

MICHIGAN WORKS! WEST CENTRAL  
WDB/LEO JOINT MEETING  
BIG RAPIDS WORKFORCE SERVICE CENTER  
WEDNESDAY, FEBRUARY 6, 2019

MINUTES

LEO Members Present

Andersen, Janet  
Byl, Larry  
Cooper, Burt (Via Conference Call)  
DeLaat, Ken  
Emig, Larry  
Hogenson, Tom  
Johnson, Les

WDB Members Present

Frey, Amy  
Griffin, Nancy (Via Conference Call)  
Gustad, Eric  
Kosheba, Dan  
Marek, Ron  
Massy, Dan  
Roberts, Carla  
Romanowski, Cynthia (Via Conference Call)  
Smith-Olson, Debbie  
Stark, Liz  
Thompson, Sheri  
Timmers, Jon  
Trucks, Mary (Via Conference Call)  
Vasquez, Jill  
Visser, William  
Whitney, Tina (Via Conference Call)

Others Present

Albanesi, Angie – Hope Network  
Bozeman, Jerri – Hope Network

Call to Order

WDB Chairperson, Deborah Smith-Olson brought the joint meeting of the Workforce Development Board/Local Elected Officials to order at 12:39 p.m. at the Big Rapids Workforce Service Center.

LEO Members Absent

Howard, Linda  
Walls, Karl

WDB Members Absent

Cooper, David  
Eisler, David  
Fisk, Dena  
Johnson, Peter  
Morningstar, David  
Splane, Rob  
Vyse-Staszak, Janet

Michigan Works! West Central Staff

Bennett, Merri	Keene, Shelly
Campbell, Rebecca	Reed, Brigitte
Eppley, Jon	Ridenour, Beth
Gager, Kim	Shoemaker, Connie
Griffith, Paul	

Pichla, Marv – Inspiring Innovations, LLC  
Sweighart, Lynda – Hope Network

## Welcome New Board Members

### ◇ Burt Cooper, Newaygo County Commissioner

Burt retired from the military and from Nestle/Gerber in Fremont; prior to retirement he worked on projects with Tina Whitney.

### ◇ Ken DeLaat, Newaygo County

This is Ken's first term as a Newaygo County Commissioner. He worked primarily in Human Services particularly in mental health, substance abuse and juvenile probation. He was also a freelance writer for various publications before starting an online news site "Near North Now" that covers the greater Newaygo Region.

## Introduction of Guests

Guests were introduced and welcomed.

## Consent Agenda (*Action Item*)

### ◇ Minutes of December 5, 2018 WDB/LEO Joint Meeting – Emailed Prior

### ◇ December Financial Report – Emailed Prior/Handout (Goldenrod)

**Sheri Thompson moved to accept the Consent Agenda as presented; supported by Janet Andersen; motion accepted unanimously by both the WDB and the LEO. 12:42 p.m.**

## Search Committee Executive Director Recommendation – Emailed Prior

Marv Pichla explained how the process worked. The Search Committee was made up of WDB, LEO members and staff of Michigan Works! West Central. Four rooms were set up at Ferris State University and a thank you to David Eisler for his hospitality.

Each applicant was interviewed by the four different groups. The questions asked were not typical questions asked at interviews. These questions were designed to make the applicant think.

Shelly Keene is being recommended to fill the vacancy of the Executive Director of Michigan Works! West Central. Shelly has knowledge of the programs and has proven her capabilities with bringing Offender Success on board in just a few weeks when she was first hired and then last year bringing in-house the Employment Services in just six weeks' time.

Marv said he was very pleased with the way the interviews were conducted and when asked by other MWAs, he explains the process and how well it worked.

Ron Marek stated that he shared in the interviewing process and commends Marv on his organizational skills. It went very well and a special thanks to David Eisler for hosting the interviews.

**Dan Massy moved to accept the recommendation of the Search Committee to hire Shelly Keene as Executive Director of Michigan Works! West Central; supported by Liz Stark; motion accepted unanimously by both the WDB and the LEO. 12:50 p.m.**

#### Oversight Committee Recommendation to Bring Remaining Programs In-House

Paul explained that at one time all the programs were all handled in-house; then during Governor Engler's administration it was decided to separate and add another layer. Some MWAs asked for waivers to keep the programs in-house. Things have now come back full circle and the MWAs do not have to have waivers to bring the programs in-house. By taking this layer out of the equation it will save money. This also happens to be the end of the cycle when the Adult Programs would all have to be bid out again.

When the Employment Services programs were brought in-house there were some issues that needed to be taken care of, that is not the case this time with Hope Network. If Michigan Works! is going to bring these programs in-house now is the time to make that decision.

Debbie explained that given that information the Oversight Committee unanimously agreed to recommend to bring the remaining programs in-house.

**Larry Emig moved to accept the recommendation of the Oversight Committee and bring the remaining programs in-house; supported by Sheri Thompson; motion accepted unanimously by both the WDB and the LEO. 1:11 p.m.**

NOTE: Becky Campbell and Beth Ridenour left at 1:12 p.m.

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

1. Michigan Works! System Plan for Calendar Year 2019 (PI 19-01) - *Action Required*

The System Plan is the Annual Plan that covers rules Michigan Works! Agencies follow to receive federal funding. The Plan designates signatory authority for the Vice Chairs of the WDB and LEO in the absence of the Chairs. It identifies the Michigan Works! West Central as the administrative entity that provides staff support to the boards and serves as the fiscal agent.

This plan also identifies Mr. Marvin Pichla, Inspiring Innovations, as the One-Stop Operator for Michigan Works! West Central.

2. Employment Related Support Services Fiscal Year (FY) 2019 Partnership. Accountability. Training. Hope. (PATH) (*draft* PI 19-xx) – No Action Required

Department of Health and Human Services (DHHS) in Mecosta County has provided \$25,000 in funds and Osceola County has provided \$3,500 in funds to provide employment-related support services to PATH participants during the first 180 days of a participant's employment. The

majority of the funding will be used to remove transportation barriers, including the provision of Public Transportation Allowances and Auto Related Expenses.

Carla Roberts suggested Wheels for Work and asked if this funding could be used in a broader sense rather than just PATH.

**Ron Marek moved to accept the Michigan Works! System Plan for Calendar Year 2019 as presented by Shelly Keene; supported by Janet Andersen; motion accepted unanimously by both the WDB and the LEO. 1:18 p.m.**

Approval of Career & Educational Advisory Council (CEAC) By-Laws – Emailed Prior – Action

Item

Shelly explained that the Bylaws for the CEAC have been approved by the Council but final approval is needed from the full Boards.

**Larry Byl moved to approve the Bylaws for the Career & Educational Advisory Council as approved by the CEAC and presented by Shelly Keene; supported by Amy Frey; motion accepted unanimously by both the WDB and the LEO. 1:19 p.m.**

December Program Reports – Handout

◇ Enrollment/Expenditure Reports

Paul explained there are a couple things to note – for Dislocated Worker the amount of money available compared to the amount spent is low because we have not had to spend very much and fortunately WIOA allows each MWA to transfer up to 100% between Adult WIOA and Dislocated WIOA. This allows each MWA to use these funds in the way it works for them. As far as the Youth Program Paul, Brigitte and Shelly met to discuss some options to promote the Youth Program. There should be a 20% expenditure in area of Work Experience.

### Kim Gager – Newaygo County Business Resource Network (BRN) Success Coach

Kim was born and raised in Grand Rapids. She worked for the State of Michigan in Foster Care and CPS investigations in Mecosta and Osceola counties. She oversaw the Prisoner Reentry program in Kent and Allegan counties as a Contract Administrator for ACSET/West Michigan Works!

Kim is currently working with 11 employers in Newaygo County; her schedule is a mix of pre-planned blocks of time on site at the company and employees calling to schedule appointments. The top three requests for services include auto repair or expenses; housing/rental assistance; and help with utilities.

#### ◇ Update on Lake/Osceola BRN

Shelly explained that interviews are scheduled for Friday, February 8, 2019 for the Lake/Osceola Success Coach. Shelly fully expects the decision to be made on the same day and plans for the new Success Coach to start Monday, February 25, 2019. Assisting Shelly with the interviews are two employers, the Department of Health and Human Services Director and Kim Gager, Success Coach for Newaygo County.

### WIOA Performance Standards – Handout

Shelly explained that it has been some time since Performance Standards have been shared with the Boards this is due to the State getting the performance reports designed and implemented. This chart has the final PY17 performance.

The goal is to have the individual matrix scores higher than 50% but we also have to have the average program score and average indicator score above 90%.

West Central has exceeded all the Average Program Scores and Indicator Scores. West Central did not reach the 90% in two measures, Youth Employment Fourth Quarter After Exit and Wagner Peyser Median Earnings Second Quarter After Exit.

In the Wagner-Peyser program West Central does not have control over these individuals, this category represents the general public who come in and use our free services.

The PY18 and PY19 performance levels have already been determined.

### Outreach Activities

#### ◇ USDOL Apprenticeships

Merri and Dave Jackson, USDOL representative met with the HR Director and the Maintenance Manager at Oxy Chem in Ludington. They are interested in exploring apprenticeships as an option to train their workforce. Merri and Dave will follow up over the course of the next few months.

#### ◇ Career Fair West Shore Community College/Mason County College Access Network

Merri explained that West Shore Community College is holding their Boomerang event on the 8<sup>th</sup> of February. At this point 13 businesses have signed up. Businesses showcase their trade/industry in a fun and interactive manner. This year they have only invited seventh and eighth graders. Shayla will be bringing some of our youth program participants.

The Mason County College Access Network Coordinator Nick Palmer approached Merri about speaking at the “College & Career” class at the Ludington High School. The idea for the class is for students to explore careers while also working on other skills such as writing a resume and soft-skills. Merri explained about the Youth Program and mock interviews were held.

Kathy Mclean, President/CEO of the Ludington & Scottville Area Chamber of Commerce has retired and Brandy Henderson has been hired to fill this position.

◇ Newaygo County CTC Career Fair

Jon is working with NCRESA, the Right Place and the three Chambers of Commerce in Newaygo County to help organize the annual Career Fair at the Newaygo County Career-Tech Center in Fremont. Last year more than 30 regional and local employers registered for the event. Registration for this year's event is March 27, 2019.

Business Activity

◇ Job Fairs

Jon explained that Spectrum Health was hiring for RNs on December 13<sup>th</sup> at the Ludington Center; Muskegon River Youth Home was at the Big Rapids Center on December 17<sup>th</sup>, only one person attended; EDUStaff were at the Ludington Center December 3<sup>rd</sup> and January 16<sup>th</sup>; Workbox Staffing was in the Big Rapids Center on January 29<sup>th</sup>, hiring for various positions at several local manufacturers; and Allied Universal Security Services are scheduled to be in Shelby February 7<sup>th</sup>.

◇ Going PRO Talent Fund (STTF) Update

Merri stated that a record number of Talent Fund applications were submitted this year, over 1,200; of that West Central filed 32. The process was extremely competitive this year, about 50% of the applications filed by West Central were approved for a total of almost \$350,000. She is still waiting on several companies in Oceana County to complete their information so she can submit an Industry Led Collaborative Application for food processing apprenticeships.

◇ Whitehall Industries, Ludington

January 25<sup>th</sup> several people from Manpower came into the Ludington Center to file for unemployment – they had been laid off from UACJ Whitehall Industries. Later that day Manpower contacted Shayla to inform her that 148 Manpower employees had been laid off from



Whitehall Industries. It was determined that they would be eligible for unemployment but not Dislocated Worker services. It was decided that a meeting was not necessary as those affected were already being referred to file for unemployment and impacted employees were aware of other services. Rapid Response packets were prepared and delivered. About 50 of those individuals will be recalled in the coming weeks and ten to twenty have been placed with other companies.

◇ Harsco Rail

On January 31<sup>st</sup> Harsco Rail informed approximately 160 employees that the Ludington plant would be closing up this summer. Paul and Merri tried contacting someone at Harsco however no one returned the calls. The Ludington Daily News followed up that Harsco was moving the entire operation to South Carolina. They filed a WARN notice on February 1, 2019 stating that 151 employees would be impacted and also confirmed they were moving out of state. The Corporate Vice President of Human Resources did get back with Merri, she is still trying to get more details so West Central can work with them for Rapid Response. Because it was seen in the paper during her meeting with Oxy Chem they said they wanted to help in any way they could.

◇ Fremont Meijer

Jon explained that construction began on the new Meijer in Fremont almost a year ago and is expected to be completed this spring. Jon has contacted them to offer help with hiring about 250 to 300 full and part-time employees across all three shifts. Currently Meijer is accepting applications online for hourly-wage workers. They plan to hold in-person interviews at the Fremont Workforce Service Center in mid-March. We are also working with them about hosting a job fair for walk-in job seekers.

### Increase in Michigan's Minimum Wage

Paul explained that on March 29, 2019 the minimum wage for Michigan will go from \$9.25 to \$9.45, the next increase would be in January 2020 and it will go to \$9.65 and the Michigan Medical Leave Act will also go in effect March 29<sup>th</sup>. This Act is for those companies who have 50 or more employees; Michigan Works! West Central will be exempt.

### Three New Service Center Partners

Paul explained that we have three new partners – Arch Staffing & Consulting in the Big Rapids Center; Veterans' Representative in the Baldwin Center and Jodi Nichols will use the Baldwin Center from the Right Place to do job developing for Lake and Oceana counties.

### Data Charts – Handouts

#### ◇ Educational Attainment

Paul explained that the five year rolling averages were done just recently. Green represents being equal or better than the State of Michigan – we have more green in the more recent data.

#### ◇ Driver Responsibility Fees by County

The Grand Total of all six counties was about 5,864 people that this affected and the amount of fees totaled \$594.8 million. This did not count court fees or fines, this was strictly Driver Responsibility fees.

#### ◇ Poverty & Well Being Rates

This is census data which shows population and median income for Michigan and our six counties.

◇ County Ranking of Manufacturing Jobs

These are in alpha order rather than ranking order. The number next to the County is their rank.

◇ Population without a High School Diploma or GED

This data was released a couple months ago. Paul commented to Liz Stark that whatever is happening with the Adult Ed, it's working. This is five years rolling data.

Election of LEO Chair and Vice Chair – Handouts

Larry Emig reported that the LEO met prior to the joint meeting and Larry was reelected Chair and Janet Andersen was reelected as Vice Chair.

◇ Updated LEO Membership List

A new updated LEO Membership list was distributed.

◇ Janet Andersen Elected Chair of Mason County Board

Janet was elected Chair of the Mason County Board of Commissioners and is believed to be the first woman to chair the county board in 165 years. Andersen said, “We work together to do what’s right for Mason County. It’s what we’re going to do.”

December Unemployment Rates

The average for the West Central area is 5.1%.

Paul's Retirement

Debbie thanked Paul for his service to Michigan Works! This is his last Board meeting after 40+ years of service. His Open House is being planned for Friday, April 12, 2019 from 2:00 to 6:00 p.m. at the Big Rapids Workforce Service Center conference room.

Paul stated that he has actually worked with over 200 Board members over the years. He has enjoyed his time with Michigan Works! He already has some volunteer things he wants to be involved in such as the “Friends of the White Pines Trail” Board.

Next Meeting April 3, 2019 – Michigan Works! Service Center, Fremont

The next joint meeting of the WDB/LEO is scheduled for Wednesday, April 3, 2019 at the Michigan Works! Workforce Service Center in Fremont.

Round-the-Table

- » Emig, Larry, Osceola County Commissioner – worked with Paul for 25 years and Deb 23. We have become good friends and he had hoped he would retire before Paul.  
Hope Network thank you for the good service you have provided over the years.
- » Marek, Ron, Reed City Group – wish Paul the very best.
- » Andersen, Janet, Mason County Commissioner – echo these statements and she remembers many meetings Paul had with her dad around the kitchen table.
- » Pichla, Marv, Center Operator – have been “colleague in arms” when he was Director of a Michigan Works! Agency in the UP. It has been great coming back to help.
- » Massy, Dan, Osceola County Community Development – many meetings I attend because I have to, this one I attend because I want to and I have learned many good things by my attendance, “thank you, Paul.”
- » Frey, Amy, Yoplait/General Mills – she has always felt welcomed and has learned much.
- » Stark, Liz, Mason-Lake Adult Education – she first met Paul when she was teaching JTPA in Scottville and is very glad to hear the numbers are coming down for those who are without a High School Diploma or GED.

- » Thompson, Sheri, Mecosta Osceola Intermediate School District – she has worked with Paul since the School-to-Work program. Noting how long the staff and Board members have stayed has to do with the way you conduct yourself. Paul has a servant’s heart and is known and respected.
- » Gustad, Eric, Consumers Energy – has enjoyed being on the Board and has used the data charts at other Boards he’s on. Thanks also to all those who participated in saving energy and helped hold the grid work in place.
- » Hogenson, Tom, City of Big Rapids – ALICE is 40%
- » Timmers, Jon, Michigan Department of Corrections – thank you Paul for your professionalism.
- » Johnson, Les, City of Ludington – agree with all that has been said and Ludington has a tentative agreement with a new City Manager starting mid-March.
- » Roberts, Carla, Fremont Area Community Foundation – have hired a Communication Investment Officer with a 41 year career in banking. Hard to believe you have worked with 200 Board members and Thank You for the many times you picked me up to go to Holland or Ludington for things you knew I’d be interested in. Thank you for the contribution to her learning.
- » Byl, Larry, Oceana Commissioner – Thank you for accepting the “rebels” from Oceana, we came kicking and screaming but now appreciate very much you including us.
- » Kosheba, Dan, UAW Local – Ditto to all that has been said, well done.
- » Visser, William, Plumbers, Fitters & Service Trades #174 – congratulations
- » Vasquez, Jill, Spectrum Health – Gerber Memorial was named one of two top rural hospitals in the State of Michigan by the Leapfrog Group. This is a national ranking/award based on safety and quality outcomes. Gerber has received this award for the third time in four years.

In Ludington we have the Family Birthing Center Renovation kickoff. \$5 million renovation (\$1.5 million funded by the Hospital Foundation) to include new Labor/Delivery rooms, private

rooms and bathrooms, whirlpool tubs, enhanced security with expected completion the fall 2019. In Big Rapids/Reed City Mary Kay VanDriel has been named Vice President, Cancer Services for Spectrum Health System. She has vacated the President's role at Big Rapids/Reed City Hospitals. Andrea Leslie, who oversees United/Kelsey Hospitals, will also oversee Big Rapids/Reed City and transitions into the President/Regional Market Leader role for this area.

- » DeLaat, Ken, Newaygo County Commissioner – have worked with Paul for almost 3 hours now; do appreciate the time spent in Orientation.
- » Griffin, Nancy, Michigan Rehabilitation Services – in 2008 there was a tough transition period, thank you Paul for all your help and enjoy this transition of yours.
- » Romanowski, Cynthia, Arbre Farms Corp – she too is one of the Oceana rebels, thank you for welcoming us. The format you use for the Board meetings is very special and have enjoyed my time on the Board. Enjoy your retirement.

#### Other Business

#### Reserved for the Public

#### Adjournment

**Meeting stands adjourned at 2:43 p.m.**