 31, 2022, the data reported on the Dashboard indicated the ***Clean Slate program*** had 1,870 inquiry forms completed, and 161 of those are active. Of the 161 active participants, 21 records have been expunged.

The ***Barrier Removal Employment Success (BRES) program*** funding continues to be flexible in the services provided, with housing and expungement fees being the most common barrier addressed this month.

Performance for the ***Workforce Innovation and Opportunity (WIOA) Act and Wagner-Peyser programs*** continues to be close to or meeting targeted employment outcomes in the second quarter after exit and they are meeting or exceeding outcomes for employment fourth quarter after exit. The median earnings second quarter after exit and the credential attainment rate continues to meet or exceed the target goals. Measurable skills gains will be watched closely in the fourth quarter as participants can achieve these at any time during their participation.

Employers engaged in the ***Employer Resource Network® (ERN®)*** continue to see a high return on investment. For the month of October 2022, there were 92 unique employees and families served, with 125 total employee requests and 233 total services provided to these employees and their families. Currently, there are 26 active ERN® employers which includes the addition of Stryker during the month of October.

Director's Report (Exhibit D)

Michigan Works! Association – Ms. Bungart-Bibb reported the Michigan Works! Association is currently undergoing a strategic planning process. The second of three planned sessions, was held on September 28, 2022. The third session will be held in December 2022. As a result of the second session, five goals were identified that included (1) diversifying

funding sources; (2) enhancing relationship building; (3) improving board management; (4) establishing a Center for Excellence and align with professional development offerings; and (5) strengthening advocacy efforts.

In relation to the goals identified, Ms. Bibb provided a few highlights of the work being done. The first highlight pertained to the goal of enhancing relationship building. Michigan Works! Association staff participated in a kickoff meeting with LEO, MDHHS, and MDE regarding the *Michigan Career Opportunity Academies for Community Health (MiCOACH)*. She reported the goal of this initiative is to address the shortage of behavioral health care workers in key parts of the state. Key program partners are currently engaged in discussions with employers to determine demand and credentialing, with employer meetings scheduled to take place in January, 2023. More information will be forthcoming from LEO and the Michigan Works! Association on direct engagement with local Michigan Works! areas. The second highlight pertained to strengthening advocacy which included attending the [White House Infrastructure Talent Pipeline Challenge](#) event in Washington, D.C. The event featured remarks by President Joe Biden. Over the summer, the Michigan Works! Association, along with many Association members and stakeholders, joined organizations nationwide by signing onto the White House Infrastructure Talent Pipeline Challenge, which served as a nationwide call to action for employers, unions, education and training providers, and workforce development professionals, to support equitable job growth in broadband, construction, and electrification.

State - On November 15, 2022, the Michigan Unemployment Insurance Agency (UIA) announced it has chosen Deloitte to design and install a modern, innovative, user-focused unemployment insurance computer system that prioritizes ease of access for workers and employers while also streamlining jobless claims processing. UIA's current aging system makes it difficult to efficiently process worker claims and employer payments, especially during quickly changing economic conditions such as the pandemic. The new system will replace the Michigan Integrated Data Automated System (MiDAS), first put into use a decade ago. Workers currently use MiDAS' Michigan Web Account Manager (MiWAM) to file for jobless claims and certify for benefits; and employers use MIWAM to pay unemployment taxes and file reports." The new system is expected to be fully operational by 2025. The [link to further information](#) will be sent to members in the meeting follow-up email.

Ms. Bibb also reported that Ben Damerow, Senior Director for the Upjohn Institute's Center for Workforce Innovation and Solutions, has been asked to participate on a State UIA modernization committee with a goal to take a deep dive into the entire unemployment system in hopes of a total revamp. She further reported that she is serving on a workgroup for the Reemployment Services Eligibility Assessment (RESEA), which is a component of unemployment. The goal of that workgroup is to seek innovative ways to enhance RESEA services for greater impact. She reported the Upjohn Institute has conducted UIA research for many years and the Michigan Works! Southwest service area has participated in related pilot programs, and this is a wonderful opportunity to showcase both. She acknowledged that it is an honor to be chosen to serve on these teams.

Federal – Ms. Bibb reported that no additional information is available regarding the Wagner-Peyser Notice of Proposed Rulemaking (NPRM) since her last report. Staff continue to wait for responses to all comments submitted as well as a final decision. Unofficially, staff have heard that there may be no new information until the first quarter of 2023.

PROGRAM

Economic Update – Mike Horrigan, President of the Upjohn Institute, began his presentation by asking members to please let him know what research topics they would like to hear about at future Board meetings. He noted that the Unemployment Insurance Agency (UIA) project that Jakki Bungart- Bibb reported on is a good example of Upjohn Research and Michigan Works! working together. He reported he is also serving on the UIA task force with Ben Damerow and will be bringing in additional researchers to the project as needed. He then provided a PowerPoint presentation that included data such as industries, employment recovery, job openings, and labor shortages for the greater Kalamazoo and Battle Creek areas. He also presented information pertaining to three types of inflation – the supply side cost push, the demand pull, and expectations. A link to the presentation was sent to members in the meeting follow-up email. Regarding the official definition of a recession, he noted that we are not there.

Employer Highlight – Duncan Aviation– Andy Richards, Chief Operating Officer for Duncan Aviation, shared information about Duncan. He reported Duncan is a family-owned, third generation, business jet service provider that

was founded in Nebraska in 1956. Duncan does everything from preventive maintenance, repair, and overhaul of jets. The industry is growing; however, the growth is constrained by workforce shortages including a huge shortage of pilots and maintenance techs. He shared how Duncan is addressing the talent pipeline by actively participating with area high schools and colleges. Duncan is also collaborating with multiple community groups such as Voces and the Burma Center. To work at Duncan, a high school diploma or GED is required, and employees can learn and advance on the job. Individuals who start out with an Airframe and Power (A&P) certification can advance more quickly. Duncan also founded an internal apprenticeship training USDOL program that is the same learning path offered at Lansing Community College. The difference is that the students in the Duncan apprenticeship program are employed, earning a wage while they are learning, and there is no tuition cost. Attendees were invited to participate in a company tour that immediately followed the meeting.

OLD BUSINESS

None.

PUBLIC TIME

Kristine Stevens from Glen Oaks Community College (GOCC) introduced herself and reported she is the new Director of Outreach and Business Services at GOCC. She replaced Paul Aivars who retired earlier this year.

MEMBERS' TIME

Jose Orozco thanked Andy Richards for getting out into the community to connect individuals and organizations to Duncan. He also shared that Voces arranged for community members to tour Duncan. This included a group of youth as well as a separate group of their parents. Those who attended found the tours to be engaging and impressive.

Lisa Godfrey thanked Andy Richards for sharing information about Duncan and noted that Duncan Aviation sounds like an incredible company.

UPCOMING MEETINGS

Lisa Godfrey referred members to the list of upcoming WDB meetings that were listed on the agenda.

ADJOURNMENT

There being no other reports or business for the Board, the meeting was adjourned at 10:18 a.m.

Kathy Olsen Date

Lisa Godfrey Date

APPROVED

These minutes were approved on _____