
NORTHWEST MICHIGAN WORKFORCE DEVELOPMENT BOARD

Monday, July 10, 2006

MEETING MINUTES

Call to Order / Approval of Minutes

Dave Adams, WDB Chair, called the Northwest Michigan Workforce Development Board to order at 6:00 p.m. on Monday, July 10, 2006 at the Traverse City *Michigan Works!* Center, and welcomed everyone.

Minutes of May 8, 2006 WDB meeting

Dave asked if there were any changes needed to the WDB meeting minutes from May 8, 2006, that were mailed earlier for review. There being none, he asked for a motion to approve the minutes.

Motion by D. Parks, supported by P. Pallas to approve the May 8, 2006 meeting minutes for the WDB as submitted. Motion carried.

Financial Report

Charlene Schlueter, Associate Director for Information Services, presented the budget and expenditure report for May, 2006, and pointed out a few changes for the FY 06 (10/1/2005 thru 9/30/2006). Questions were answered.

Motion by J. Barnard, supported by S. Smith to accept the Budget & Expenditure Report as presented. Motion carried.

Public Comment

There was no public comment.

EAG appointment (enclosure; action required)

Elaine Wood, Deputy Director, introduced Susan Auer, new Program Development Coordinator at the Council of Governments. Susan explained that the Education Advisory Group is appointed by the Workforce Development Board to prepare the region's Career Alignment Plan, to participate in the board's strategic planning process, and to advise the board on a variety of issues related to youth and education. Dr. Robert VanDellen would be an addition to the board, not replacing a board member. He will be a valuable addition because he has experience with Workforce Investment Act (WIA) and Trade Adjustment Act (TAA) clients that are enrolled in classroom training at Baker College. Staff recommends that Dr. Robert VanDellen, Baker College President, be appointed to the Education Advisory Group. Questions were answered.

Motion by D. Smith, supported by J. Barnard to appoint Dr. Robert VanDellen to the EAG. Motion carried.

Talent Bank report (enclosure)

Elaine explained the report was the result of a questionnaire given to employers using the MI Works! for posting jobs and employee recruitment. The Talent Bank overall satisfaction rate is pretty high for our area – 72%. The State has control over the Talent Bank. Council of Governments and MI Works! can only inform them when things aren't working, and after time and other complaints, there might be a change. There have been some good improvements in the past couple of years. Questions were answered.

MiOP report (enclosure)

Elaine reported that MiOp is an initiative of Governor Granholm, and it's a collection of different programs. It's a way for employers to pledge job openings. MI Works! collects the pledges and then places people into those jobs. The goal is to stimulate economic activity in the state. The purpose of the report was to show the board how well Northwest Michigan is doing compared to the rest of the state on the smallest portion of the money. It is a direct reflection on the wonderful job the Business Liaisons are doing with the great support from the Career Advisors. Bud added that the way MI Works! is run in the Northwest region is also a contributing factor to the successful numbers, and Elaine continued by stating the Northwest MI Works! looks at the employers as the primary customer, whereas the job seekers are the primary customer in most other MI Works! Agencies.

Incumbent Worker Plan (enclosure; action required)

Susan explained that the Department of Labor and Economic Growth (DELEG) has allocated WIA statewide discretionary funds to the Michigan Works! Agencies for Incumbent Worker Programs. DLEG's goal for the program has been to increase productivity for Michigan businesses by upgrading the skills of their employees, and to reduce the potential for closures and lay-offs within the companies involved. Three specific strategies for the program are to integrate economic & workforce development programs, to foster regional skills alliances, and to incorporate and elevate the role community colleges undertake regarding workforce and economic development. Questions were answered.

Motion by E. Carter, supported by D. Smith to indorse the Incumbent Worker Plan. Motion carried.

TeamWork NorthWest report (enclosure)

Elaine announced that TeamWork NorthWest was awarded a \$109,000 grant from United Way Impact 1000 which will allow the program to continue and grow for the next couple of years. The program is currently in two counties, Grand Traverse & Benzie, with specific employers for people who are at risk for job loss due to all kinds of factors. Kalkaska is the next county to which the program will be expanded. Job retention past 90 days is a big issue, and none of the official programs address this because it's expensive to do. The goal with TeamWork NorthWest is to have the businesses help fund the program after 3 years with a portion of their savings from lower job turnover. Questions were answered.

“Creating the 21st Century Workforce” initiative (handout distributed at meeting)

Elaine said this regional planning initiative is intended to support collaborative strategic planning of all community stakeholders interested in contributing to their area's workforce and economic development. A major focus of the initiative will be the development of a regional community action plan to address economic dislocation and to support business and workforce development that will be competitive in the global economy. The Michigan Works! Agencies will have the responsibility to convene regional partners and facilitate the regional planning process. This will take place over the next couple of months. Questions were answered.

USDOL High Growth Job Training grant application (handout distributed at the meeting)

Elaine explained that USDOL has issued an RFP for a grant opportunity of \$750,000 to \$1.5 million for a three-year period for High Growth Job Training Initiative -Advanced Manufacturing. The USDOL defines advanced manufacturing as the use of technology or other productivity-enhancing business processes in the manufacturing enterprise and/or value-added supply chain. These advanced manufacturing technologies and processes may be used in a variety of industries. This is a strategic effort to prepare workers for new and increasing job opportunities in high-growth, high-demand, and economically vital industries and sectors of the American economy. USDOL had identified 14 high-growth, high-demand industries and identified a core set of workforce challenges that are common to all 14 target industries. Questions were answered.

Motion by N. Kalchik, supported by D. Parkes to submit and be a partner in the USDOL grant application. Motion carried.

Mi. Prisoner Re-entry Initiative (MPRI) report (to be distributed at the meeting)

Kirt Babb, Mi. Prisoner Re-Entry Initiative – Community Coordinator, gave a report for the first 6 months October 1, 2005 through April 30, 2005. Questions were answered.

Beaver Island annual retreat – September 7-8, 2006

Dave reminded everyone about Beaver Island annual retreat coming up in September.

Correspondence

Correspondence was included with the packet. Elaine added that an article came in about KAL-TEC in the Kalkaska paper after the packet went out, which was distributed, as well as a couple success stories. This is something new for the board to see how COG/MI Works! is making a difference.

Other

Next meeting will be on Beaver Island. No further business was brought up, so the meeting was adjourned by consensus at 7:05 p.m.

Respectfully submitted,

Denise Culman
Recording Secretary

Please check off your name.

Sign In

Sign In Sheet

Workforce Development Board

Please Check	Name	Outside Affiliation	<u>WDB Representation</u>
<input checked="" type="checkbox"/>	1. Adams, David	Owner/Operator, Bear Lake Hardware,	Business/Manistee
<input checked="" type="checkbox"/>	2. Barnard, Jim	Owner, Barnard Engineering	Business/Antrim
<input checked="" type="checkbox"/>	3. Bollman, Ken	President, Saber Tool Company	Business/Wexford
<input checked="" type="checkbox"/>	4. Branch, Cynthia	H.R. Manager Avon Rubber & Plastics Inc	Business/Wexford
<input checked="" type="checkbox"/>	5. Carter, Elaine	Area Manager, MI Rehab. Services	Rehabilitation
<input type="checkbox"/>	6. Cunningham, Douglas	Sheet Metal Workers Local 7	Labor
<input checked="" type="checkbox"/>	7. Dillon, Charles	President, West Shore Community College	Post Secondary Ed
<input checked="" type="checkbox"/>	8. Eichberger, Don	Manager, H.W. Jencks Inc.	Business/Benzie
<input checked="" type="checkbox"/>	9. Garthe, Kathy	Director, Leelanua Memorial Health Center	Business/Leelanua
<input type="checkbox"/>	10. Hamilton Jr., Dorrwayne	Plant Manager, Politech Machine Corp	Business/Missaukee
<input checked="" type="checkbox"/>	11. Hresko, Paul	Plant Manager, Alken-Ziegler	Business/Kalkaska
<input checked="" type="checkbox"/>	12. Kalchik, Nathan	Project Manager, Kal Excavating Co .	Business/Leelanau
<input checked="" type="checkbox"/>	13. Kuras, Jan	Business Manager, Midwest Forge Co.	Business/Kalkaska
<input checked="" type="checkbox"/>	14. Kurtz, John	President, Charlevoix State Bank	Business/Charlevoix
<input type="checkbox"/>	15. Marois, Mary	Grand Traverse/Leelanau	FIA
<input checked="" type="checkbox"/>	16. Nugent, Steven	Dir. Of Marketing, Graceland Fruit	Business/Benzie
<input checked="" type="checkbox"/>	17. Pallas, Pete	Human Resource Mgr. Northern Diecast Corp	Business/Emmet
<input checked="" type="checkbox"/>	18. Parkes, Doug	Vice-President, West Shore Bank	Business/Manistee
<input checked="" type="checkbox"/>	19. Perdue, Steve	Exec. Director GTP Industries Inc.	Comm.Based Org
<input checked="" type="checkbox"/>	20. Peters, Sue	VP/Human Resources Munson	Business/G.Traverse
<input checked="" type="checkbox"/>	21. Rives, Jerald	President, Elk Lake Tool Co.	Business/Antrim
<input checked="" type="checkbox"/>	22. Smith, Don	CMH Board Member	At Large
<input type="checkbox"/>	23. Smith, Jim	NMC/ Tool North, Inc.	Students
<input checked="" type="checkbox"/>	24. Smith, Stafford	Chairman of the Board/Stafford's Hospitality	Business/Emmet
<input type="checkbox"/>	25. Tencza, Bill	President, Cadillac Chamber of Comm.	Economic Devel
<input checked="" type="checkbox"/>	26. Toth, John	President, Central Labor Council	Labor
<input checked="" type="checkbox"/>	27. Tucker, Randy	Dir. Of Operations, Sara Lee Bakery	Business/Gr.Traverse
<input type="checkbox"/>	28. Ward, Pam	Director, Child Care Connections	Business/Gr.Traverse

July 10, 2006

Others
Please Print **Legibly**

Name

Organization

1.	Jerry Svendor	West Shore Comm. College
2.	Bill Woodrow	MI Works!
3.	Janie McNabb	COG
4.	Paul Unkefer	MI Works
5.	Jan Warren	COG
6.	Bill Woodrow	MI Works!
7.	Steve Shugart	COG
8.	Charlene Schlueter	COG
9.	Elaine Wood	COG
10.	Bud Shipstead	COG
11.	Denise Culman	COG
12.	Kirt Baab	COG
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