

MICHIGAN WORKS! WEST CENTRAL
WDB/LEO JOINT MEETING
WHEATLAND TOWNSHIP HALL
WEDNESDAY, OCTOBER 4, 2017

MINUTES

LEO Members Present

Andersen, Janet
Byl, Larry
Emig, Larry
Howard, Linda
Walls, Karl
Warba, Mark
Willett, Vern

WDB Members Present

Booyinga, Voni
Kosheba, Dan
Massy, Dan
Merriam, David
Pasley, Julia
Roberts, Carla
Schurkamp, Christine
Smith-Olson, Debbie
Stark, Liz
Thompson, Sheri
Trucks, Mary
Visser, William
Vyse-Staszak, Janet

Others Present

Albanesi, Angie – Hope Network
Bell, Tamara – WDA
Bozeman, Jerri – Hope Network
Daly, Jennifer – NCRESA

LEO Members Absent

Ortwein, Chris
Johnson, Les

WDB Members Absent

Cooper, David
Eisler, David
Ferguson, Tim
Fisk, Dena
Frey, Amy
Griffin, Nancy
Gustad, Eric
Marek, Ron
Martin, Don
Romanowski, Cynthia
Splane, Rob

Michigan Works! West Central Staff

Griffith, Paul Keene, Shelly
Shoemaker, Connie

Isaac, Michael – TAA Participant
Kuchnicki, Donald – Telamon Corporation
Spedowske, Gretchen – NCRESA
Sweigart, Lynda – Hope Network

Call to Order

LEO Chairperson, Larry Emig brought the joint meeting of the Workforce Development Board/Local Elected Officials to order at 12:43 p.m. at the Wheatland Township Hall. A quorum is present of both the LEO but not the WDB.

Introduction of Guests

Guests were introduced and welcomed.

Voni Booyinga introduced Tamara Bell. Tamara is a TIA employee with much of her work experience being with DHHS. She has been assigned to West Central and starting the first of the year, she will be West Central's new liaison, replacing Voni.

David Merriam asked for a count for those who would be going on the tour so he can plan ahead.

Note: Debbie Smith-Olson arrived 12:46 p.m.

We have a quorum of the WDB

Consent Agenda (Action Item)

- ◇ Minutes of August 2, 2017 WDB/LEO Joint Meeting – Emailed Prior
- ◇ August Financial Report – Emailed Prior/Handout (Goldenrod)

Carla Roberts moved to accept the Consent Agenda as presented; supported by Sheri Thompson; motion accepted unanimously by both the LEO and the WDB. 12:48 p.m.

Showcase: Michael Isaac, TAA Participant, & Jennifer Daly, ES Manager

Jennifer Daly explained that Michael Isaac was laid off from Steelcase in 2014, where he had been employed for 20 years.

Michael initially came into the Big Rapids Center August 2014 to inquire about Trade Act assistance. He has worked with several Case Managers over the years – Amanda Hicks, Stacie Dvonch, Jennifer Daly and for the past year has worked with Chad Marr.

The Case Managers not only helped coordinate services between Michigan Works! and Baker College, but also assisted with the obstacles connected to the Unemployment Agency.

Michael graduated in March with his Associate's Degree majoring as a welder.

Michael Isaac thanked the Boards for the opportunity for him to go back to school to learn a trade, which is a most valuable benefit. It has allowed him to move on to the next stage of his life and appreciates the assistance he has received. He said, "if the only thing I communicate to you today is that I'm grateful for the program being in existence, then I have had a success in speaking to you today." He hopes now to take the skills he's learned and mesh them with the skills that he previously had and provide some good value to the community because of going through the program.

He said he would be remiss if he did not mention the people that he worked with, those who handled his case. He had four names of those he worked with, Jennifer Daly, Stacie Dvonch, Amanda Hicks and Chad Marr – Jennifer is the only one he has ever met – the others he communicated via telephone and email. He was emphatic that these people that he worked with crushed the stereotype of civil service. Without exception when he came into the Center or when he wrote an email or made a phone call, he received professional service, efficient service, respectful service and responses were always quick and accurate. They addressed the issues he had and in many cases, it went far beyond what he expected. For instance, he received a letter from the IRS referencing a tax credit for his health insurance and the case managers rallied around and got him the letter IRS said they wanted. He had sent them every document they had asked for in the paperwork to apply for this credit.

He also received help with the UIA 1680, it is a form that at the end of each term you have to send in to the Unemployment Insurance Agency – it has to be mailed or faxed, they do not have the ability to receive the documents as attachments in email. So Jennifer told him right away that when he did that form to submit it through the Case Manager and they would fax it for him. This turned out to be very valuable information as the two and a half years unfolded because with only one

exception the Unemployment Insurance Agency sent him notifications that were sometimes scary that they had not received his 1680 form. The Case Managers were always able to provide a date stamped copy of the receipt that it was sent and that was very, very helpful and certainly eliminated a lot of stress knowing he had that support.

He thanked Jennifer, all her staff, and all those he worked with, what a great experience for him.

As a result of all this, he and his wife have formed a limited liability company called “MI 2 Welding and Metal Fabrication.” They have some products to pitch to a retailer in Grand Rapids for the winter – they have the opportunity to bid on some production work for a man who wants to make cemetery urns and they continue to develop new ideas for other products. From his point of view, none of this would have been possible if this program did not exist. So again thank you very much for this opportunity.

Larry stated that it's good to hear how these programs work and thank you for the kudos for the staff that are there on the front lines.

Note: Debbie Smith-Olson took the chair 12:58 p.m.

Plans/Modifications Summary – Handout *Blue (Action Item)*

1. PATH Plan 18-00 (PI 17-XX, draft) *Action – Signatures Required*

This is the Plan for customers who apply for or are receiving public cash assistance. Hope Network staff work closely with DHHS staff. There is a 21-day Applicant Eligibility Period (AEP) to prepare and engage applicants in positive activities that promote job readiness and meeting the work participation requirements. These efforts continue for the duration of the customer's participation with DHHS and Michigan Works! This plan begins October 1st and the overall budget is \$795,448 in federal and \$129,894 in state funding for a total of \$925,342.

2. Community Ventures – *No action required*

The State of Michigan approached Michigan Works! West Central in June to add the Community Ventures Program (CV) to our current Offender Success State Contract. The Community Ventures Program (CV) is designed to empower talent strategies and to create safer and vibrant communities. Services and activities under Community Ventures will result in providing real jobs for structurally unemployed people with low employment prospects, addressing and removing barriers for employment, including provision of additional services such as mentoring, literacy support and financial literacy assistance as employee retention strategies. The ultimate goal is to provide a talent match and supportive resources to employers to ensure that participating job applicants are provided with a career pathway with permanent full time employment.

Michigan Works! West Central released an RFP to obtain a service provider to provide the CV services. ACSET, West Michigan Works!, has been awarded a contract for a time period of September 1, 2017 to December 31, 2017. Up to 209 participants may receive services in the designated service area during the four-month period. The service area consists of the Greater Grand Rapids area, Greater Muskegon area, including but not limited to Muskegon Heights.

3. Career Connect – *No action required*

Mecosta Osceola ISD has submitted a grant application for a pilot program, “Career Connect” that includes Adult Education, Career Technical Education (CTE) and Michigan Works!. The program is designed for those individuals who are in need of a GED or High School Diploma to receive free CTE training and also job readiness skills from Michigan Works!. Tentatively, Michigan Works! will be receiving \$8,000 to assist in the expense of the job readiness skills.

Larry Emig moved to approve the PATH Plan 18-00 as presented by Shelly Keene; supported by Janet Vyse-Staszak; motion accepted unanimously by both the LEO and the WDB. 1:09 p.m.

Personnel Committee Report – Emailed Prior (*Action Item*)

Larry Byl moved to accept the recommendations of the Personnel Committee; supported by David Merriam; motion accepted unanimously by both the LEO and the WDB. 1:18 p.m.

Fraud Policy Acknowledgment – Emailed Prior

Paul explained that both Boards approved the Fraud Policy in October 2007. The auditors recommended at that time to have the Board members, staff and Service Providers of Michigan Works! acknowledge this policy annually.

August Program Reports – Handout

◇ Enrollment/Expenditures Reports

Paul explained that these reports are pretty standard, just starting out with the WIOA programs so there is not a lot of numbers to compare. The only exception would be the PATH program in which we only have one more month to go. What has been changed is every year up to now, MWAs have had to “land” exactly on the dollar of the allocation and whatever was not spent had to be given back. The State experimented last year with the Flint/Thumb Area Michigan Works! Agency, by providing them a fifth quarter to spend the entire allocation. That went well, so the state changed the policy so now all MWAs have one additional quarter. Therefore, the quarter we are now in starting October 1 until December 31, we have to spend whatever we have remaining. This is a huge change and really does help because without that change this year we

would be returning several thousand dollars. West Central has pretty close to a perfect record of not returning any dollars in this program.

Paul explained that three staff are not here today because Brigitte is preparing for the auditors next week and Merri & Jon are working to meet Friday's deadline for accepting applications from employers for Skilled Trades Training Funds (STTF).

Outreach Activities

◇ Osceola County ERN (Employer Resource Network)

The Osceola County Employer Resource Network (ERN) is a result of Project Rising Tide. Evert was identified by the Governor's Office as an "at risk community." This was identified as one of the main issues that needed to be addressed for workforce development. It was suggested that an ERN would benefit not only Evert, but also all of Osceola County. An exploratory committee was formed and met in Evert on the 2nd of October. The committee is made up of a representative from Michigan Works! West Central, Mecosta/Osceola DHHS, Ventra, Evert Schools, the Osceola County Economic Development and a representative from a group known as the Friends of Evert. We are currently in the process of identifying employers that would like to be involved and plan to meet again in November.

◇ Discover Manufacturing

Discover Manufacturing is a national event with a coordinated effort between Michigan Works! Agencies, Economic Development Agencies, Career Centers and Chambers of Commerce to sponsor events to inform students about the common misconceptions about manufacturing. Michigan Works! West Central was asked to participate, in prior years only West Michigan Works! had taken part. Four of the six counties in the West Central Region (Mason, Mecosta, Newaygo and Oceana) have elected to take part. It is scheduled for the week October 2-6.

- ✓ October 4, 2017 Mason County is holding an Open House in the Junior High gymnasium. Students from West Shore ESD, Ludington Area Schools, Mason County Central, Mason County Eastern and West Shore Community College were all invited. Employers include Occidental Chemical, Harsco Rail and FloraCraft.
- ✓ October 5, 2017 Valley City Metals in Oceana County is hosting tours and an open house on site in Shelby. A small, targeted group of students from Shelby Middle School and West Shore ESD will attend and the event is open to the public.
- ✓ October 5, 2017 area students in Newaygo County will visit Bucher Hydraulics and Magna Mirrors.
- ✓ October 6, 2017 in Mecosta County about 130 eighth-grade students will travel to Haworth Components, Hamtech Inc., Original Footwear (formerly Wolverine World Wide) and Fluid Routing Systems.
- ✓ October 2, 2017 the Pioneer Group published a special Manufacturing Day insert with advertisements sponsored by employers and Michigan Works! West Central. These papers will be distributed to the students prior to the tour on the 6th.

◇ Apprenticeship Week

Michigan Works! agencies are working with companies to educate employers about USDOL Registered Apprenticeships, as well as working with schools on educating students. As part of that, Merri spoke to middle schools and high school counselors at the Fremont Community Foundation in September and did a brief power point presentation. Many of the MWAs are taking part in National Apprenticeship Week, which is November 13-19. In Mason County Merri will be partnering with Northwest Michigan Works! in Manistee and West Shore Community College to schedule an event. In Newaygo County Jonathan is working with NCRESA on

scheduling an event. If anyone is interested in taking part in any of our counties, please contact Jonathon or Merri.

Business Activity – Handouts

◇ Job Postings

Between Jon, Merri and ES staff, approximately 120 job postings were entered for August/September; this is slightly lower than June/July because the summer hiring season slowed down at the end of August.

◇ Job Fairs/Open Houses

- ✓ Michigan Works! West Central partnered with the new Reed City Fields Assisted Living facility who held a hiring event on site.
- ✓ West Central partnered with Networks Northwest to advertise a job fair for Cadillac-based Avon Automotive. The event was held at the Tustin Community Library and geared toward recruiting Osceola County residents.
- ✓ Adecco Staffing and Magna Mirrors held a job fair at the Fremont Workforce Service Center and Adecco plans to host another job fair this fall on the east side of Newaygo County.
- ✓ FIAMM Technologies, also is based in Cadillac, held a job fair at the Reed City Workforce Service Center and they plan to host another job fair in the near future.
- ✓ Pittsburgh Glass Works held a job fair at the Reed City Center looking to hire quality and production workers.
- ✓ Harbor Freight Tools, which will be opening soon in Ludington held a job fair at the Ludington Workforce Service Center the same week the Lakeshore Resource Network opened. They are also using the Service Center for on-board training for new hires.
- ✓ Randstad staffing held a hiring event for Haworth

- ✓ Samaritans held a job fair looking for caregivers

- ◇ Skilled Trades Training

The application period for the Skilled Trades Training Fund ends Friday, the 6th of October at 5:00 p.m. As of October 4th Merri and Jonathan, expect to submit a total of 36 STTF applications. Broken down by counties Jonathan expects to submit 16 STTF applications in Mecosta, Newaygo and Osceola counties, with five including USDOL registered apprenticeships. Merri expects to submit 20 applications from Lake, Mason and Oceana counties with two including USDOL apprenticeships. Many applications are from first time applicants.

- ◇ GEO

Jerri Bozeman reported that a letter was sent on August 28, 2017 to all GEO employees who attended the Rapid Response meeting informing them of the approval by the MDOC Training Council, of the two-year work experience being substituted for the education requirements. We also included a list of the Michigan One-Stop Service Centers and our flyer of the resources available. We also asked them to call or email Jerri Bozeman if they were to get hired by the State of Michigan MDOC. Since the mailing, we have intakes today (October 4th) for two individuals for truck driving school, bringing our total for truck driving to 11.

- ◇ WWW/Original Footwear

Paul explained that Wolverine World Wide has been sold to Original Footwear; West Central sees this as a very positive move. Wolverine World Wide is a very large organization, traded on the New York Stock Exchange but there has been a cloud over the Big Rapids plant for the last two or three years in terms of debating on whether they really do meet the definition of small business. When doing Federal Procurement for Federal contracts, small business, women owned businesses, minority owned businesses, veteran owned all get “bonus points” for being in one of

those categories. There is a Senator in Illinois that has brought attention to this and has a company in Illinois that “really” is small business and he says they are being over looked.

Mayor Warba stated that out of 300 to 400 employees, only eight were affected by this and those were employees who retired. It was a pleasure to meet the new owners and the abatement that Wolverine had will carry over to the new company.

Offender Success Update – Handout

Shelly explained that the chart handed out illustrates all the Service Providers that West Central is working with in the 13 county region for the Offender Success program effective October 1st. At the last meeting, seven RFPs had just been released for the procurement process. There are Service Providers who were awarded additional counties in addition to a few new Service Providers altogether.

For the RFP process, West Central received 61 responses and of those, 55 were awarded. There are still a few housing contracts that are pending. So beginning Sunday, West Central has 39 total Service Providers with 55 unique agreements with the possibility of up to 62.

PY 2016 Annual Audit

The Annual Audit is scheduled for the week of October 9, 2017. An electronic copy will be sent to each Board member. The practice has been if there are no questioned costs or disallowed costs, we will not ask the auditor to come to the December joint meeting. If there are questioned costs or disallowed costs then West Central will invite the auditor to come to the December meeting or join us electronically so questions can be asked of the auditors directly.

Lakeshore Resource Network Open House – Handout

The Open House for the Lakeshore Resource Network will be Tuesday, October 17 from 3:00 to 6:00 p.m. – all are welcome.

Paramedic Training – Handout

Shelly stated that a story on Life EMS training appeared in the Reed City paper for the Osceola EMTs. They were doing an incentive for their current employees to upscale them to become Certified Paramedics. Shelly met with them and they invited Mecosta County to attend the meetings as well. They ended up doing some Incumbent Worker Training for Mecosta County. It ended up being extended to all six of our counties and we had 18 participants that qualified to become Certified Paramedics. It started September 21st and goes until November 2018. It is a rather lengthy program (every Tuesday and Thursday) because this schedule allows the trainees to continue to work full time during the training. West Central was able to assist and pay for training for 14 of the 18 and the other four were through Incumbent Worker Training.

Fremont Regional Digester – Handout

Paul explained that several years ago this was an \$18 million start-up that went “bad” as far as the investment arrangement. The facility sat idle for two years after it had been operating for only a short period of time. It went through bankruptcy court and is finally back up and running. We are expecting to get an STTF application from them.

Labor Force Participation Rate – Handout

Paul stated that this information was given out at the Michigan Works! Conference and it does an excellent job of illustrating the recent focus on the Labor Force Participation Rate, given the issue of

an available workforce that we hear so much about these days. This “stick man chart” shows that out of 100, 62% are in the labor force this is for those ages 16 and above – but excludes those in the military and incarcerated. This is for the whole state of Michigan for the snapshot of July 2017. This chart does an excellent job of quantifying the several reasons individuals are not in the labor force.

Talent 2025 Talent Demand Working Group Report – Handout www.talent2025/resources#publications

Paul explained that West Central along with West Michigan Works! and TIA helped pay for this. Paul is on this Committee and Merri's name is mentioned in this report also, as she facilitated the agricultural round table.

Shelby Township Okays Zoning Change for Peterson Farms – Handout

Paul explained that Peterson Farms is between Hart and Shelby and have “under roof” about two million square feet and do a lot of food processing. The sliced apples that are in the children's bags at McDonald’s are from Peterson Farms. They have about 700 employees during the peak season. They just received approval from Shelby Township to designate some of their land to build four housing units and four units inside each building for single-family housing, to assist in having an available workforce.

This is not subsidized housing – Peterson Farm is writing the check. This will be company owned housing.

Going Pro Hot 25 Pamphlet – Handout

“Going Pro” in Michigan lists Hot 25 high-demand, high wage careers for professional trades in Michigan. “Going Pro” is not a program, but a significant statewide awareness campaign.

Percent of Employed Persons Working in the County Where They Live – Handout

This chart shows the percent of employed people working in the county where they live. Oceana's rate is lower than Mason, Manistee and Muskegon, which indicates that people are commuting north or south. Four of our six counties are in the 45 to 57% category.

Medical Marijuana Facility Licensing Act – Handout

Paul and Chris Ortwein attended a couple meetings on this and Paul has already been asked by an economic developer that if these jobs “come to town” would West Central be able to post them. Most definitely, these jobs could be posted and are legal and appropriate. At this time, it appears that in at least three of our communities this is going to go forward. This is not recreational marijuana but for medical purposes. There are five different kinds of licenses and someone can apply for more than one. Units of local government can charge a maximum of \$5,000 annually, renewable every year.

Northern Michigan University is the first university in the country to offer training in medicinal plant chemistry.

Selected Demographics of Region 4a School Districts – Handout

Paul explained that this data is by school district showing three demographics arranged from “good” to “bad.” There is disparity between the counties and the state averages are included to compare.

Les Johnson, City of Ludington Councilor, Appointed to LEO Board

Les Johnson has been appointed to the Michigan Works! LEO Board by the City of Ludington. Les replaces Gary Castonia who “moved” to be a County Commissioner.

Resignation of Big Rapids Mayor Mark Warba

Mark Warba's term as mayor will expire in November; he is term limited, therefore, this is his last meeting. Mark will certainly be missed by both Boards. Mark said he appreciated Paul and the Michigan Works! staff, they have always been very helpful and will miss serving on the Michigan Works! Board.

◇ Updated LEO Membership List

Next Meeting December 6, 2017 – The Shack, Jugville

The next WDB/LEO Joint meeting is Wednesday, December 6, 2017 at The Shack in Jugville.

Round-the-Table

- » Emig, Larry, Osceola County Commissioner – working on the budget for 2018.
- » Warba, Mark, City of Big Rapids – Dunham's is now open; Original Footwear has purchased the Big Rapids Wolverine World Wide plant; on October 16 will decide on the future of the airport; and Manufacturing Day is coming up October 6th. There was an Offender Success situation in Big Rapids, which involved the City, MDOC, Ferris and Michigan Works! This has been resolved satisfactorily to all parties. As far as Medical Marijuana, the City of Big Rapids is taking a wait and see approach.
- » Howard, Linda, Mecosta County Commissioner – Welcome to Remus! Remus has three major manufacturing facilities – Leprino Foods; US Mable and Bandit Industries.

NOTE: Karl Walls left at 2:29 p.m.

- » Merriam, David, Leprino Foods – looking forward to taking everyone on a tour.

NOTE: Dan Kosheba left at 2:30 p.m.

- » Anderson, Janet, Mason County Commissioner – continue to work on the 2018 budget of \$13.3 million.
- » Vyse-Staszak, Janet, Department of Health & Human Services – DHHS is working on new simpler forms.
- » Schurkamp, Christine, Spectrum Health – moving to a single electronic patient platform.
- » Visser, William, Plumbers, Fitters & Service Trades #174 – after the first of the year will be starting another apprenticeship program for pipe fitters.
- » Roberts, Carla, Fremont Area Community Foundation – The Community Foundation is currently reviewing grant requests received September 1 and awards will be made by the end of the year.
- » Byl, Larry, Oceana County Commissioner – working on the budget and thanks to Mark for his support on the LEO.
- » Massy, Dan, Osceola County Community Development – there is one township in Osceola County who has decided to opt-in on medical marijuana.
- » Stark, Liz, Mason-Lake Adult Education – Mason-Lake Adult is enjoying being collocated at the new Ludington Center, it is fantastic. She encouraged the Board members to attend the Open House, if possible.
- » Smith-Olson, Deborah, Lake Osceola State Bank – the Salmon are running and by the end of the month the largest Brown Trout should be done.

Other Business

Reserved for the Public

Adjournment

Meeting stands adjourned at 2:42 p.m.

Tour of Leprino Foods directly after the meeting:

- ◆ Leprino Foods is the largest producer of Mozzarella in the world and a leading producer in whey nutrition products; 1.7 billion pounds of cheese and 500 million pounds of nutrition products annually, which they export to 50 countries worldwide. (All company-wide data)
- ◆ Remus facility was founded in 1917 as Remus Coop Creamery; Leprino Foods took over operations in 1987. The facility is one of two plants in Michigan and one of nine nationwide.
- ◆ The Remus facility processes approximately 800,000 pounds of milk a day into about 150,000 pounds of string cheese a day; and about 30,000 pounds of condensed sweet whey per day.
- ◆ All the milk used at the Remus plant is supplied by local dairies through the Michigan Milk Producers Association.
- ◆ The Remus facility has 155 employees for a 24/7 operation.