

**Administrative Board  
Workforce Development Board (WDB)  
Career & Educational Advisory Council (CEAC)**

**Meeting Minutes**

**December 5, 2022**

**11:00 a.m.**

**Location: Otsego County Library**

**CALL TO ORDER** – 11:00 am

**PLEDGE OF ALLEGIANCE**

**INTRODUCTIONS**

**ADMINISTRATIVE BOARD MEMBERS PRESENT**

John Wallace  
Dave Karschnick  
Carl Altman  
Ken Glasser  
Duncan Gray  
Jim Madison

**ADMINISTRATIVE BOARD MEMBERS ABSENT**

Dan Gauthier  
Jackie Bondar

**STAFF MEMBERS PRESENT**

Marisue Moreau  
Alicia Wallace  
Ashley Udell  
Angela Asam  
Tricia Selke  
Melissa McDonnell

**WDB MEMBERS PRESENT**

Jackie Krawczak  
Todd Miner  
Eileen Tussey  
Sheryl Coyne  
Brian Klele  
Keri Sheer  
Kathleen Fox  
Brooke Sprenger  
Lisa Bolen  
Jason Campbell

**WDB MEMBERS ABSENT**

Bruce Milligan  
Ashley Troumbly  
Linda Damer  
Jason Reed  
Julie Waldron  
Katrina Burtwell  
Deborah Larson  
Doug Baum

**CEAC MEMBERS PRESENT**

Laura Percival  
Natalie Davis  
Ryan McClintic  
Dawn Stone  
Stephanie Hanel

**CEAC MEMBERS ABSENT**

Tony Nash  
James Cousino  
Deborah Larson  
Elizabeth Doering  
Mike Stephenson  
Jennifer Fager

**REQUIRED REPRESENTATIVES PRESENT**

Ashley Udell  
Laura Percival  
Cindy Whittum  
Joyce McCoy

**REQUIRED REPRESENTATIVES ABSENT**

Evan Linskey  
Jessie Mitchell

**ADMINISTRATIVE BOARD**

Approval of the October 24, 2022 meeting minute

**Motion to approve the October 24, 2022 Administrative Board minutes, as presented, made by Duncan Gray and supported by Dave Karschnick. Roll call vote was issued, all voting aye. Motion carried.**

New Funding

**A motion was made to approve the new funding as presented, by David Karschnick and seconded by Carl Altman. Roll call vote was issued, all voting aye.**

2023 Meeting Dates

**A motion was made to approve the 2023 meeting dates as presented, by David Karschnick and seconded by Carl Altman. Roll call vote was issued, all voting aye.**

## CEAC

Approval of the May 25, 2022 Meeting Minutes

**Quorum was not met, will vote on the minutes at the next scheduled meeting in February**

Meeting Dates

**Quorum was not met, will vote on the meeting dates at the next scheduled meeting in February.**

Update

## WDB ACTION ITEM: CONSENT AGENDA

- October 12, 2022 meeting minutes
- PATH Plan PY23
- PATH Employment Related Supportive Services Plan PY23
- Growth Industries and Demand Occupations Local Policy
- 2023 Meeting Dates

**Motion to approve the Consent Agenda by Brian Klele and seconded by Todd Miner. All voting aye. Motion carried.**

## BUSINESS SOLUTIONS UPDATE

NAW was the week of November 14. Kicked off w/ pre-NAW event at KCC. KCC, USDOL and AS (Jennifer Coughlin) presented. 24 people attended

- Anticipate enrolling 5 more in the GPA grant by year end.
- Others in the works and meetings with employers continue to happen

Met with reps from the Manufacturing Growth Alliance, MMTC, Automation Alley and MEDC this week

- Holding Industry 4.0 info sessions in the area coming up. In person on 12/12 in Gaylord at UC. Info is available to RSVP – FREE EVENT

Going PRO Talent Fund season has started.

- Current independent application period is open until 12/12 @ noon, the second is anticipated to open Feb 2023 but still no confirmation. Employers that are not awarded in cycle one can reapply for cycle.

## YOUTH UPDATE

Continued to do talent tours throughout the month of October, carried them into November and this month as well.

- Manufacturing is still popular but others have been added such as Eagle 101.5 and Gaylord airport

Looking into collaborations on summer programming for young individuals (incoming juniors and seniors) – welding, possibly manufacturing

Apprentice presentations by Sheet metal Workers local 7 at Rogers city, Inland lakes, Hillman and Onaway schools.

## **SPECIAL INITIATIVES UPDATE**

Special initiatives continue to develop and expand within Michigan Works Northeast Consortium.

The Michigan Learning and Education Advancement Program (MiLEAP) partnership with Alpena Community College and North Central Michigan College continues to grow and succeed. MiLEAP Navigators located on campus at both colleges continue to recruit, enroll and support students. Alpena Community College continues to roll out short term customized training in information technology, advanced manufacturing, mobility and utility line clearance/tree trimming.

Partnering with employers in the area, ACC is able to deliver these trainings virtually or in hybrid fashion to meet the needs of employers and students. Mobility courses in drone training are filling up quickly.

To date, 85 participants have attended short term trainings using MILEAP funds with 20 completing training and earning a credential. Students are dual enrolled in WIOA funding whenever possible.

The Michigan Rural Enhanced Access to Careers in Healthcare (MiREACH) grant is gaining steady ground with 35 students enrolled in healthcare training to be funded through the MiREACH grant. Increased conversations with the Michigan Center for Rural Health have resulted in strategic planning moving forward on the development of a collaborative with employers to identify and address needs within the healthcare sector. These meetings will aid in the development of training programs as well as the recruitment of students to gain training in route to a career in healthcare.

The Northern Michigan Opioid Workforce Alliance continues to reach out to and assist those affected by the Opioid crisis reenter or remain in the workforce. Two life coaches are working throughout our region to recruit, support and assist those affected by the Opioid crisis to maintain or gain employment through training and other supports.

Our Barrier Removal Employment Success (BRES) program continues to assist participants in overcoming barriers to employment. These supportive service dollars are being used to help participants find and keep employment in a variety of ways.

Our Clean Slate program remains very busy. Our expungement navigator is working closely with our contracted attorney and participants through the process of getting items expunged off criminal records. This process is moving along with hangups in the court system and at the state level.

### **FRONTLINE STAFF: BUSINESS SOLUTIONS PROFESSIONAL- MELISSA MCDONNELL**

One of the things I do on a daily basis is employer check-ins. I do this in person and over the phone based on the employer's preference. I also follow up on current or potential job postings. Additionally, I assist employers with additional services geared towards recruitment, retention and training.

The employer is in control of the services that are provided to them at no cost. This is done through engaging with them in conversation and active listening. I can assist with recruiting talent through active job postings on Pure Michigan Talent Connect and hosting hiring events such as Employer of the Day events where we highlight one employer. I also can assist with retaining and training talent through labor market information, access to state-funding training grants, and customized training to help fill skill gaps.

I am very passionate about workforce development and with that comes keeping our upcoming talent in our region. Some of the ways we promote doing this at Michigan Works! Northeast Consortium is through career engagement events, Pathfinder, talent tours, MiCareer Quest and youth work experience.

### **MICAREERQUEST UPDATE**

Michigan Works! Northeast Consortium's Marketing Manager, Alicia Wallace discussed the upcoming 2023 MiCareerQuest event. The event will be at a new location this year, due to scheduling issues with IAI. The only date IAI could accommodate was June 2, which was too late in the school year for quite a few schools to participate. The 2023 event will now be at Ellison Place in Gaylord on Thursday, May 4, 2023. Schools were very happy to hear of the new date and we have 2000 students registered so far. Alicia also reminded employers present at the board meeting to sign up to be an exhibitor.

### **DIRECTORS REPORT**

Mentioned that there has not been any changes or updates to Wagner Peyser

Discussed changes to the Administrative Board for 2023.

Will be attending NAWB and will be meet with congressman Bergman or his aid while I am there.

Will also be touching base with our new senators and reps soon.

### **GROUP DISCUSSION**

No Group Discussion.

### **OTHER BUSINESS**

No Other Business.

### **PUBLIC COMMENT**

No Public Comment.

### **ROUND TABLE**

**ADJOURN**- 12:00