

**Workforce Development Board
 Meeting Minutes
 February 16, 2023**

CALL TO ORDER: Workforce Development Board Chair, Lisa Godfrey, called the meeting to order at 9:02 a.m. at the Upjohn Institute for Employment Research, 300 S. Westnedge Avenue, Kalamazoo, Michigan.

Individuals attending in-person and virtually, introduced themselves.

WDB Members Present:

Morris Applebey (Labor)	Alan Ives (PS)	Sabrina Radenovic (PS) [∇]
Kathi Cain-Babbitt, alt for Willcutt (Labor)	Kris Jenkins (Educ)*	Charles Rose, alternate (CBO) [∇]
Jill Bland (Econ Dev)	Dave Maurer (PS)*	David Sutherland (PS)
Lisa Godfrey (PS)*	Karla Meeks (PS) [∇]	Frank Tecumseh (PS)*
Randall Hazelbaker (PS)*	Jackie Murray (PS)*	Dr. Paul Watson (Educ) [∇]
Jeff Heppler (PS)	Brian O'Donnell (PS)	* Exec Committee
Jared Hoffmaster (PS)	Jose Orozco (CBO) [∇]	[∇] Attended Virtually
	Dave Pawloski (Labor)	

WDB Members Absent

Karen Doubleday (DHHS)	Lisa Johansen (DOC)	Elizabeth Van Dussen (PS)
Jessica Eyster (PS)	Derek King (PS)	Ken Willcutt (Labor)
John Fiore/Rebecca Hill (MRS)	Windy Rea (Job Corps)	* Exec Committee

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

Jakki Bungart- Bibb	Ashley Iovieno	Shelby Springett
Mike Horrigan	Amy Meyers	Barb Travis
April Gordon	Amanda Rosenberg	

Michigan Works! Services / Program Staff Present:

Paige Daniels (YOU/KRESA)	MiChelle Fowler (WDI) [∇]	Amanda Sutherland (YOU/KRESA)
Sam Dougherty (WDI)	Sarah Mansberger (YOU/KRESA)	

Guests Present:

Kylee Johnson (Office of Rep. Julie Rogers) [∇]	Rep. Julie Rogers [∇]	Jacques Short [∇]
Dan Reid (Media) [∇]	Jacob Walsh (Office of Rep. Julie Rogers) [∇]	

AGENDA

Chair, Lisa Godfrey reported Mike Horrigan requested to move his presentation for today to item X. and Amy Meyers requested that item VIII. B., WDB Plans, be removed from the agenda because notice was received late last night that the State rescinded the policy for this plan. There were no objections to the changes.

AWARDS

Shining Star Awards

Last year, Michigan Works! Southwest implemented a Shining Star Award which acknowledges and celebrates the amazing, dedicated, and hard-working frontline staff who work tirelessly to make a difference in the lives of customers every day. One slight change was made this year. Instead of acknowledging the winners each month, staff will be

acknowledging the winners quarterly, so they are recognized and celebrated by the full Workforce Development Board. Today we will celebrate the November, December and January shining stars.

The *November Shining Star* recognized was *Barb Travis*. Ms. Travis is a Lead Career Coach for the Neighborhood Employment Hub Project in Battle Creek. She is an outstanding leader who provides exceptional customer service to all who come in contact with her. Participants state that Ms. Travis is a joy to work with and she is described by her staff and coworkers as knowledgeable, empathetic, helpful, kind, respectful, willing to listen, and always make others feel welcome. Ms. Meyers stated that she personally had the opportunity to work closely with Ms. Travis and can verify all that has been said about her. Michigan Works! Southwest is grateful to have Ms. Travis on the Michigan Works! team. Congratulations to Barb Travis!

The *December Shining Star* recognized was *MiChelle Fowler*. Ms. Fowler is a Program Technician and Career Coach for the Adult and Dislocated Worker program. She is a dedicated team member focused on continuous learning and developing best practices to manage programs efficiently and effectively. Ms. Fowler is described by her coworkers as a positive person with high energy who takes initiative, does quality work, and pursues excellence in all that she does. Michigan Works! Southwest is grateful to have MiChelle Fowler on the Michigan Works! Southwest team. Congratulations Michelle Fowler!

The *January Shining Star* recognized was *April Gordon*. Ms. Gordon is an Employer Resource Network® Success Coach. Ms. Gordon is described as a kindhearted professional who continually strives to learn and grow. Her interactions with employers resulted in companies joining the ERN® and she is a beacon of hope for countless employees who are faced with unexpected life challenges each and every day. Ms. Gordon has the ability to always bring a smile to the faces of those she works with, even in the darkest of situations. Michigan Works! Southwest is grateful to have April Gordon on the Michigan Works! team. Congratulations April Gordon!

WDB Member Recognition

Amy Meyers recognized Michael Quinn, a former member of the Workforce Development Board, for his service to the Board. She reported that Mr. Quinn also served on the Kalamazoo County Board of Commissioners. As a Marine and a former Peace Corps volunteer, Mr. Quinn is a firm believer in the importance of service and the power of community. He served on the Kalamazoo County Board of Commissioners, representing district 10 from 2017 through 2022. In January of 2020, the County Board appointed Mr. Quinn to the Workforce Development Board. He served as the county liaison to the Board and represented the private sector on the Board from January 2020 through December 2022. Although most of his tenure on the Board was during COVID, he was very supportive of workforce development initiatives and regularly attended meetings. Mr. Quinn recently retired and he and his wife plan to relocate to Spain where they will be closer to family. Michigan Works! Southwest is honored that with his busy schedule, Mr. Quinn chose to be an engaged member of the Workforce Development Board for Michigan Works! Southwest. With pleasure, Ms. Meyers presented Mr. Quinn with a plaque recognizing his commitment to workforce development and expressed sincere appreciation for the contributions he made to positively impact thousands of lives in the Michigan Works! Southwest service area. Mr. Quinn thanked Representative Julie Rogers for supporting his service and noted that Kalamazoo has been one of the best communities to serve and being on the County Board and the Workforce Development Board has provided him with a great opportunity to contribute to the work in the region.

TRANSPARENCY & INTEGRITY OF WDB DECISIONS

Amy Meyers 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 wished Mike Quinn well in his retirement. She reported the start of the legislative year has been chaotic in Lansing. The legislature held a memorial yesterday for the Michigan State University students and the House Democrats intend to move forward with resolutions soon.

APPROVAL OF MINUTES (Exhibit A)

Motion made by Jared Hoffmaster and supported by Kris Jenkins to approve the Workforce Development Board January 19, 2023 Executive Committee meeting minutes. Motion carried.

COMMITTEE REPORTS

Monitoring Committee Report

Dave Maurer reported the Monitoring Committee recently met to review the WIOA Adult and Dislocated Worker Programs. The participants interviewed were very complimentary of the staff and services offered. When asked for suggestions for improvement, one individual suggested more local training options for truck driving school because at the time of his training, his only option was to travel to Grand Rapids. However, he was able to earn his credential and is currently employed. Mr. Maurer reported that Sarah Pohl provided a written monitoring report that was included in the Monitoring Committee agenda packet. A suggestion for continuous improvement was to ensure staff are reviewing fields and dates entered into the One-Stop Management Information System (OSMIS) database.

NEW BUSINESS

WDB Committee Chairs (*Exhibit B - corrected*)

Amy Meyers reported on the proposed Workforce Development Board committee chairs for 2023 which included Dave Maurer, Humphrey Products, and Brian O'Donnell, Hi-Tech Electric, as co-chairs for the Monitoring Committee; John Fiore, Michigan Rehabilitation Services and Hank Bostic, Disability Network Southwest Michigan, as co-chairs for the Disability Awareness Resource Team (DART) Committee; and Tim Staffen, Calhoun Intermediate School District (ISD) as chair of the Career Educational Advisory Council (CEAC) and James Berry, St. Joseph ISD, as vice chair of the CEAC.

WDB Chair, Lisa Godfrey had no objections to these appointments.

Motion made by Kris Jenkins and supported by Jill Bland to approve the committee chair appointments for 2023 which included Dave Maurer, Humphrey Products, and Brian O'Donnell, Hi-Tech Electric, as co-chairs for the Monitoring Committee; John Fiore, Michigan Rehabilitation Services and Hank Bostic, Disability Network Southwest Michigan, as co-chairs for the Disability Awareness Resource Team (DART) Committee; and Tim Staffen, Calhoun Intermediate School District (ISD) as chair of the Career Educational Advisory Council (CEAC) and James Berry, St. Joseph ISD, as vice chair of CEAC. Motion carried.

WDB Policies

WDB Policy 32 Rev 04 – Selective Service Registration (Exhibits C1-C3)

Amy Meyers requested Board consideration and approval of changes to a required local policy – *WDB Policy 32 Rev 04 – Selective Service Registration for WIOA*. A copy of the proposed final policy, a version with changes tracked, and a summary page of the changes made, was included in the agenda packet. She reported some of the changes included the updating of the title as well as the references; the removing of procedures, including the attachments, from the policy; the addition of the selective service registration requirement, which now appears at the very beginning of the policy; the addition of language to state that individuals denied program registration should also be referred to other available, appropriate services and resources; and the addition of a section titled "Inquiries".

Motion made by Kris Jenkins and supported by Jill Bland to approve WDB Policy 32 Rev 04 – Selective Service Registration for WIOA. Motion carried.

WDB Appointment Change (*Exhibit D*)

Amy Meyers requested WDB consideration and approval of a change in membership status for Kathi Cain-Babbitt from serving as an alternate member to a regular member on the Workforce Development Board (WDB) for Michigan Works! Southwest. As a member of AFSCME Local 1668, Kathi Cain-Babbitt serves as a labor representative on the WDB and her current term began October 1, 2022 and ends on September 30, 2024.

Motion made by Dave Pawloski and supported by Morris Applebey to change the membership for Kathi Cain-Babbitt from an alternate status to a regular member status on the Workforce Development Board for the balance of her current term which began October 1, 2022 and ends on September 30, 2024. Motion carried.

Announcements

Ribbon Cutting and Open House – Branch County Michigan Works! Service Center

Amy Meyers announced the Branch County Michigan Works! Service Center moved to a new location and staff are excited to invite everyone to the Michigan Works! Southwest Branch County Service Center open house and ribbon cutting ceremony which will be held on March 7, 2023. The new location of the center is 398 Marshall Street. The event is scheduled to begin at 3:30 p.m. and end at 5:00 p.m., with the ribbon cutting scheduled for 4:30 p.m. She thanked the Coldwater Area Chamber of Commerce for assisting with the event. Ms. Meyers extended an invitation to everyone at today's meeting to attend if they are able. E-invitations were emailed last week, and a printed invitation is also available at today's meeting. Members were encouraged to please take an invitation and share it with their staff.

STAFF REPORTS

Business Services Activities (*Exhibit F*)

Ashley Iovieno 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.

Unemployment Rates

Ms. Iovieno reported the updated unemployment rates for January 2023 were noted on the second page of the Dashboard. The Michigan unemployment rate was reported to be 3.8% and the national rate was at 3.5%. The unemployment rate for the four counties in the Michigan Works! Southwest service area ranged from 3.5% to 4.5%. St. Joseph County was reported to be 4.1%, Kalamazoo County was at 3.5%, Branch County was at 4% and Calhoun County was at 4.5%.

Job Demand

Details of job demand in the Michigan Works! Southwest area was reported on the third page of the Dashboard. Data continues to show Registered Nurses at the top, followed by retail salespersons, and then first-line supervisors for retail for a total of 13,328 job ads. This was a 7.9% decrease from last month. Employers with the most openings aligned closely with the occupations with the most openings.

Going PRO Talent Fund

Going PRO Talent Fund awards for Cycle 1 were announced on January 31, 2023. The data appeared on the fourth page of the Dashboard. In the *Michigan Works! Southwest area*, \$3,184,957 was awarded to area companies resulting in thirty (30) companies benefitting. She stated one item to note is that there are two companies with pending tax obligations and those companies will have 60 days to address the obligation; and if addressed by the due date, those companies will be eligible for an award as well. This would add approximately \$79,495 to the total, bringing it to \$3,264,452 overall. In comparison, this figure is approximately \$350,000 more than last year's independent awards; however, last year there were more companies awarded. These Going PRO Talent Fund grants will result in 1,662 individuals being trained, 334 apprentices, and 716 new hires.

Statewide, 1,412 applications were received by the Michigan Department of Labor and Economic Opportunity which was 56 fewer applications compared to last year. A total of \$47,841,555 was awarded and if all the pending tax obligations are cleared up, the total would be increased to \$49,690,434.

Notice was received that the *Industry Led Collaborative (ILC)* portion of the Going PRO Talent Fund grant is scheduled to open around March 22, 2023.

Cycle 2 of the independent applications is scheduled to open on May 1, 2023, and close on June 11, 2023, with a training period of July 17, 2023 to July 16, 2024. These dates are subject to change; however, staff are excited to begin planning and scheduling discussions with interested employers.

Employers Served

The last page of the Dashboard highlighted the number of employers served and services provided, this included data for the first month of 2023. Due to the outreach pertaining to the Going PRO Talent Fund, the numbers remained high.

In response to a question regarding the amount of funding that will be available for the Going PRO Talent Fund ILCs, staff reported they have received feedback from the State regarding strong funding for ILCs and that there would also be a strong Cycle 2 budget. Amy Meyers also referred members to the notes pertaining to Cycle 2 in the Director's Report where it is reported that a one-time line item was recommended for the Going PRO Talent Fund.

Labor Market Information

Michigan's Labor Market News – Ashley Iovieno reported the February edition of the Labor Market News is now available and the link to access it will be emailed to members following the meeting. This month's issue features an article on "2021 Real Gross Domestic Product (GDP) in Michigan". The map of the month is around "Food Insecurity in Michigan Metropolitan and Nonmetropolitan Counties from 2017-2021". The newsletter rounds out with its normal information on online job advertisements and there is an article on the Michigan hire rate stabilizing in recent months.

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 December 1, 2022 through January 31, 2023, were included in the meeting notice.

Operations Update & Dashboard (Exhibit G)

Amy Meyers reported the *Dashboard Report* pertaining to the daily program operations was included in the agenda packet for member review.

She then provided a grant update regarding the *Michigan Citizen Reentry Initiative (MiCRI)* which initially will expand in-reach services to hundreds of inmates at the Milan Federal Correctional institution who are nearing release from prison. MiCRI will ensure those individuals will continue to receive employment, training, and supportive services when they move to residential reentry centers in other parts of the State. Michigan Works! Southwest was selected to partner with the State and local residential reentry centers, which is the Kalamazoo Probation Enhancement Program (KPEP) in Battle Creek and Kalamazoo. The launch meeting occurred last week. The goal of MiCRI is to bring a collaborative approach to reducing recidivism. MiCRI will provide pre-release education, career guidance, social support, and employment assistance to those who are incarcerated. It will also provide needed support post-release. Using an employer-led approach, returning citizens will be provided training for in-demand skills and paired with employers willing to work with at-risk individuals through direct employment or Registered Apprenticeship programs. In responding to a question regarding partnerships to help individuals returning to the community after incarceration, Ms. Meyers reported that Michigan Works! Southwest is fortunate to have a strong partnership with Kalamazoo Regional Educational Services Agency (KRESA), as well as many other local partnerships. Staff will continue to provide updates to the WDB as the work on this planning grant progresses. Sarah Mansberger from KRESA affirmed the strong partnership that KRESA has with Michigan Works! Southwest.

Amy Meyers reported on another opportunity whereby Michigan Works! Berrien, Cass, Van Buren was awarded a \$100K planning grant from the Community Foundation of Southeast Michigan's, *Michigan Justice Fund (MJF)*, to support the development of a foundational manufacturing credential in partnership with Michigan Works! Southwest. This opportunity will provide an opportunity for employers to connect formerly incarcerated Michiganders to career pathways, while addressing the talent gap among manufacturers in southwest Michigan. The purpose of the grant is to strengthen Michigan's funding, policies, and practices to support the economic mobility and overall success of people with criminal records. The 12-month planning phase which concludes in December 2023, will result in the submission of an implementation grant to deliver services whereby returning citizens earn an industry recognized credential and are ready to enter the workforce. Staff will be working alongside training providers and Manufacturing Growth Alliance (MGA) to facilitate conversations with employers in the manufacturing industry. This will give staff the opportunity to create a training pathway, increasing core competencies and skillsets, while addressing workforce challenges. Outreach for employer engagement is scheduled to begin at the end of this month.

Dr. Paul Watson noted that Kellogg Community College is exploring educational programming in the Coldwater area and they would be interested in partnering on this initiative. Staff will keep the Board updated on both initiatives as they progress. Links to information regarding both initiatives will be emailed to members following the meeting. In

responding to a question regarding the Clean Slate Program, Ms. Meyers reported the law regarding automatic expungement goes into effect on March 30, 2023 and at that time the Clean Slate Program will end.

Director's Report (*Exhibit H*)

Legislative Day - Amy Meyers reminded members of upcoming events hosted by the Michigan Works! Association. The annual Legislative Day will be held on March 15, 2023 and WDB vice chair, Jackie Murray, and Michigan Works! Southwest Director, Jakki Bungart-Bibb, will be attending that event. They will be visiting legislative representatives in Lansing to share successes and advocate for support of our workforce system.

Impact Awards - The annual Impact Awards will take place on May 10, 2023. During this event, State legislators will present tributes to award winners who tell their stories and the role that Michigan Works! had in their success. The local Impact Award winner will be announced at an upcoming board meeting.

Governor's Budget Recommendations - A summary of the Governor's budget recommendations totaling \$79 billion was included in the Director's report with highlights of a few items that would be of interest to the Board. They included:

- \$140 million for Michigan Reconnect.
- \$55 million ongoing for Going Pro with an additional one-time amount of \$35 million.
- \$20 million for expansion of employer led collaboratives.
- Support for small manufacturers.
- \$15 million for employment barrier removal.
- Jobs for Michigan Graduates 6 million ongoing and an additional one-time amount of \$1 million.
- Improvements to Pure Michigan Talent Connect.
- \$25 million for State Apprenticeship Expansion (SAE) grants.

Michigan Works! staff advocated strongly for the funding to support barrier removal and the Going PRO Talent Fund and it was nice to learn that advocacy efforts are working. A couple of items for which staff advocated that did not make the list included additional youth program funding and one-time funding for upgrades to the Michigan Works! Service Centers.

PROGRAM

Projecting the Demand for Electric Vehicle Related Occupations – Mike Horrigan, President of the Upjohn Institute, shared research that the Upjohn Institute conducted on “Projecting the Demand for Electric Vehicle (EV) Related Occupations”. During the process of identifying EV occupations, work is being done on developing an EV Academy to identify EV courses that will be consistent throughout the State. The courses would be offered in a hybrid version to include both in-person and virtual classes. Michigan and other states receive funding from the U.S. Department of Labor to produce long-term projections and Michigan has a federal-state partnership working to project the occupational demand. The Prosperity Region projections for Michigan will be released in 2023. Mr. Horrigan proceeded to discuss relevant occupations and the approach that the Upjohn Institute will use to project net employment changes and annual job openings for the EV related occupations that includes computer, engineering, production, and infrastructure. The goal is to make State and county-based projections, using survey results, and to apply the forecasts to the State and county level to produce estimates of occupational employment. In-demand will be based on employment growth, rather than wage growth. They will also use a data-driven approach to recommend courses for Career and Technical Education (CTE). Following the meeting, a link to the presentation was emailed to members.

Meeting the Demand for EV Related Occupations – Brian O'Donnell, Project Executive for Hi-Tech Electric Company, reported Hi-Tech Electric was established in the 1980s. The company headquarters is located in Portage, Michigan and their workforce includes over 300 employees. Services include the installation of numerous electrical programs such as power distribution, security and care access systems, temperature control systems, voice data video networks, and fire alarm systems. The company is currently in the early adopter stage of the installation of EV equipment. His presentation summarized the Infrastructure Investment and Jobs Act (IIJA) and program funding that will be available to state/district and local governments as well as through competitive grants. The National Electric Vehicle Infrastructure (NEVI) Formula Program allocates \$5 billion over five years. In Michigan, a portion of the grant funds will be used to install charging stations throughout the public road system. Michigan will receive \$100 million

that is allocated for the EV charging network which requires placement of Direct-Current Fast Chargers (DCFC) along approved Alternative Energy Fuel Corridors. This funding will support driving the Michigan lakeshore and other major roadways/corridors, without worry of how to charge an electrical vehicle. After all required locations are constructed per the NEVI Funding Formula, the remaining funds can be used in locations outside of the approved Alternative Energy Fuel Corridors. In summarizing, he reported up to 80% of the project cost will be covered by federal grants. The presentation also covered residential and commercial credits that will be available for alternative fuel refueling property; as well as credits for investments in clean energy manufacturing and energy security. He highlighted battery plant construction sites in Michigan.

The presentation included information pertaining to filling the jobs for this industry and noted that current electricians and journeymen level electricians are all employed. If journeymen leave employment, their positions will need to be backfilled and it will take a broad group effort to move more individuals into an electrician career pathway. One movement to address the training is the Michigan EV Academy, formerly known as The Electric Vehicle Infrastructure Training Program (EVITP). Hi-Tech is working to have some of their employees earn EV training certificates and these individuals will be working to help install the charging stations. A list of available resources was provided at the end of the presentation and following the meeting, a link to the presentation was emailed to members.

In responding to a question from a Board member, Mr. O'Donnell reported each EV charger has proprietary software on the back end for which the payment and billing will go directly to the entity who installed the charger. Currently, there are no regulations/price control points. Another member highlighted the fact that the jobs available through the EV industry require skilled workers and these skills are very transferrable to other industries should there be a disruption in the EV industry.

OLD BUSINESS

None.

PUBLIC TIME

None.

MEMBERS' TIME

None.

UPCOMING MEETINGS

Lisa Godfrey referred members to the list of upcoming WDB meetings that were listed on the agenda. The next meeting of the WDB Executive Committee is Thursday, March 16, 2023, and the next quarterly meeting of the full WDB is Thursday, May 18, 2023.

ADJOURNMENT

There being no other reports or business for the Board, the meeting adjourned at 10:43 a.m.

Amy Meyers Date

Lisa Godfrey Date

APPROVED

These minutes were approved on _____