

**Workforce Development Board
 Meeting Minutes
 May 16, 2024**

CALL TO ORDER: Workforce Development Board Chair, Jackie Murray, called the meeting to order at 9:00 a.m. at the Branch County Community Health Building, 570 Marshall Road, Coldwater, Michigan.

INTRODUCTIONS: Individuals attending in-person introduced themselves and Shelby Springett introduced individuals attending virtually. Bud Norman, Branch County Administrator, welcomed attendees and provided promotional materials and products from Branch County businesses to all attendees. He noted 517 Day is May 17th and explained that the area’s phone area code is 517 and thus they also celebrate the county on 5/17.

WDB Members Present:

Jill Bland (Econ Dev)	Kris Jenkins (Educ)*	Liz Van Dussen (PS) [∨]
Lisa Godfrey (PS)*	David Maurer (PS)*	
Randall Hazelbaker (PS)*	Jackie Murray (PS)*	* Exec Committee
Rebecca Hill (MRS) [∨]	Brian O’Donnell (PS)*	[∨] Attended virtually
Jared Hoffmaster (PS)	Frank Tecumseh (PS)*	

WDB Members Absent

Jeff Hepler (PS)	Jose Orozco (CBO)	Paul Watson (Educ)
Al Ives (PS) [∨]		

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

Jakki Bungart-Bibb (MWSW)	Hannah Klein (MWSW)	Amanda Rosenberg (MWSW)
Latesha Griffin (MWSW)	Amy Meyers (MWSW)	Shelby Springett (MWSW)
Ashley Iovieno (MWSW)	Kathy Olsen (MWSW)	Aaron Tabb (MWSW) [∨]

Guests Present

Dr. Baskin (Educ) [∨]	Michael Klein	
Jim Benton (KRESA) [∨]	Bud Norman (Branch County)	Tate Westra [∨]
Paige Daniels (KRESA)	Lisa Smith (KRESA)	(for Representative Rogers)
Joshua Englehart	Amanda Sutherland (KRESA) [∨]	

RECOGNITIONS

Shining Star Awards

February Shining Star - Hannah Klein was recognized as the February Shining Star. Amy Meyers reported Hannah Klein is a Career Navigator for Michigan Works! Southwest, who frequently assists with organizing events and navigating last-minute schedule changes. She stands out as the best person to go to with general questions regarding services offered at the Calhoun County Service Center. Additionally, Hannah continuously shows her excitement as she assists others and her co-workers noted that Hannah is filled with an endless energy that helps to make every day better.

March Shining Star – Latesha Griffin was recognized as the March Shining Star. Amy Meyers reported that Latesha Griffin goes above and beyond to ensure customers receive top notch service at the Battle Creek and Albion locations. She provides exceptional service and creates a very welcoming and positive environment for customers seeking support. Latesha is always eager to learn, is team oriented, attentive to detail, flexible, and empathetic. Latesha’s work facilitating workshops, UIA navigation, RESEA, and job search, along with following up with customers to

remove employment barriers, further speaks to her hard work and dedication to the Michigan Works! Southwest mission and to her team.

April Shining Star – Aaron Tabb was recognized as the April Shining Star. Amy Meyers reported that Aaron Tabb's passion for his work shines through in his consistent dedication and the quality of his contributions to Michigan Works! Southwest, which includes a proactive attitude and willingness to assist wherever needed. His actions are truly commendable and show great initiative and dedication to his team. Aaron's commitment to ensuring a smooth operation of the front desk, support for his colleagues, as well as strong leadership qualities, are a testament to his passion for Michigan Works! Southwest. Aaron consistently puts his best foot forward, demonstrating a commitment to excellence, and his enthusiasm for what he does not only benefits his team, but also encourages those around him to strive for excellence. His kindness, patience, reliability, and passion are the driving force behind his outstanding performance, making him an invaluable asset to his team.

MW! Association Impact Awards

Jakki Bungart-Bibb reported that the annual Michigan Works! Association Impact Award honors an employer and a job seeker from each Michigan Works! Area. Honorees are employers who are champions of workforce development, who contribute to strengthening the economy by creating jobs and developing talent and job seekers who are striving to be the best version of themselves. This year's Impact Award was celebrated in April, and Hi-Tech Electric was the employer chosen to represent MWSW. Brian O'Donnell, WDB Vice-chair, along with one of Hi-Tech's youth apprentices, Austin Edwards, were recognized at the event. Ms. Bibb then shared the [Hi-Tech Impact Award video](#). Brian O'Donnell reported that Hi-Tech was honored to be chosen for this award and it was quite humbling. There continues to be a shortage in the skilled trades and the impact of this award will raise awareness of the opportunities available with apprenticeship training, especially with the youth population. Printed copies of the Impact Awards booklet were distributed at the meeting.

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

None.

APPROVAL OF MINUTES (Exhibit A)

Motion made by Jared Hoffmaster and supported by Brian O'Donnell to approve the April 18, 2024 Executive Committee meeting minutes. Motion carried.

COMMITTEE REPORTS

No Reports.

NEW BUSINESS

Request for Proposal (RFP) Announcement

Amanda Rosenberg reported that, in March, MWSW announced the public posting of Request for Proposals for the Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker Services, as well as WIOA Youth services. As a result of reviews of proposals received, the WIOA Adult and Dislocated Worker programs were awarded to the Workforce Development Institute (WDI), and the WIOA Youth program was awarded to Kalamazoo RESA. She thanked Board members for their time reviewing proposals and extended a congratulations to both WDI and KRESA.

Adult Education RFP Reviewer Request

Amy Meyers reported the State is currently accepting WIOA Title II, Adult Education and Family Literacy Act (AEFLA) applications. Proposals are due May 17, 2024, and the State is expected to release copies to Workforce Boards for their

review by Wednesday, May 22, 2024. Ms. Meyers asked for Board volunteers to review the proposals for alignment with the local workforce plan and will send an email with further details regarding this request..

PRESENTATION

Paige Daniels, Executive Director of Career Development, KRESA

Ashely Iovieno, Director of Business Solutions, MW! Southwest

Lisa Smith, CareerNOW Program Coordinator, KRESA

Paige Daniels reported the presentation will cover the world of apprenticeships and its impact on individuals, including youth, and employers. She introduced the other presenters and noted that a key partnership is the work the with the Business Solutions Team and the support they provide.

Ashely Iovieno reported National Youth Apprenticeship week just ended and although it is not official yet, Michigan ranked no. 1 with celebrations held during the week. She explained that registered apprenticeships have two critical components which are on-the-job training with a mentor along with related technical instruction (RTI); together they support the apprentice learning while they earn wages. All apprentices who graduate from a Registered Apprenticeship receive a national, industry-recognized, portable credential. She highlighted the impressive benefits for individuals and employers and reported that the average salary for apprenticeship completers is \$80,000 and the Return on Investment for employers is \$1.47 for every dollar spent. Additional employer benefits included a diverse and highly skilled workforce, improved productivity and profitability, increased staff loyalty, retention of workers, flexible training options, minimized liability costs, and access to federal and state resources. She noted that apprenticeships encompass much more than skilled trades occupations, as there are nearly 1,200 apprenticeable occupations, including new and emerging growth industries. Ms. Iovieno introduced members to the [Michigan Apprenticeship Dashboard](#) and noted that this interactive tool can be used to discover statewide, regional, and occupational data regarding Michigan Registered Apprenticeships. She encouraged members to explore the website and to contact her if they had any questions.

Lisa Smith reported a pre-apprenticeship program is a set of strategies designed to prepare individuals to enter and succeed in a Registered Apprenticeship Program (RAP) and that it is not an alternative to school; instead, it is a short-term career pathway for students and can occur during high school or post-graduation. Students are introduced to various apprenticeship programs, participate in industry tours, hear from guest speakers, can be dual enrolled with other workforce programs, and have access to a direct connection to, and application support for Registered Apprenticeship Programs. Benefits to youth included expanded post-secondary options, work-based/experiential learning, and the opportunity to earn while learning. Multiple pre-apprenticeship pathways while still in high school were highlighted. The presenters then highlighted an IT apprenticeship at Kalamazoo RESA and activities held during Youth Apprenticeship Week.

STAFF REPORTS

Business Solutions Update and Dashboard (*Exhibits B & C*)

Ashley Iovieno provided a Business Solutions update that included MiCareerQuest™ St. Joseph County, current unemployment rates, Lightcast job demand reports, the Going PRO Talent Fund, employers served, the most recent Labor Market newsletter, as well as an impact story highlighting work with a local employer.

The Business Solutions Dashboard (*Exhibit B*) included photos from the recent MiCareerQuest™ St Joseph County where 55 employers and partners provided a variety of hands-on activities for approximately 800 ninth grade students. She thanked all who helped support this event. She also reported that planning is already underway for the next MiCareerQuest™ event that will be held in Kalamazoo in the fall. Jakki Bungart-Bibb noted that MWSW is the only MW! agency who holds more than one MiCareerQuest™ event. Page 3 of the Dashboard included a summary of apprenticeship registrants as well as the unemployment rates by county as of March 2024. A link to the most recent Lightcast reports (*Exhibit C*) was included in the meeting notice. Ms. Iovieno reported that for the MW! Southwest four-county area, the data remains consistent with healthcare careers being the top occupation category and employer job postings concurred. There is also a demand for fast food workers. There were 424 unique postings in the MWSW area which is down from last month. Positions requiring a high school diploma or GED were the highest number of

postings. Reports included the four-county area, a Region 8 report, and individual reports for each MWSW county. Page 4 of the Dashboard included Going PRO Talent Fund (GPTF) data for the FY23 Employer Led Collaboratives (ELCs), and page 5 of the Dashboard included data for GPTF FY24 Cycle 1. The application period for GPTF FY24 Cycle 2 closed on Friday, May 10, 2024, and she reported that a total of 44 applications were received. Staff continue to work on several ELC applications and those will be submitted as soon as they are finalized. The last page of the Dashboard highlighted the number of employers served and services provided through April 2024.

The Department of Technology, Management and Budget just released a [summer 2024 job market forecast for Michigan teens \(ages 16-19\)](#). Ms. Iovieno reported that in 2024, nearly a quarter million Michigan teens are expected to search for work and 218,000 are forecasted to be employed this summer. She encouraged members to check out the full report.

Ms. Iovieno highlighted the work that Michigan Works! Southwest is doing with Morgan Olson and noted that the strong relationship that Business Solutions Professional, Lynn Page, has built with the employer was instrumental in providing services during a recent layoff. Lynn worked with MW Southwest team in Three Rivers, the Unemployment Agency, and the Morgan Olson HR team to provide services onsite to assist the employees.

Operations Update and Dashboard (*Exhibit D*)

Amy Meyers reported on services provided for victims of last week's tornadoes. MWSW staff were contacted late yesterday and asked to participate in a resource fair tomorrow. She thanked Ashley Iovieno and the entire MWSW Team for their quick response to this request. She also reported that staff from the USDOL visited the state during the month of April to conduct a monitoring of Veterans services. As part of the visit, MWSW was selected as a site to also be monitored. The monitoring included an extensive review of MWSW services to veterans. Although a formal written report outlining the outcomes of this visit had not been received, positive feedback was provided, including how impressed DOL staff were with the knowledge that MW! staff had. Ms. Meyers extended a thank you to frontline staff for their daily work in serving the veteran population. In follow-up to last month's meeting, she highlighted page 3 of the Service Dashboard and reminded members that the LEAP program is now called GEMS (Gain Employment Maintain Support); however, the scope and goal of the program has not changed, and GEMS services will continue to be offered to unemployed or underemployed child support payers which can be voluntary or court-ordered. Regarding the BRES data also on page 3 of the Services Dashboard, Ms. Meyers reported BRES services are ending in September and Jakki Bungart-Bibb will provide an update on BRES during the Director's Report.

Director's Report (*Exhibit E*)

Jakki Bungart-Bibb distributed a written Director's Report (*Exhibit E*) which was also included in the updated agenda packet and posted on the MWSW website. Topics covered in the report included the Governor's State workforce plan, annual planning information and workforce analysis reports that can be used for updating the local plan; a research paper aligning economic development and workforce development policies and practices to center low-wage workers; the State budget; and WIOA reauthorization. The link to the Director's Report and the information and links within it was sent to members prior to and following the meeting.

Ms. Bibb reported that Susan Corbin, the Director of Michigan Department of Labor and Economic Opportunity (LEO), was scheduled to attend today's meeting; however, this has been postponed to the September meeting that will be held in Three Rivers. The State legislature has a July 1 deadline to wrap-up the budget process. MW! Directors and the MW! Association will continue to reach out to elected officials to reiterate state legislative priorities to increase GPTF, Barrier Removal funding and youth career exploration funding.

A handout was distributed at the meeting that provided an overview of the Barrier Removal funding, how it was utilized around the state, and the potential impact if those funds are no longer allocated to Michigan Works! Agencies as they have been for the last few years. Locally, the funds were used to support the Clean Slate program, the ERN®, and support services to the ALICE population. Regarding WIOA reauthorization, the House passed a bill called A Stronger Workforce for America Act. The bill proposes some great improvements to WIOA, as well as some

significant changes that are concerning. Links to a fact sheet, a section by section summary, and to the complete bill were provided in the written Director’s report.

OLD BUSINESS

None.

PUBLIC TIME

No comments.

MEMBERS’ TIME

Jill Bland reported that the 2024 Southwest Michigan Supplier Summit will be held on Tuesday, May 21, 2024, from 8:30 a.m. to 12:00 p.m. at FireKeepers Casino & Hotel in Battle Creek. Pure Michigan Business Connect (PMBC) is partnering with Southwest Michigan First and a regional partner group to host this event. This event is designed to support small businesses interested in showcasing their capabilities to local buyers by providing them with a variety of resources that will enable them to put their best foot forward.

Dave Maurer reported the Michigan Manufacturers Association Workforce Solutions Regional Meeting will be held on Tuesday, May 21, 2024, from 11:30 a.m. to 2:00 p.m. at the Kalamazoo Radisson. Jakki Bungart-Bibb is one of the panelists presenting at the event and attendees will hear powerful stories and have access to tactical solutions.

Kris Jenkins reported there will be a Cultural Jubilee in Coldwater on Saturday, May 18, 2024, from 10:00 a.m. to 4:00 p.m. This family-friendly event, held on South Hanchett Street and Tibbits Plaza and will include displays, exhibits, and activities, as well as a market area, a stage for entertainment, and an area for presentations and conversations.

MEETING FOLLOW-UP

Links to further information regarding items reported on during Committee Reports, Business Solutions, Operations, Director’s Reports, and Member’s Time were emailed to WDB members following the meeting.

UPCOMING MEETINGS

Jackie Murray referred members to the list of upcoming WDB meetings that were listed on the agenda.

- The next Full Workforce Development Board meeting is Thursday, September 19, 2024 from 9:00-10:30 a.m. at the Three Rivers Chamber of Commerce, 1116 N. Main Street, Three Rivers, Michigan.
- The next Executive Committee meeting is Thursday, June 20, 2024 from 9:00-10:30 a.m.
- The next Monitoring and Evaluation Committee is Tuesday, May 21, 2024 from 8:00-9:30 a.m.
- The next Disability Awareness Resource Team (DART) meeting is Tuesday, June 11, 2024 from 2:00-4:00 p.m. (this meeting was cancelled)
- The next Career Educational Advisory Council (CEAC) meeting is Monday, September 19, 2024 from 1:00-3:00 p.m.

ADJOURNMENT

There being no other reports or business for the Board, the meeting was adjourned at 10:27 a.m.

Kathy Olsen Date

Jackie Murray Date

APPROVED

These minutes were approved on _____