

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

Meeting Minutes

December 4, 2023

11:00 a.m.

Location: Otsego County Library

CALL TO ORDER – 11:00 am

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

ADMINISTRATIVE BOARD MEMBERS PRESENT

Cliff Tollini
Kyle Yohe
Jackie Bondar
Del Bolser
John T. Small

ADMINISTRATIVE BOARD MEMBERS ABSENT

John Wallace
Robin Lalonde

STAFF MEMBERS PRESENT

Marisue Moreau
Cassie Leveille
Alicia Wallace
Ashley Udell
Laura Budreau
Jessica Topp
Alayne Hanson
Tricia Selke

WDB MEMBERS PRESENT

Jason Campbell
Courtney Ryan
Todd Miner
Brian Klele
Heather Proctor
Mandy Dailey
Doug Baum
Ilene Fanzini

Brooke Spenger
Kathleen Fox
Whitney Dettmer
Kristi Bristley
Julie Waldron

WDB MEMBERS ABSENT

Jason Reed
Katrina Burtwell
Deborah Larson
Tony Ommani
Seth Reichard
Sheryl Coyne

CEAC MEMBERS PRESENT

Laura Percival
Natalie Davis
Ryan McClintic
Dawn Stone
Jason Campbell
Whitney Dettmer
Joyce McCoy

CEAC MEMBERS ABSENT

James Cousino
Deborah Larson
Stephanie Hanel
Katie Warner
Jason Reed
Theresa Snider

REQUIRED CEAC REPRESENTATIVES PRESENT

Ashley Udell
Laura Percival
Joyce McCoy
Rey Guzman

REQUIRED REPRESENTATIVES ABSENT

Evan Linskey
Cindy Whittum

GUESTS

Keith Crittenden
Linda Damer
Melissa Chambers
Heather Runyan

ADMINISTRATIVE BOARD

Approval of the October 23, 2023 meeting minutes

Motion to approve the October 23, 2023 meeting minutes, as presented, made by Dell Bolser and supported by Phil Lewis. All voting aye. Motion carried.

New Funding

A motion was made to approve the new funding as presented, made by Cliff Tollini and seconded by Jackie Bondar. Roll call vote was issued, all voting aye.

Financial Report

A motion was made to file and receive the financial report, made by Jackie Bondar and seconded by Cliff Tollini. All voting aye. Motion carried.

Workforce Development Board New Members

A motion was made to accept the new members, Ilene Fanzini and Kristi Bristley, to the Workforce Development Board made by Terry Small and seconded by Phil Lewis. All voting aye. Motion carried.

2024 Meeting Dates

A motion was made to accept the meeting dates for 2024. The motion was made by Cliff Tollini and seconded by Jackie Bondar. All voting aye. Motion carried.

CAREER & EDUCATIONAL ADVISORY COUNCIL (CEAC)

Approval of the May 24, 2023 meeting minutes

Motion to approve the May 24, 2023 meeting minutes, as presented, made by Natalie Davis and supported by Jason Campbell. All voting aye. Motion carried.

2024 Meeting Dates

Motion to approve the 2024 Meeting Dates made by Natalie Davis and supported by Joyce McCoy. All voting aye. Motion carried.

61B Strategic Plan

-Joyce McCoy provided copies of the plan and explained it to the Workforce Development Board and members of the council.

Motion to approve the 61B Strategic Plan made by Brian Klele and supported by Joyce Whitney Dettmer. All voting aye. Motion carried.

Comprehensive and Local Needs Assessment Procedures 7 Results

-This Assessment is due in February and determines if the region is servicing all of the students and addressing local employer needs. This is completed by looking at Career Education Planning District (CEPD) combined data, regional data and data that was obtained from the Workforce Meeting.

Legislative Action and Career & Technical Education (CTE) Involvement

-Region four takes advantage of all monies available.

61C Equipment Grant Initiatives

-Equipment grant to non-millage CEPD's (8,9 and 11) in the amount of \$1,153,846. The needs of each district were vetted in advance and the spending must be complete by 9/15/24.

MiStem Update

- Teacher Professional Learning- MiSTAR 6-8, contracted science consultant, Solid Start, CODE.org Training, Math Recovery, PBL Design School and etc.
- Marshall Plan STEM Project Grants- Funding of \$1000 a year for three years to promote STEM in their building. Thirty buildings participated impacting 5,998 students and involving 26 business partners.
- Student Career Exploration Opportunities-in collaboration with multiple partners, over 2,400 students were impacted.
- Student Certifications-with support from the Marshall Plan 116 certification were earned by students.
- eSports Collaborative- presenting to superintendents and boards.
- Classroom Library Makeover project- impacted 10 teachers and approximately 250 students.

WORKFORCE DEVELOPMENT BOARD

-Consent Agenda

**Motion to approve the consent agenda made by Doug Baum and seconded by Brooke Sprenger. All voting aye.
Motion carried.**

-2024 Meeting Dates

**Motion to approve the 2024 meeting dates made by Brian Klele and seconded by Doug Baum. All voting aye.
Motion carries.**

DIRECTOR'S UPDATE

- Marisue started by introducing Cassie Leveille the Fiscal Officer/Human Resources person and explained her role. She stated that Cassie is currently being trained to take over all duties of the Fiscal Officer, which are currently being performed by her.
- Marisue announced that she will be retiring on 5/31/23. She needed to set a date, but of course, will stay longer if the need arises.
- She thanked the board for their continued commitment and is very appreciative of having a quorum at the meetings.
- Marisue announced that Michigan will maintain its ability to deliver workforce development services under the Wagner Peyser Act. This decision was recently affirmed by the Department of Labor and is great news for us, as we will be able to continue to provide a community specific approach to the services and adapt to the diverse needs of the local labor market.

YOUTH UPDATE

Will be beginning a self-paced career exploration program for youth – different than the summer program we have run the last 2 years to promote soft skills and work readiness skills

- Youth will still be encouraged to participate in WE

Have been conducting talent tours throughout the region

Brought AS into schools for NAW to do apprenticeship 101 events

- Will be looking at opportunities to bring in skilled trades and employers w/ “non-traditional” apprenticeships into schools or take students on site

BUSINESS SOLUTIONS UPDATE

Continuing to get employers on board for talent tours

Anticipating GPTF awards to be announced by late December – training can start 1/1/24

Continuing to work on apprenticeship grants that we received

- 1 from Early Childcare Investment Corp to build a childcare RAP, 1 from MI LEO to attain intermediary status
- Are in the process of bringing on a 2nd apprenticeship specialist

Partnership w/ Oscoda county for ED is going well and happy with the progress and partnership

- Alayne Hansen, BSP for Crawford and Oscoda counties took the position of Director of Business and Economic Services – here to talk on the partnership and share updates

SPECIAL INITIATIVES UPDATE

Marisue gave a brief update on the special initiative grants.

CAREER NAVIGATOR/JOB SEEKER UPDATE

Wagner-Peyser: our Resource Rooms remain busy as seasonal unemployment season is upon us. We are assisting customers with filing for unemployment, registering for work, job searching, updating resumes, mock interviews, workshops, and much more as we have been all year.

Barrier Removal Employment Success program: we have had the opportunity to help over 100 people overcome their barriers to obtain or retain their employment this calendar year. Supportive services provided include rent/utility expense, mileage reimbursement, housing/rental, clothing, auto repair, auto insurance, and more.

Example in Gaylord: individual was living in her car (and as luck would have it, her car needed repairs) and was unable to get into temporary or permanent housing as used up all available housing assistance from local resources (staying in hotels provided by the Refuge) and was placed on every waiting list when she tried to find an apartment. The Barrier Removal program was able to fix her vehicle to ensure she had somewhere to sleep at night. The Career Navigator worked with the customer to get into employment, and then used Workforce Innovation Opportunity Act dollars to do what we call a Direct Placement, where she is working to help the customer with housing assistance.

CAREER ADVISOR UPDATE

Laura Budreau discussed Career Advisor responsibilities for the Workforce Investment and Opportunity Act program. She also stated each Career Advisor met their training enrollment metrics for the calendar year and are on track to exceed training enrollments from the previous program year. Budreau also discussed the Partnership.Accountability.Training.Hope and Applicant Eligibility Period programs. She stated participant numbers are down locally and statewide, but we continue to work with the hardest to serve. She shared a participant success story. Budreau discussed the Integrated Education and Training program opportunity and partnering with Adult Education and Alpena Community College. Integrated education and training is a service approach that provides adult education and activities concurrently and contextually with workforce preparation activities and workforce training for a specific occupation or occupational cluster for the purpose of educational and career advancement. Michigan Works! Northeast Consortium will assist with training costs and provide the workforce preparation activities. The training focus will be certified nursing assistant and utility arborist.

FRONTLINE STAFF

BSP Alayne Hansen spoke about her new position as the EDC Director for the Oscoda County Economic Development Corporation. In September 2023 Michigan Works! partnered with the Oscoda County Economic Development in a joint effort to help spur the county's economy. The position is part-time with the two biggest responsibilities being to persuade new businesses to move into town and to encourage existing businesses to expand. Adding this role under the Michigan Works! Northeast Consortium umbrella will bring a higher level of workforce development and position the agency to work alongside government entities, partners, and the county to assist in the growth and development of this rural community. There have already been positive outcomes including the collaboration with NEMCOG for a site readiness grant, the management of the revolving loan program, a business showcase event taking place in mid-January and visits to two manufacturing plants along with MEDC in November. With one of the plants looking to expand.

The dual roles of EDC Director and Michigan Works! Business Solutions Professional has established a weekly routine and presence in Oscoda County which had previously been lacking. Having the two roles work simultaneously will help reach the goal of bringing in programs, policies and activities that seek to improve the economic well-being and quality of life for the community.

MICAREERQUEST UPDATE

Alicia Wallace, NEMC Marketing Manager, discussed the upcoming 2024 MiCareerQuest Northeast career exploration event happening on May 16th at the Ellison Place in Gaylord. She noted that this year the event will be trying something new, going to only 2 sessions, to allow for students to have more time in each quadrant. To accommodate the change, the event will be limited to 8-12th grades, as the 6/7th graders were often too shy to interact anyway. She mentioned that volunteer, exhibitor, and school registrations are all open and that over 1200 students have registered thus far, but she will be reaching out to some schools, as the majority of registrants have chosen the first session. The event is in its 4th year and we are very excited once again. We hope all of our board members will experience the event in some capacity, whether it be with their school, as a volunteer, or as an exhibitor. Any questions regarding the event can be addressed to Alicia at wallacea@nemcworks.org

GOUP DISCUSSION

No group discussion.

OTHER BUSINESS

No other business.

PUBLIC COMMENT

No Public Comment

ROUND TABLE

Melissa Chambers a regional planner from Northeast Michigan Council of Governments (NEMCOG) spoke about the child care coalition, which is currently working on an action plan to increase opportunities for the development of stand-alone and in-home childcare centers across the region.

Keith Crittenden the Community Liaison for Region 3 spoke about his role with the Labor and Economic Opportunity (LEO) agency and what he does to support the communities by identifying barriers and providing solutions for expanding access to unemployment assistance.

ADJOURN

A motion to adjourn was made by Brian Klele and supported by Phil Lewis. All voting aye. Motion carries.