
NORTHWEST MICHIGAN WORKFORCE DEVELOPMENT BOARD

Monday, June 9, 2008

MEETING MINUTES

Call to Order

Dave Adams, Chair, called the Northwest Michigan Workforce Development Board to order at 6:05 p.m. on Monday, June 9, 2008 at the Traverse City *Michigan Works!* Center, and welcomed everyone. Dave introduced two new board members, Michelle Heckman & Gene Kaminski, then he asked for introductions around the room.

Board member Gretchen Crum was presented with a plaque to say “Thank You” for the donation of tickets to the fun park at Boyne Mountain for the Beaver Island Lighthouse School students.

Approval of the agenda

Dave asked for the approval of the agenda.

Motion by J. Barnard, supported by S. Smith to approve the agenda. Motion carried.

Minutes of April 14, 2008 WDB meeting

Dave asked if there were any changes needed to the WDB meeting minutes from April 14, 2008, which were mailed earlier for review. There being none, he asked for a motion to approve the minutes.

Motion by D. Parks, supported by D. Smith to approve the April 14, 2008 meeting minutes as submitted. Motion carried.

Public comment

There was no public comment.

Financial Report

Charlene Schlueter, Associate Director for Information Services, presented the financial report for Amended Budget for FY 08 (10/1/07 – 9/30/08) and Actual Expenses for April. There were no questions, so Dave asked for a motion.

Motion by J. Barnard, supported by T. Phillips to approve the financial report. Motion carried.

Comprehensive Economic Development Strategy (CEDS) (enclosure; action required)

Matt McCauley, Associate Director for Regional Planning & Community Development, went over the current CEDS document. The Economic Development Administration requires the document be revamped every three years and provide addition data on a yearly basis. The current project list isn't complete; requests are still being sent in, and it should be completed by the end of the month. This list can be amended any time of the year. Questions were answered.

Motion by D. Eichberger, supported by J. Barnard to approve the CEDS document as presented. Motion carried.

Community College Bonding Program – Tim Nelson, President, Northwestern Michigan College

Tim explained the essence of this pending legislation, which allows community colleges, working hand-in-hand with Michigan Works!, to develop training programs for companies and recover the cost of training through the increase in income taxes paid by the new workers. There was considerable discussion.

Motion by D. Behring, supported by J. Rives, to support this new initiative as presented and to send a letter of support to the legislature. Motion carried. (Chuck Dillon abstained.)

Selection of service provider for Michigan Works programs

Janie McNabb, Community Relations Coordinator, said NMWCOG is required to go out for bids for all of the workforce development programs every two years. A legal notice seeking qualified bidders was placed in the four daily newspapers. The Traverse Bay Intermediate School District (TBAISD) was the only organization to respond. They have been the contractor for Michigan Works! programs for many years, and have done an outstanding job. TBAISD's proposal was rated independently by two NWMCOG staff members, and their proposal meets all requirements. Staff recommends granting the contract for Michigan Works! programs to TBAISD for a two-year period beginning July 1, 2008.

Motion by D. Behring, supported by D. Smith to approve TBAISD as the service provider for Michigan Works programs for the two year period beginning July 1, 2008. Motion carried.

Michigan Works! Return on Investment

Elaine went over the report and explained that the Michigan Works! Association puts this report out each year for statewide Michigan Works! Service Centers. This doesn't reflect the NW area numbers, which typically tend to be better than the statewide average. The report can be a useful tool explaining how the investment of federal dollars has a very positive return to the taxpayers. Questions were answered.

Employment Service Plan

Janie explained ES is delivered as the "front end" services for all job seeker customers in the 5 Northwest MI Works! Services Centers. It is also the "front end" of services for employer customers, followed with more specific, targeted services based on need. Questions were answered. Dave asked for a motion.

Motion by D. Behring, supported by J. Barnard to approve the Employment Service (ES) Plan. Motion carried.

Steven M. R. Covey event

Elaine reminded everyone that this flyer was in the last meeting's packet. Steven M. R. Covey is a dynamic speaker and it's sure to be a great presentation. The event is a fundraiser for the SBTDC (Small Business & Technology Development Center) and the COG has purchased a table, so any of the board members that would like to attend please sign up.

Michigan Works! Business Services brochure

Elaine presented the new MI Works! Business Services brochure that just came off the press. It will be a great tool for the Business Liaisons when they are calling on companies. The brochure summarizes all the programs and services available. They were designed so they can be updated easily and relatively inexpensively. The brochures are available to any board member that would like to use them in a presentation.

Recognition of awards to regional businesses- short video presentation

Janie recognized companies receiving awards at the Michigan Celebrates Small Business awards ceremony that took place in Lansing. The Edward Lowe Foundation recognized 50 excellent Michigan Companies in their growth stage. Three companies in the NW region were selected: Grand Traverse Pie Company, Food for Thought, and BaaBaaZuZu. She also said Regional Director of SBTDC, Chris Wendel, nominated Higher Grounds Trading Company and was recognized as the extraordinary business from across the state in Northwest Michigan. A video presentation was played.

MPRI Comprehensive Plan for FY 09

Elaine explained this program is growing. The NW area is a pilot and research site again for the state. The two newest programs are: Domestic Violence Prevention Services & Family Services - a half a million dollars will be received for just those two programs. WDB member Tom Phillips sits on the MPRI board and the grants & contracts go through the NW MI Council of Governments Board, but staff would like the WDB to know how this program is going. This fall there should be a comprehensive report on this program.

Annual Retreat at Beaver Island, September 4-5, 2008

An email and snail mail will be sent out in the next couple of weeks. Please mark the days on your calendars. Charlene mentioned the first retreat was 1984 and this is the 24th year. The topic this year is the "New Economy/Knowledge Economy" and what the communities need to do to prepare for the changes.

Correspondence

Correspondence was included with the packet.

Other

No further business was brought up, so the meeting was adjourned by consensus at 7:15 p.m.

Respectfully submitted,

Denise Culman
Recording Secretary

Please check off your name, Sign In Sheet

Workforce Development Board

Please Check	Name	Outside Affiliation	WDB Representation
<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. Behring, Daniel	Owner, S.Q.T. System	Business/Manistee
<input type="checkbox"/>	4. Bollman, Ken	President, Saber Tool Company	Business/Wexford
<input checked="" type="checkbox"/>	5. Carter, Elaine	Area Manager, MI Rehab. Services	Rehabilitation
<input checked="" type="checkbox"/>	6. Crum, Gretchen	Personnel Director, Boyne USA	Business/Emmet
<input type="checkbox"/>	7. Cunningham, Douglas	Sheet Metal Workers Local 7	Labor
<input checked="" type="checkbox"/>	8. Dillon, Charles	President, West Shore Community College	Post Secondary Ed
<input checked="" type="checkbox"/>	9. Eichberger, Don	Manager, H.W. Jencks Inc.	Business/Benzie
<input checked="" type="checkbox"/>	10. Hamilton Jr., Dorrwayne	Plant Manager, Politech Machine Corp	Business/Missaukee
<input checked="" type="checkbox"/>	11. Heckman, Michelle	Human Resource Manager, Kalkaska Screw Project	Business/Kalkaska
<input checked="" type="checkbox"/>	12. Kalchik, Nathan	Project Manager, Kal Excavating Co	Business/Leelanau
<input checked="" type="checkbox"/>	13. Kaminski, Gene	H.R. & V. P., Northern Michigan Hospital	Business/Emmet
<input checked="" type="checkbox"/>	14. Korthase, Jane	Human Resource Dir. Grandvue Medical Care Facility	Business/Charlevoix
<input type="checkbox"/>	15. Mitchell, Laura	Human Resource Manager, Wayne Wire Cloth Products	Business/Kalkaska
<input checked="" type="checkbox"/>	16. Nugent, Steven	Dir. Of Marketing, Graceland Fruit	Business/Benzie
<input checked="" type="checkbox"/>	17. Parkes, Doug	Manistee County School Board	K12 Education
<input type="checkbox"/>	18. Perdue, Steve	Exec. Director GTP Industries Inc.	Community Based Org.
<input checked="" type="checkbox"/>	19. Peters, Sue	VP/Human Resources Munson	Business/Gr.Traverse
<input checked="" type="checkbox"/>	20. Phillips, Thomas	Warden, Pugsley Correctional Facility	Community Corrections
<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. Steimel, Al	Plant Manager, Leelanau Fruit Company	Business/Leelanau
<input type="checkbox"/>	26. Tencza, Bill	President, Cadillac Chamber of Commerce	Economic Devel
<input checked="" type="checkbox"/>	27. Toth, John	President, Central Labor Council	Labor
<input checked="" type="checkbox"/>	28. Tucker, Randy	Dir. Of Operations, Sara Lee Bakery	Business/Gr.Traverse
<input checked="" type="checkbox"/>	29. Van Houten, Dave	Director, Wexford/Missaukee	DHS
<input checked="" type="checkbox"/>	30. Ward, Pam	Director, Child Care Connections	Business/Gr.Traverse

June 9, 2008

