

DATE: February 4, 2013
TO: Workforce Development Board
FROM: Elaine Wood
RE: February Board Meeting

The next meeting of the Northwest Michigan Workforce Development Board is scheduled for **Monday, February 11, 2013 beginning with a buffet dinner at 5:30 p.m., followed by the meeting which begins at 6:00 p.m.** It will be held at the Traverse City Michigan Works! Center, 1209 S. Garfield. Please enter directly into the conference room on the south side of the building.

The meeting agenda is enclosed. **Board members may access the board packet at <https://nwmcog.onehub.com/wdb>.** New board members will receive instructions via e-mail about how to establish your account on our intranet to access your board packets.

We suggest that you load the materials onto a flash drive for use during the meeting, which is faster and easier than using the wireless internet service. Please bring a laptop computer, iPad, or similar equipment to the meeting. We'll have just a few notebook-style computers available for those of you who don't have one.

We will have a few hard-copy packets at the meeting for any guests who attend.

Feel free to call Denise at 231-929-5000 if you have any problems accessing your electronic meeting packet.

There is an orientation session for new board members at 4:00 on the same day, same location. At a minimum, the following board members should plan to attend the orientation session: Betty Workman, Clint Steele, John Stephenson, and Leslie Nowlin. Any other board members are also welcome. If you have been on the board for a while and never attended an orientation, or would like a refresher, please come!

Please reply to Denise's e-mail to indicate your attendance.

Looking forward to seeing you on the 11th.

Enclosure: agenda

cc: Mailing list of interested others



**Northwest Michigan Workforce Development Board
February 11, 2013
Traverse City Michigan Works! Center, south conference room entrance
1209 S. Garfield, Traverse City, MI 49686
6:00 p.m.**

A G E N D A

<u>TAB</u>		<u>ACTION</u>
	Call to order and introductions	
	New board members:	
	Betty Workman, Owner, Vacation Trailer	-----
	Clint Steele, Pipe fitter, UA Local 85	
	Approval of agenda	approval
1	Minutes of December 2012	approval
	Public comment	-----
	Election of Officers for 2013	action
2	Financial report	acceptance
3	CEO's Report	information
4	Supportive Services policy	approval
5	Adult Education updates	information
6	Cluster/sector activities	information
7	Annual report	information
8	Correspondence	information
	Other comments or questions	-----
	Adjournment	approval

NORTHWEST MICHIGAN WORKFORCE DEVELOPMENT BOARD

Monday, December 10, 2012

DRAFT - MEETING MINUTES - DRAFT

Roll Call - WDB

Present: Dave Adams; Craig Anderson; Eric Bachmann; Ken Bollman; Tino Breithaupt; Judy Ezop; Gary Fedus; Art Jeannot; Gene Kaminski; Jane Korthase; Dawn McLaughlin; Leslie Nowlin; Ken Osborne; Doug Parkes; Steve Perdue; Sue Peters; Christine Pettibone; David Pratt; Jerald Rives.

Absent: Jim Barnard; Gretchen Crum; Charles Dillon; Nathan Kalchik; Don Marsh; Martha Ryan; Jim Smith; John Stephenson; John Toth; Ryan Vanderwal.

Guests present: Richard Schmidt, Manistee County Board/COG Board

Staff present: Elaine Wood, Darla Rowland, Jaclyn Sanborn, Jan Warren, Charlene Schlueter, Janie McNabb, Denise Culman

Call to Order and introductions

Dave Adams, Chair, welcomed everyone and called the meeting to order at 6:00 pm. He introduced the two new board members in attendance: Leslie Nowlin, HR Director, at Piranha Hose Productions representing business in Wexford County; and Craig Anderson, Business Agent, United Plumbers & Steamfitters representing Labor and replacing Corey Case. Dave welcomed a guest, Richard Schmidt from the Manistee County Board of Commissioners and the NWMCOG Board.

Approval of the Agenda

Dave asked for approval of the agenda

Motion by D. Pratt, supported by G. Fedus to approve the agenda as presented. Motion passed unanimously.

Minutes of October 8, 2012

Dave asked if there were any additions or corrections to the minutes of October 8, 2012. Hearing none, he asked for approval.

Motion by D. Parkes, supported by S. Peters, to approve the minutes as presented. Motion passed unanimously.

Public Comment

No public comment.

Financial Report

Charlene Schlueter, CFO, presented the Amended Budget and Final Expenditures, FY 2012 (10/1/2011 – 9/30/2012). She discussed a few items. Questions were answered, and Dave asked for approval.

Motion by S. Peters, supported by D. Pratt to accept the financial report - Amended Budget and Final Expenditures, FY 2012 (10/1/2011 – 9/30/2012) as presented. Motion passed unanimously.

CEO's report

Elaine Wood, CEO, highlighted all the different things going on in the agency that don't make the agenda, but the Board should know about. She talked about the Beaver Island graduation that will be on Wednesday, December 12th and how moving an experience it is, and she encouraged attendance. NWMCOG's staff continues to have a presence out in the communities attending or participating in different events. NWMCOG and its regional economic development partners have nominated 12 companies from the Northwest region for MEDC's Economic Gardening Award. Business selected for the award will receive 35 hours of business development services. Sarah Lucas, NWMCOG's Regional Planner, won a distinguished Service Award at the Grand Traverse County Planning Awards banquet in October; she also has been nominated for a second award, the Frank Purvis Stewardship Award. A new Regional Planner, Michelle Foster, has been hired to fill the vacancy when Patty O'Donnell left to work for MDOT. Business Liaison, Joe Bottenhorn, who worked for NWMCOG for 31 years retired. Terry Vandercook will be the new Business Liaison for Antrim and Kalkaska Counties. Our Adult Education program is undertaking a pilot project to implement distance learning. Susan Cocciarelli, NWMCOG's Agriculture and Food Systems Alliance Coordinator, was successful in receiving a \$200,000 ag-related grant to help develop an aggregation and distribution site. There will be changes to the SBTDC program because the state office wants SBTDC Business Consultants to report directly to the SBTDC Regional Director. Elaine reported that on Friday she just received information the International Trade and Export program, for which NWMCOG is the administrative host agency for Northern Michigan, just finished its first year of operation. The hope was for Michigan to have and increase in export sales of 10 million dollars as a result of the program; however the actual performance was 38 million dollars in increased sales. Southeast Michigan had 14 million dollars and Northern Michigan was the second highest at 7.5 million dollars in sales of new business through International Trade program. Questions were answered.

Strategic Plan update

Elaine said the Workforce Development Board's 2010-2013 Strategic Plan was developed as a result of the 2009 Beaver Island retreat, and there have been regular updates to the Board. Elaine went over the progress to date, and Janie McNabb highlighted a few particular projects. Questions were answered.

Regional & state performance

Elaine went over the workforce development performance reports. Most of the workforce programs end on either June 30th or September 30th. The report covers the Workforce Investment Act, Trade Act, and JET. Elaine went over the key points stating that NW MI Works received 2.3% of all the state funding for the programs but served 3.7% of all the people who were served statewide. NW MI Works exceed the state average performance level in 15 of 22 performance measures and exceed the regional performance standards in 17 of 18 performance measures. JET program performance was the only one where there are some performance issues, although performance this year was significantly higher than the previous year. This was covered under a separate agenda item. Questions were answered.

WIA five year plan

Janie McNabb, Director of Program Development, went over the brief summary of the plan highlighting the detailed description of all the services and the strategies. The plan summarizes the intent to make Business Services the leading service and employers the primary customer, in conjunction with the Board's decisions to formalize the demand-driven approach to programming. She pointed out the short description of each of the services to businesses and services to job seekers. She talked about the performance measures, and then requested Board approval as well as acceptance of the performance measures presented in the plan under PY12. Questions were answered.

Motion by S. Perdue, supported by G. Fedus to approve the WIA five year plan and the acceptance of the performances measures as requested. Motion passed unanimously.

JET program update

Janie explained that JET is Jobs, Education, & Training which is the current welfare to work program. The customers are referred to MI Works! by DHS, and are applicants or recipients of cash assistance. If they are deemed job ready they are referred and required to participate in very specific activities for a required number of hours per week. MI Works! is evaluated based on the number of participants who take part and are in compliance with those activities. The standard work participation rate (WPR) benchmark for the State is 50%. This is figured by the whole pool of participants collecting cash assistance and meeting the JET participant requirements, so it includes those who are deferred from referral to Michigan Works by the Department of Human Services. There are several challenges in meeting WPR: high case loads, two different Management Information Systems, no shows, and continuing funding decreases. In the last 4 years the funding has decreased by 46% which has resulted in a decrease in supportive services and staff from 8 to 5 FTEs. All partners in the JET program – DHS, MWA, and the Workforce Development Agency – have identified and implemented new strategies for improving performance during the past fiscal year. Early in 2012 a regional Performance Improvement Plan was created where the team goal was to achieve 60% WPR, which was achieved in the final few months of the year. Now a new program and new requirements will begin January 1, 2013. The program is called PATH (Partnership, Accountability, Training & Hope) which includes a 21-day application eligibility period during which cash assistance applicants must meet WPR in order for their cash assistance case to be opened. There are many concerns with the new program, the primary one being lack of additional funding to Michigan Works for the increased requirements of the new program. PATH will require us to do much more supportive services and will require more staff. A lengthy discussion took place and questions were answered.

Communications Committee report

Gary Fedus reported on the Communications Committee meeting that took place prior to the WDB meeting. Ideas were presented for Business Services marketing materials and will be implemented by staff accordingly.

Banking resolution

Elaine said in August the board approved the transfer and use of various fund balances from TBAISD to NW Michigan Works! Inc. as a result of the program delivery being moved in-house. At that time, staff should have also presented a resolution for banking services for NW MI Works, Inc., which is required by the banks. The fund transfers did not take place in August as expected due to TBAISD's accounting and audit schedules, but did take place in October, and are waiting in the NWMCOG bank account for transfer to NW MI Works, Inc. Staff recommends the following motion:

Motion to designate Fifth Third Bank and Honor Bank as depositories for Northwest Michigan Works!, Inc. corporate funds; also that the board officers and Chief Executive Officer of Northwest Michigan Works!, Inc. be authorized to sign any required bank documents in support of this motion.

Motion by D. Parkes, supported by K. Osborn to approve the Motion to designate Fifth Third Bank and Honor Bank as depositories for Northwest Michigan Works!, Inc. corporate funds; also that the board officers and Chief Executive Officer of Northwest Michigan Works!, Inc. be authorized to sign any required bank documents in support of this motion. Motion passed unanimously with one abstention - D. Adams.

2013 meeting schedule

Elaine said the scheduled didn't include the Beaver Island retreat which could be added later. Elaine pointed out that there will be an orientation before the February meeting for new board members.

Motion by S. Peters, supported by K. Bollman to approve the 2013 meeting schedule as presented. Motion passed unanimously.

Correspondence

Correspondence was included with the packet.

Other

Elaine said there was a small holiday gift on the table from staff to say "Thank You" for Board participation in 2012. No other comments or questions.

Adjourn

Dave thanked everyone for attending and said the next meeting will be February 11, 2013. The WDB meeting was adjourned by consensus at 7:26 p.m.

Respectfully submitted,

Denise Culman

Denise Culman
Recording Secretary

Please check off your name, Sign In Sheet

Workforce Development Board

Roll Call Vote	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. Anderson, Craig	Business Representative, United Plumbers & Steamfitters Local 85	Labor
	<input checked="" type="checkbox"/>	3. Bachmann, Eric	Supervisor, MI Rehab. Services	Rehabilitation
	<input type="checkbox"/>	4. Barnard, Jim	Owner, Barnard Engineering	Business/Antrim
	<input checked="" type="checkbox"/>	5. Bollman, Ken	President, Saber Tool Company	Business/Wexford
	<input checked="" type="checkbox"/>	6. Breithaupt, Tino	VP, Traverse City Chamber of Commerce	Economic Development
	<input type="checkbox"/>	7. Crum, Gretchen	Personnel Director, Boyne USA	Business/Charlevoix
	<input type="checkbox"/>	8. Dillon, Charles	President, West Shore Community College	Post Secondary Ed
	<input checked="" type="checkbox"/>	9. Ezop, Judy	Workforce Development Agency, State of MI	Region
	<input checked="" type="checkbox"/>	10. Fedus, Gary	President, Mitchell Graphics	Business/Emmet
	<input checked="" type="checkbox"/>	11. Jeannot, Art	Owner, jdc Jeannot Development Company	Business/Benzie
	<input 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 checked="" type="checkbox"/>	15. McLaughlin, Dawn	Director, Grand Traverse, Leelanau, Kalkaska	DHS
	<input type="checkbox"/>	16. Marsh, Don	Owner, Marsh Industrial, Kalkaska	Business/ Kalkaska
	<input checked="" type="checkbox"/>	17. Nowlin, Leslie	Piranha Hose Products	Business/Cadillac
	<input checked="" type="checkbox"/>	18. Osborne, Ken	VP Manufacturing, Boride Engineered Abrasives	Business/Grand Traverse
	<input checked="" type="checkbox"/>	19. Parkes, Doug	Manistee County School Board	K12 Education
	<input checked="" type="checkbox"/>	20. Perdue, Steve	Exec. Director GTP Industries Inc.	Community Based Org.
	<input checked="" type="checkbox"/>	21. Peters, Sue	VP/Human Resources Munson	Business/Grand Traverse
	<input checked="" type="checkbox"/>	22. Pettibone, Christine	Kalkaska Screw Products	Business/Kalkaska
	<input checked="" type="checkbox"/>	23. Pratt, David	Deputy Warden, Pugsley Correctional Facility	Community Corrections
	<input checked="" type="checkbox"/>	24. Rives, Jerald	President, Elk Lake Tool Co.	Business/Antrim
	<input type="checkbox"/>	25. Ryan, Martha	Owner, Martha's Leelanau Table	Business/Leelanau
	<input type="checkbox"/>	26. Smith, Jim	NMC/ Tool North, Inc.	Students
	<input type="checkbox"/>	27. Stephenson, John	Executive Director, NW Community Action Agency	Community Based Org.
	<input type="checkbox"/>	28. Toth, John	President, Central Labor Council	Labor
	<input type="checkbox"/>	29. Vanderwal, Ryan	President, Star City IBA, Inc & Premium Farm Solutions	Business/Missaukee

Northwest Michigan Council of Governments
Amended Budget and Expenditures thru December for FY 2013
(10/1/2012 - 9/30/2013)

Line #	Description	FY 12 (10/1/2011 - 9/30/2012)		FY 13 (10/1/2012 - 9/30/2013)																		
		Revenues, Expenditures	% of Total	Budget			Actual Revenues (for "Other" funds only)		Actual Expenditures													
				Beginning Fund Balance (if applicable)	Estimated Revenues	Estimated Expenses	Ending Fund Balance (if applicable)	DECEMBER '12	as a % of Budget	DECEMBER '12	as a % of Budget	% of Total Expenditures										
	CHANGES SINCE OCTOBER EXPENDITURE REPORT																					
	+ Budget amount increased.																					
	- Budget amount decreased.																					
	N New funding source.																					
1	Beginning Fund Balance + Estimated Revenues = Total Estimated Funds Available																					
2	REVENUES:																					
3	501 Federal Grants	\$8,724,158	73.3%					\$12,167,373														
4	539 State Grants	1,061,702	8.9%					\$8,525,043														
5	600 Charges for Services	146,313	1.2%					1,296,859														
6	664 Interest	24,080	0.2%																			
7	671 Other Revenue	1,939,116	16.3%																			
8	Subtotal 600-671	2,109,509	17.7%					1,255,847														
9	TOTAL REVENUE	<u>\$11,895,369</u>	100.0%					<u>\$11,077,749</u>														
10																						
11	EXPENDITURES:																					
12	690 Community and Economic Development																					
13	Federal Grants	\$9,238,712	74.7%																			
14	State Grants	1,088,829	8.8%																			
15	Other Funds	2,038,112	16.5%																			
16	TOTAL EXPENDITURES	<u>\$12,365,653</u>	100.0%					<u>\$11,199,010</u>														
17																						
18	390 Fund Balance - Beginning	\$1,658,128																				
19	Federal Grants	681,551																				
20	State Grants	6,889																				
21	Other Funds	969,688																				
22	390 Fund Balance - Ending	\$1,089,624																				
23	Federal Grants	71,486																				
24	State Grants	-20,237																				
25	Other Funds	1,038,376																				
26	390 Change in Fund Balance	-\$568,503																				
27	Federal Grants	-610,066																				
28	State Grants	-27,126																				
29	Other Funds	68,688																				
30																						
31																						
32	Expenditure Detail:																					
33	FEDERAL GRANTS																					
34	WORKFORCE INVESTMENT ACT ADMINISTRATION PY 11	247,115	2.7%																			
35	WORKFORCE INVESTMENT ACT ADMINISTRATION PY 12	157,066	1.7%																			
36	WORKFORCE INVESTMENT ACT ADULT PY 11	917,909	9.9%																			
37	WORKFORCE INVESTMENT ACT ADULT PY 12	490,429	5.3%																			
38	WORKFORCE INVESTMENT ACT DISLOCATED WORKER PY 11	445,280	4.8%																			
39	WORKFORCE INVESTMENT ACT DISLOCATED WORKER PY 12	453,939	4.9%																			
40	RECOVERY ACT WORKFORCE INVESTMENT ACT NATIONAL EMERGENCY GRANT-OJT	44,114	0.5%																			

**Northwest Michigan Council of Governments
Amended Budget and Expenditures thru December for FY 2013
(10/1/2012 - 9/30/2013)**

Line #	Description	FY 12 (10/1/2011 - 9/30/2012)		FY 13 (10/1/2012 - 9/30/2013)								
		Revenues, Expenditures	% of Total	Budget			Actual Revenues (for "Other" funds only)		Actual Expenditures			
				Beginning Fund Balance (if applicable)	Estimated Revenues	Estimated Expenses	Ending Fund Balance (if applicable)	DECEMBER '12	as a % of Budget	DECEMBER '12	as a % of Budget	% of Total Expenditures
	CHANGES SINCE OCTOBER EXPENDITURE REPORT											
	+ Budget amount increased.											
	- Budget amount decreased.											
	N New funding source.											
41	RECOVERY ACT WORKFORCE INVESTMENT ACT NATIONAL EMERGENCY GRANT-OJT 12/13	6,638	0.1%		293,362	293,362				72,885	24.8%	4.0%
42	U.S. DEPT. OF DEFENSE PROCUREMENT (08-2012/07-2013)	37,244	0.4%		241,667	241,667				57,611	23.8%	3.2%
43	U.S. DEPT. OF DEFENSE PROCUREMENT (08-2011/07-2012)	252,828	2.7%		---	---				---	---	---
44	SMALL BUSINESS AND TECHNOLOGY DEVELOPMENT CENTER CY 11	53,099	0.6%		---	---				---	---	---
45	SMALL BUSINESS AND TECHNOLOGY DEVELOPMENT CENTER CY 12	125,317	1.4%		40,000	40,000				40,000	100.0%	2.2%
46	SMALL BUSINESS AND TECHNOLOGY DEVELOPMENT CENTER CY 13	---	---		123,650	123,650				0	0.0%	n/a
47	WORKFORCE INVESTMENT ACT YOUTH PY 11	575,376	6.2%		---	---				---	---	---
48	WORKFORCE INVESTMENT ACT YOUTH PY 12	420,823	4.6%		602,184	602,184				190,536	31.6%	10.6%
49	TRADE ACT	1,437,541	15.6%		550,000	550,000				48,454	8.8%	2.7%
50	TRADE ACT/CASE MANAGEMENT	70,914	0.8%		25,000	25,000				0	0.0%	n/a
51	TRADE ACT TGA	---	---		950,000	950,000				148,730	15.7%	8.3%
52	WAGNER-PEYSER EMPLOYMENT SERVICES PY 11	485,947	5.3%		---	---				---	---	---
53	WAGNER-PEYSER EMPLOYMENT SERVICES PY 12	124,402	1.3%		367,806	367,806				85,604	23.3%	4.8%
54	EMERGENCY UNEMPLOYMENT COMPENSATION REEMPLOYMENT SERVICES	111,622	1.2%		87,780	81,158				60,492	74.5%	3.4%
55	JET (aka WORK FIRST) TANF	828,488	9.0%		770,494	770,494				176,016	22.8%	9.8%
56	JET (aka WORK FIRST) TANF SUPPORT SERVICES	37,000	0.4%		---	---				---	---	---
57	WORKFORCE INVESTMENT ACT STATEWIDE ACTIVITIES - JET SUPPORT PY 11	50,684	0.5%		---	---				---	---	---
58	WORKFORCE INVESTMENT ACT STATEWIDE ACTIVITIES - JET SUPPORT AY 10	4,401	0.0%		---	---				---	---	---
59	HEALTHCARE SKILLS ALLIANCE	76,538	0.8%		---	---				---	---	---
60	SMALL BUSINESS ADMIN., MICHIGAN STRATEGIC FUND/STATE TRADE & EXPORT PROMOTION	250,432	2.7%		330,000	330,000				9,490	2.9%	0.5%
61	WORKFORCE INVESTMENT ACT STATEWIDE ACTIVITIES - ONE STOP PY 11	76,690	0.8%		---	---				---	---	---
62	WORKFORCE INVESTMENT ACT STATEWIDE ACTIVITIES - ONE STOP PY 12	15,389	0.2%		42,305	42,305				29,088	68.8%	1.6%
63	WORKFORCE INVESTMENT ACT INCENTIVE PY 10	2,620	0.0%		---	---				---	---	---
64	WORKFORCE INVESTMENT ACT INCENTIVE PY 11	1,871	0.0%		---	---				---	---	---
65	WORKFORCE INVESTMENT ACT INCENTIVE PY 12	---	---		2,000	2,000				0	0.0%	n/a
66	REGIONAL SKILLS ALLIANCE - BUSINESS TRAINING ALLIANCE	106,822	1.2%		---	---				---	---	---
67	WORKFORCE INVESTMENT ACT STATEWIDE ACTIVITIES - AGRICULTURE SKILLS ALLIANCE	97,261	1.1%		---	---				---	---	---
68	WORKFORCE INVESTMENT ACT STATEWIDE ACTIVITIES-CAPACITY BUILDING PY 11	16,000	0.2%		---	---				---	---	---
69	ECONOMIC DEVELOPMENT ADMINISTRATION PY 11	68,391	0.7%		---	---				---	---	---
70	ECONOMIC DEVELOPMENT ADMINISTRATION PY 12	25,699	0.3%		76,500	76,500				14,238	18.6%	0.8%
71	FOOD ASSISTANCE - SUPPORTIVE SERVICES	240	0.0%		2,634	2,634				0	0.0%	n/a
72	FOOD ASSISTANCE - EMPLOYMENT & TRAINING	96,569	1.0%		92,724	92,724				27,530	29.7%	1.5%
73	YOUTH BUILD 2/U.S. DEPARTMENT OF LABOR	512,355	5.5%		590,000	590,000				130,878	22.2%	7.3%
74	WORKFORCE INVESTMENT ACT - ADULT EDUCATION AND FAMILY LITERACY PY11	161,250	1.7%		---	---				---	---	---
75	WORKFORCE INVESTMENT ACT - ADULT EDUCATION AND FAMILY LITERACY PY12	1,263	0.0%		150,000	150,000				63,594	42.4%	3.5%
76	YOUTH BUILD/U.S. DEPARTMENT OF LABOR	98,109	1.1%		---	---				---	---	---
77	N TC TALUS - LOCAL	---	---		40,000	40,000				838	2.1%	0.0%
78	- MICHIGAN DEPARTMENT OF TRANSPORTATION	160,590	1.7%		238,405	238,405				47,097	19.8%	2.6%
	U.S. DEPARTMENT OF AGRICULTURE	24,418	0.3%		42,488	42,488				0	0.0%	n/a
	COASTAL COMMUNITIES-DEQ/NOAA	6,825	0.1%		21,000	21,000				920	4.4%	0.1%

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				Beginning Fund Balance (if applicable)	Estimated Revenues	Estimated Expenses	Ending Fund Balance (if applicable)	DECEMBER '12	as a % of Budget	DECEMBER '12	as a % of Budget	% of Total Expenditures	
	CHANGES SINCE OCTOBER EXPENDITURE REPORT												
	+ Budget amount increased.												
	- Budget amount decreased.												
	N New funding source.												
79	HOUSING & URBAN DEVELOPMENT-SUSTAINABLE COMMUNITIES, GRAND VISION TO GRAND ACTION	61,203	0.7%		625,000	625,000					27,604	4.4%	1.5%
80	Subtotal Federal Grants	\$9,238,712	100.0%		\$8,525,043	\$8,518,421					\$1,801,750	21.2%	100.0%
81													
82	STATE GRANTS												
83	MICHIGAN ECONOMIC DEVELOPMENT CORPORATION	160,600	14.7%		160,600	160,600					36,671	22.8%	13.0%
84	JET (aka WORK FIRST) GENERAL FUND/GENERAL PURPOSE FY12	304,419	28.0%		193,938	193,938					43,280	22.3%	15.3%
85	MICHIGAN ECONOMIC DEVELOPMENT CORPORATION/STATE TRADE & EXPORT PROMOTION	39,826	3.7%		45,000	45,000					12,382	27.5%	4.4%
86	MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY/HUD MATCH	3,574	0.3%		99,550	99,550					17,499	17.6%	6.2%
87	MICHIGAN ECONOMIC DEVELOPMENT CORP. SCIENCE, TECHNOLOGY, ENGINEERING & MATH	---	---		20,000	20,000					0	0.0%	n/a
88	MICHIGAN ECONOMIC DEVELOPMENT CORP. AGRICULTURAL BUSINESS CONSULTANT	18,509	1.7%		50,000	50,000					14,526	29.1%	5.1%
89	MICHIGAN PRISONER RE-ENTRY INITIATIVE - LIFEWAYS PROGRAM	1,598	0.1%		5,000	5,000					2,630	52.6%	0.9%
90	MICHIGAN PRISONER RE-ENTRY INITIATIVE	560,303	51.5%		722,771	722,771					155,719	21.5%	55.1%
91	Subtotal State Grants	\$1,088,829	100.0%		\$1,296,859	\$1,296,859					\$282,707	21.8%	100.0%
92													
93	OTHER FUNDS												
94	MICHIGAN WORKS! SERVICE CENTERS	926,733	45.5%	\$26,737	870,355	865,020	\$32,072	218,095	25.1%		190,913	22.1%	61.3%
95	SMALL BUSINESS AND TECHNOLOGY DEVELOPMENT CENTER - CASH MATCH CY 11	8,910	0.4%	---	---	---	---	---	---		---	---	---
96	SMALL BUSINESS AND TECHNOLOGY DEVELOPMENT CENTER - CASH MATCH CY 12	31,236	1.5%	23,148	0	7,000	16,148	0	n/a		6,633	94.8%	2.1%
97	U.S. DEPT. OF DEFENSE PROCUREMENT - LOCAL MATCH	5,044	0.2%	29,831	29,520	29,520	29,831	0	0.0%		6,034	20.4%	1.9%
98	YOUTH PROGRAMMING	1,904	0.1%	2,096	113	2,209	0	113	100.0%		2,209	100.0%	0.7%
99	COUNTIES APPROPRIATION - GENERAL FUND	12,733	0.6%	15,900	55,000	55,000	15,900	4,174	7.6%		3,370	6.1%	1.1%
100	REGIONAL PLANNING - GENERAL FUND	129,265	6.3%	116,713	133,000	125,000	124,713	12,407	9.3%		10,574	8.5%	3.4%
101	COMMUNITY HOUSING CHOICES	22,512	1.1%	---	---	---	---	---	---		---	---	---
102	GRAND VISION-MI LAND USE INSTITUTE	167,158	8.2%	87,851	0	87,851	0	0	n/a		39,626	45.1%	12.7%
103	KELLOGG FOUNDATION - GRAND VISION	---	---	50,000	0	50,000	0	0	n/a		0	0.0%	n/a
104	SLEEPING BEAR TRAIL	504,951	24.8%	---	---	---	---	---	---		---	---	---
105	NETWORKS NORTHWEST	0	n/a	7,306	0	0	7,306	0	n/a		0	n/a	n/a
106	PASS THROUGH FOR MICHIGAN REHABILITATION SERVICES	26,150	1.3%	0	26,000	26,000	0	0	0.0%		0	0.0%	n/a
107	COMMUNICATIONS	157,886	7.7%	36,609	87,659	86,930	37,338	4,208	4.8%		22,015	25.3%	7.1%
108	MICROLOAN FUND	2	0.0%	4,097	0	-1,200	5,297	0	n/a		0	n/a	n/a
109	RESERVE FUND	22,609	1.1%	451,321	15,000	16,400	449,921	3,049	20.3%		104	0.6%	0.0%
110	GENERAL	0	n/a	26,848	0	2,000	24,848	0	n/a		0	0.0%	n/a
111	LEAVE FUND	21,020	1.0%	150,700	39,200	32,000	157,900	1,472	3.8%		30,003	93.8%	9.6%
112	Subtotal Other Funds	\$2,038,112	100.0%	\$1,029,158	\$1,255,847	\$1,383,730	\$901,275	\$243,517	19.4%		\$311,481	22.5%	100.0%

Northwest Michigan Council of Governments
CEO's Report, January-February 2013
(Items that are not on the current board agenda but are worth noting)

Local Events & Activities

I was asked to make a presentation on the Emmet County economy at the Petoskey Regional Chamber of Commerce's annual State of the Community Luncheon. It's on our website at www.nwm.org/emmet-economy. I also attended the Traverse City Chamber's Annual Celebration in January, and I'm scheduled to be the speaker at the Cadillac Chamber's luncheon series in March.

Former Senator Jason Allen arranged an informal meeting for us with Governor Snyder's northern MI representative, Dave Nyberg. They came to our office for lunch, and it was a great opportunity for us to help Dave get to know this region, NWMCOG and Michigan Works a little better.

I reach out regularly to our region's educators and economic development leaders. Recently I had informal individual meetings with the presidents of West Shore, North Central, Northwestern, and Baker College. Since all of them are engaged and committed to issues related to work force training and economic development, it is important for us to collaborate well.

Our agency has been on the Ron Jolly radio show two times recently. Jaclyn Sanborn was interviewed about our Michigan Works Just-in-Time Trainings for the manufacturing sector. Chris Bosio was interviewed about our STEP program that helps business increase their sales through exporting. Both did a terrific job, and if you missed them, you can hear their interviews on our website at www.nwm.org/business.

Legislators

In early February I hosted a luncheon meeting in Lansing for all our State Representatives and Senators, along with their key staff people. This was an opportunity for us to communicate directly with all of them at once about our region and some of the key issues we see every day, such as road conditions, workforce skills gaps, and complicated state processes that could be made simpler.

I was asked to provide testimony to the State House's new workforce committee, led by Rep. Frank Foster of Petoskey, which also took place in early February. The focus of my comments was the "modernization" of Michigan Works to a demand-driven system, and accommodating 21st century talent enhancement needs within seriously out-dated federal legislation.

Michigan Works Activities

We planned and hosted an "Auto and Diesel Technicians Night" in Traverse City in early February. It was designed to provide an opportunity for employers and employees in that sector to get together, learn more about the industry, and talk shop. We experimented with a new approach that was a combination of a job fair, career exploration, recruiting and industry promotion event, allowing employers to

showcase their workplaces and educators to provide information about career pathways and training programs. Our staff arranged with seven businesses and three colleges to co-sponsor this event.

Sessions with manufacturers were held in Cadillac and Traverse City to obtain very specific information about positions that are difficult for them to fill and the skills they need employees to have. Customized, just-in-time training programs will be developed by Michigan Works and implemented by local colleges and career tech centers accordingly.

We were approached by 9 & 10 News about their “New Year, New You” segment that ran in early January. JC Penneys had offered to provide make-overs for three job seekers. We selected three individuals who have been seeking employment for an extended period of time and were willing to have their stories followed on TV in exchange for hair & clothing make-overs. Michigan Works Manager, Jane Butzier, had an opportunity to provide job search tips and information about Michigan Works as part of this news series, and the job seekers received very positive exposure.

We received a generous grant of \$5,000 from the Traverse Bay Economic Development Corp. to support the on-going transformation of our Traverse City Michigan Works! Center into a Career Café. Their grant will be used to purchase a large Smart Board so staff can conduct a variety of mini-workshops on a demand basis right in the café area.

Traverse City Michigan Works Center

In February, Michigan Rehabilitation Services (MRS) is vacating their space at the Traverse City Michigan Works Center to move into the state office building. We regret that they are moving because it will be much less convenient for customers who work with both agencies. However, this presented an opportunity for us to re-negotiate our lease because our rate increase coincided with their move. We were able to get our landlord to agree to no rate increase on the entire facility for the next five years if we assumed the space vacated by MRS. This additional space will allow us to give some our tenants better space (at higher rates to them). It also allows us to create a separate area for all our business services and business-related programs. In addition, in conjunction with our SBTDC program, we will eventually have office space available on an hourly basis for small-business entrepreneurs.

YouthBuild Activities

Our Petoskey YouthBuild participants built an 8 x 14 shed as part of their construction skills training. The costs of the shed were covered by a grant from the Petoskey-Harbor Springs Community foundation. The participants were then able to sell the shed which brought much-needed income into the program for participant support services. And our Cadillac YouthBuild group, with a grant from the Home Depot Foundation, built raised bed gardens for the Cornerstone Community Garden in Cadillac. Both groups of students were extremely proud of their work and also learned great lessons, not only about constructions skills, but also about productivity, entrepreneurship, quality, work ethic, and the power of their capabilities.

SBTDC Business Trainings

We have kicked off the year's schedule of business training with "Five Keys to Fiscal Fitness" to help small business operators strengthen their financial literacy and management skills. We have also offered our first two six-week "Venture Plan" trainings, which are all about developing a viable business plan. These and other training topics are offered by our Small Business & Technology Development Center (SBTDC). Under the direction of Mary Rogers, the program is concentrating on beefing up its calendar of trainings throughout the region this year. These trainings allow us to serve far more businesses, and they also serve as a sort of "triage" system for us to identify entrepreneurs who are serious candidates for one-on-one business development services.

PTAC Updates

You may recall that our Procurement Technical Assistance Center (PTAC) covers not only our ten-county region but also twelve counties in the Upper Peninsula. We have a staff person stationed in Escanaba for this program, which helps companies become successful in obtaining government contracts, adding jobs and economic stability to their communities. Each year we name a PTAC Contractor of the Year and this time the company is GLSV, an engineering company that offers a broad range of design, manufacturing and testing services. Its products are diverse and include exhaust ducts for helicopters, silencers for turbines on Navy ships, and after-market suspension systems for snowmobiles. The company was started in 1996 in the owner's garage. It is now housed in a 15,000 square foot facility in Houghton. The company credits our PTAC program with helping them diversify and expand their business, allowing them to hire 11 additional employees.

PTAC is currently offering training on military packaging requirements, which can be very strict and onerous for companies. The training covers topics such as package marking requirements, special military shipping labels, bar code requirements, radio frequency identification, unique shipping documentation requirements and other technical mandates of shipping to the military.

Local Policy: Supportive Services

Date: DRAFT

To: Northwest Michigan Works! staff

From: Janie McNabb, Director of Program Development, NWMCOG/NWMW

Subject: Local Policy providing guidance on Support Services provided to eligible participants

Programs Affected: Workforce Investment Act Adult, Dislocated Worker, Youth, National Emergency Grant, and Incumbent Worker; PATH (Partnership. Accountability. Training. Hope); TAA/TGAAA

Applicable State and/or Federal Guidelines: WP PI 04-04; BWP/BWT PI 06-33, change 5; TAA and TGAAA Manuals

Funding Source(s): WIA, TANF, GF/GP; TAA; TGAAA

This policy provides guidance on the provision of supportive services for eligible program participants.

All of the Northwest Michigan Works! Service Centers provide staff and customers with community services directories listing resources available, along with detailed contact information, to address barriers to employment that are not addressed by supportive services. In addition, the 2-1-1 information and referral service is available in all ten counties of the Northwest region. Staff should use this service as a means to assist customers with accessing community resources.



Part I: Policy Provisions

A. General

1. Supportive services are not entitlement payments and are provided at the discretion of Northwest Michigan Works! program staff, using the Policy Provisions herein and applicable state and federal regulations. Supportive services are provided based on individual circumstances; payment made on behalf of one participant may not necessarily be made on behalf of another.
2. Program staff are responsible for verifying the participant's need for supportive services, determining whether the payment of such services will assist in removing barriers to employment and/or training.
3. All supportive services provided must be documented on the participant's ISS on the OneStop MIS. Case notes must indicate what other sources/resources were considered and the reason they were not available. Under no circumstance may a supportive service be provided utilizing workforce funds if that service is readily available in a timely manner from another community agency or organization.
4. Before a request for supportive services can be finalized, the program staff member must obtain the approval of the Program Director, who may place limits on the duration and amount of the service. Acceptable accounting procedures will be adhered to in the provision of supportive services.
5. The Northwest Michigan Works! Inc. Accounting Department will work with program staff to establish vendor relationships in each community throughout the region. Vendors will be selected based on their ability to provide the goods or services most commonly needed by program participants, and who will agree to operate on a purchase order basis.
6. In establishing such vendors, efforts will be made to distribute expenditures of supportive services funds throughout a community while also assuring that costs are reasonable in relation to the goods or services being provided. In addition, vendors will be treated courteously and paid promptly.
7. The Northwest Michigan Works! Program Director may alter the availability of supportive services at any time during the program year at her discretion, based on funding levels and other priorities.

B. Program-Specific

Supportive services may be provided for the following programs given the following criteria.

1. Program: PATH (Partnership, Accountability, Training, Hope)

Supportive Services may be provided to PATH participants to assist in overcoming barriers to full participation in allowable activities, including attendance at Job Club and required workshops, job search, interviewing, work experience, community service, vocational training and on-the-job training.

Supportive Services may also be provided to PATH participants for 180 days after obtaining employment.

Available Supportive Services are listed below. These are provided to participants based on individual need. Lifetime or yearly limitations are also listed.

Service	Description	Limit
Transportation	Gas cards or bus passes, based on actual cost of travel or public transportation. Start-up cost of obtaining insurance for an uninsured vehicle that is owned by the participant.	Based on individual need
Automobile repair	Repairs to the automobile owned by the participant and that are necessary for participation. Three estimates must be obtained and the work completed by a licensed mechanic.	\$900 / year
Clothing	Clothing necessary for interviewing or work. Local "career closets" and thrift stores should be explored prior to purchasing new items.	\$500 / year

Relocation Allowance	Only to be used for participants who have obtained verifiable employment at a location outside commuting distance from their home.	\$1,500 / year
Employment-related medical expenses	Only for those medical expenses not covered by the Department of Human Services. These may include immunizations and tests required for employment or training.	Based on individual need
Work-related expenses	Only for one-time, work-related expenses that are required to seek, obtain, and retain employment. These may include purchase of tools, professional license fees, and similar non-continuing expenses.	Based on individual need

All provision of Supportive Services must be verified by the PATH Career Advisor, documented in the case file, and reported in the client's record in the One-Stop Management Information System.

Additional guidance, restrictions, and policy provisions are included in BWP/BWT Policy Issuance 06-33, change 5.

2. Program: Workforce Investment Act – Adult and Dislocated Worker

The recipient of Supportive Services must be entering or already enrolled in a training program that is funded by Workforce Investment Act.

Supportive Services may include:

- Tools and uniforms required for participation in the training program;
- Pre-enrollment medical exams;
- Occupational certification exams and/or licensure fees, upon successful completion of the training program.

Limitations are based on individual need and availability of funding.

All provision of Supportive Services must be verified by the Career Advisor or Classroom Training Specialist, documented in the case file, and reported in the client's record in the One-Stop Management Information System.

3. Program: Trade Adjustment Act / Trade & Globalization Adjustment Assistance Act

Individuals who are eligible and approved for training benefits under the Trade Adjustment Act or the Trade & Globalization Adjustment Assistance Act will receive supportive services as mandated by the enacting legislation. Provision of these supportive services will be coordinated by TAA/TGAAA staff and the Trade Act Manager.

Supportive services include:

- Transportation
- Subsistence
- Relocation
- Supplies
- Equipment
- Exams and certification fees

All supportive services must be related to the training funded by the program and must be necessary to participate.

Regulations and policy governing these services are provided in the TAA Manual and the TGAAA Manual.

Online Intake and Distance Learning Pilot



NWMCOG received a grant from the Workforce Development Agency-State of Michigan, on behalf of the Northwest Michigan Adult Learning Partnership, to work on a regional project. The purpose of the grant is to facilitate the partnerships that are necessary for regional collaboration. The project that we are pursuing as a regional effort is development of an infrastructure for shared intake and distance learning.

This infrastructure will be available for providers of adult education services throughout the region. This system will be entitled **CommOnline**, which is a meshing of the words “Common” – since partners will be working together to do things in common, and the word “online” - since both the intake and distance learning systems will be available on the internet.

The primary goal of **CommOnline** is to expand access to adult education services. This will help to implement some recommendations of the recent Task Force on Adult Education Transformation – a task force established by the statewide workforce development board. ([Click here to read more](#) about the Task Force and its recommendations.) Below is a list of objectives of our grant, along with the Task Force recommendations with which that objective aligns.

- *Grow the partnership to include all providers of educational programming to adults in the region.* One recommendation of the Task Force was to “engage a range of partners in service delivery to meet the diverse needs of adult learners.” The process of developing this system will fully engage the existing partnership as well as several new members. Full engagement of numerous partners improves collaboration and reduces duplication. It also recognizes that adult learners have a variety of needs, especially related to access.
- *Improve the use of technology-based resources among partner service providers as well as adult learners.* One recommendation of the Task Force was to “increase access to adult learning.” Technology offers myriad ways to improve efficiency, reach more learners, and track results more efficiently. CommOnline is just one step toward cultivating the usage of technological resources. Training in the systems will be essential and will be reinforced with additional updates throughout the launch.
- *Determine capacity of local adult education programs for compliance with federal and state funding.* This regional project will identify gaps and strengths in the capacity of various programs to implement intake and registration, pre- and post-testing, monitor progress and manage all documentation requirements. This will help programs that currently do not receive federal and state funding to prepare for the potential to access those funds via the proposed regional distribution of grants.
- *Evaluate the effectiveness of CommOnline, as well as the continued Adult Learning Partnership structure.* Quantifiable benchmarks and measurements will be established by the committee immediately and will be tracked throughout the year.

Description of Project

The Adult Learning Partnership will develop a comprehensive regional system for two purposes: 1. Intake and referral; and 2. Distance learning. This system will allow all partners in the region to better work in a collaborative manner; will expand access to services for adult learners; and will improve efficiency in administration and evaluation.

The partners that have agreed to participate in this system are:

- Grand Traverse Area Literacy Council
- BACN (Benzie Area Christian Neighbors)
- Friends of the Cadillac Wexford Library
- Northwest Michigan Works! Adult Education
- Cadillac Adult Education
- North Central Michigan College
- Northwestern Michigan College
- West Shore Community College
- Baker College of Cadillac

Online Intake

The Adult Learning Partnership will collaboratively develop a common intake form. This form will be available online, and will direct applicants to the services available nearest them, and/or will refer them to the program that best meets their needs. The web site that hosts the intake form will also include information, service hours, and contacts for each partner's programs. Programs will include all adult education programming in the region, such as GED preparation, high school completion, ABE, ESL, and workplace literacy. Programs will also include assistance with the transition to postsecondary education, such as mentoring, tutoring, financial aid application, study skills training, and campus visits.

Distance Learning

The Adult Learning Partnership will facilitate a regional system for accessing distance learning. Northwest Michigan Works! has acquired Odysseyware, a distance learning program that provides interactive instruction in ABE, GED Preparation, ESL, and more. With funds from the grant, we will purchase additional licenses and share them with all partners. NWMCOG has facilitated training in the Distance Learning 101, as well as successful practices in administering distance learning programs.

Committee

In order to ensure that all partners are involved in the development of both the online intake form and the distance learning system, a committee of the Adult Learning Partnership will participate in setting up, testing, and launching the system. Committee members will consist of one representative from each partner organization. NWMCOG will ensure compliance with grant requirements, will oversee web site development, and will lead marketing efforts. All Adult Learning Partnership partners will have a role to play in marketing the system. The committee will establish measurement of success and will track progress toward identified benchmarks.

Advanced Manufacturing

EMPLOYER FORUMS

Machining

- Upcoming forum: Feb. 15 in Traverse City
- 11 manufacturers; Cadillac - Jan. 2013
- 9 manufacturers; Charlevoix - June 2012

Welding

- 5 manufacturers; Cadillac - April 2012 & another 5 in Jan. 2013
- 5 manufacturers & weld shops; Charlevoix - March 2012
- 8 manufacturers & weld shops; TC - Feb. 2012

Additional Activities: employer surveys to vet training curriculum, numerous company tours for students, and reverse job fairs.



MEDIA

Upcoming Employer Forum Promotion (attached)

[Cadillac News story](#) of Jan. 2013 Employer Forum

[Video](#): Basic Machining Just-In-Time Training

[Radio](#): Ron Jolly interviews Jaclyn Sanborn about Just-In-Time Training.

Promotions for Basic Machining & Welding Training (attached)

JUST IN TIME TRAINING

Basic Machining, Oct. – Dec. 2012: Thirteen adult & dislocated workers trained by NCMC for manual machining, intro to CNC, print reading, measuring, shop math, intro to Lean. 160-hours of lab instruction on manual and CNC mills and lathes, plus 30-hours of job shadow at local facilities. Three students hired; all students interviewing.

MIG Welding & Print Reading, June 2012: Eight adult & dislocated workers trained by Kirtland Community College & NCMC for MIG welding (to AWS certification in vertical position for D1.1 Structural Code – Steel). 160-hour lab training, plus 30-hour Print Reading class. Six students employed as welders; two student continuing education.



Basic Machining Training



Just in Time Training
by Northwest Michigan Works!

Provided by:



Training Offered Through:



Unemployed? Under-employed? Have you been laid off?

Successful completion of this training program can put you on a career path to be a CNC machinist.



Pre-Register and Attend the Required Orientation Session!

Call Now: 231-347-5150 to register for the required orientation session



Orientation Date/Time: Tuesday, September 11th, 2:00 PM

Orientation Location: Petoskey Michigan Works! Service Center, 2225 Summit Park Drive

Training Format/Location:

160 hours of training at the Charlevoix High School Machine Shop
& 30+ hours of job shadowing at various manufacturing facilities in the area.

Training Dates & Time:

1-6 PM, Mondays - Thursdays, October 1 - December 6
(with breaks during rifle season and Thanksgiving)

Value: A value of over \$2,500.

Scholarships available to support tuition, books and materials.

Enrollment is limited. Register now!

For more information, contact:
Petoskey Michigan Works! Service Center

Free Training for Eligible Participants!

About the Basic Machining Training:

The Basic Machining Training gives you a start down the career path to become a CNC machinist. Northwest Michigan Works! provides *Just In Time Training* in response to requests by employers.

Reserve Your Spot, Check Eligibility by Calling: 231-347-5150

Northwest Michigan Council of Governments and associated programs are Equal Opportunity Employers/Programs. Auxiliary aids and services are available upon request to individuals with disabilities. Michigan Relay Center callers use 711 or 1-800-649-3777.

Building Your Welding Workforce

Wednesday, February 22, 2012

8:30 AM – 10:00 AM

Traverse City Michigan Works!, 1209 S. Garfield

Breakfast served.

Northwest Michigan Works! invites you to participate in a breakfast meeting with peer companies and educational institutions. The purpose of the meeting is for us to hear your needs concerning the qualifications and number of new welders that you require to sustain and grow your business.

We will use the information gathered at the meeting to design an accelerated training program for new hires that results in a qualification that is meaningful to you and that meets your hiring timeline. We will recruit trainees with the basic job skills, potential to learn and abilities to become a welder. We will provide scholarships for trainees who are eligible for our funding. You will have quick access to a new pool of qualified candidates to help your business grow.

Agenda

- I. Introductions
- II. What do you look for in a welder?
 - a. Basic skills
 - b. Occupation-specific knowledge, skills and equipment
 - c. Company-specific knowledge, skills and equipment
 - d. Certifications or Credentials
- III. Hiring Outlook
 - a. How many?
 - b. When?
- IV. Opportunities to Meet the Candidate Pool
 - a. Attend orientation/first day of class
 - b. Advise class or teach a portion of the class
 - c. Participate in testing, observe class
 - d. Meet graduates at event after training
- V. Other thoughts – Training program must-haves



Welding Training

Offered through:
North Central Michigan College and
Kirtland Community College



A program of



Let Our Resources Work For You.



Are you unemployed or under-employed?

Successful completion of this training program provides a certificate of completion from North Central Michigan College and testing for an American Welding Society Certification in vertical MIG welding.

Pre-Register and Attend the Required Orientation Session

Call Now: 231-347-5150 by Tuesday, April 24 to register for the orientation session.

Orientation Date/Time: Thursday, April 26, 2:00 PM

Orientation Location: Petoskey Michigan Works! Service Center, 2225 Summit Park Drive

Training will be held May 21 through June 30, 2012 in the Petoskey area.

Free Training for Eligible Participants! 8 Spots Available.

Enrollment is limited. Register now!

For more information, contact:
Petoskey Michigan Works! Service Center

231-347-5150

About the Welding Training:

The training has a value of more than six thousand dollars and will be provided for eight individuals who are eligible for Michigan Works! funding (available through federal workforce training funds).

Reserve Your Spot, Check Eligibility by Calling: 231-347-5150

Northwest Michigan Council of Governments and associated programs are Equal Opportunity Employers/Programs. Auxiliary aids and services are available upon request to individuals with disabilities. Michigan Relay Center callers use 711 or 1-800-649-3777.

Advanced Manufacturing Talent Summit

Friday,
Jan. 25, 2013
11:30 am - 2:00 pm

Wexford-Missaukee
Career Technical Center

9901 East 13th Street
Cadillac, Michigan 49601

Agenda:

11:30 AM -

Lunch, Welcome, Discussion of Skill Shortages and
Training Resources

12:30 PM -

Break into two groups to discuss specific skill needs
in Machining and Welding

1:30 PM - Wrap-Up; Adjourn by 2:00 PM

Please RSVP by January 21st to:

Donna Corbin, Northwest Michigan Works!
Business Services Assistant, 231-922-3769 or
donnacorbin@nwm.cog.mi.us



Northwest Michigan Works!, Baker College, and the Wexford-Missaukee Career Technical Center invites you to a lunch meeting with peer companies. The purpose of the meeting is for educational partners, State Legislators, and associations to listen to your manufacturing workforce needs in order to develop training solutions that are tailored to your industry and company-specific needs.



Auto & Diesel Technicians Night

**Tuesday
Feb. 5th
4:30pm - 7:30pm**



- Meet local technicians & business owners
- See new equipment, gadgets and gear
- Learn about training programs
- Explore career opportunities — meet recruiters
- Appetizers and cash bar
- Win door prizes • Free admission

Parsons-Stulen Building NMC Aero Park Campus

2600 Aero Park Drive, Traverse City

Located in the Traverse City Airport
Industrial Park off Parsons Road

Hosted by:

Exhibitors:

Let Our Resources Work For You.



Find it here.



BELLE TIRE



For more information, contact Donna Corbin, Northwest Michigan Works! Business Services Assistant: 231-922-3769

IT CAREER AND JOB FAIR



Careers & Jobs in Information Technology!

Tuesday, April 10, 2012

4:00 p.m. – 7:00 p.m.

Hagerty Center

715 E. Front Street, Traverse City

Considering a Career in IT?

Representatives from Northwestern Michigan College will be available to answer questions about education and training opportunities for anyone interested in an IT career.

JOB SEEKERS:

Employers will be recruiting qualified candidates for current open positions in:

- Network Administration
- Web Development
- Tech Support
- Database Administration

Applicants should bring a customized résumé highlighting relevant qualifications to the job fair and be prepared for a professional, onsite interview.

Visit Our Website: <http://nwm.org/workforce/>

NOTE: Anyone interested in applying for one of these positions should send their résumé prior to April 10 to: jobfairs@nwm.cog.mi.us

Sponsored by:

Let Our Resources Work For You.



Health Care

JUST IN TIME TRAINING (region-wide trainings since Jan. 2012)

Certified Nurse Aide: 51 participants

Healthcare Skills Upgrade Classes

(Dementia Series, Home Skills Series, Chronic Disease & Professional Boundaries): 51 participants

JOB FAIRS

Healthcare Career & Job Fair, August 2012, with Grandvue Medical Facility & NCMC: 12 employers exhibiting, dozens of job seekers.

Reverse Job Fair, June 2012 at TCMW to promote recent C.N.A. grads from NMC & Baker: 7 employers interviewing on-site.



Info Tech

IT Career & Job Fair; April 9, 2013 at Hagerty Center in TC. Six employers have already signed on, and we just set the date last week!

2012 IT Career & Job Fair featured 14 employers, 2 educational partners; and over 140 job seekers attended. 3 immediate placements; several OJTs, and 26 follow-up contacts/interviews resulted within 1 mo. of the fair.

MEDIA

Healthcare Career & Job Fair [Photos](#) & [Video](#) News Story.

C.N.A. Reverse Job Fair [Video](#) News Story.

2012 IT Career & Job Fair [Video](#) News Story.

Hospitality Excellence Training Promotions (attached)

Hospitality

JUST IN TIME TRAINING

Hospitality Excellence in Manistee & Petoskey: 75 hours of customer service simulation and job shadow of guest and food services, along with Serv Safe Food Safety and Alcohol Management Certifications. 21 students total. Two Reverse Job Fairs for employers to meet students.

EMPLOYER FORUMS

Winery Customer Service –Two forums for 10 employers on Old Mission and Leelanau Peninsulas seeking to develop a new industry-recognized credential for wine tasting room staff.

UPCOMING EMPLOYER-DRIVEN EVENTS:

[Auto & Diesel Technicians Night](#): Feb. 5, job fair and networking night featuring 10 employers and 4 educational partners

[Employer Training Council](#), March 19 at Hagerty Center, TC: “Employee Classification: Making the Most of Your Workforce”, cover exempt/non-exempt, permanent vs. 1099, and ways to effectively manage 1099 employees.

Hospitality Excellence Training

Offered through:
North Central Michigan College

Sponsored by:

Hospitality Skills Alliance
of Northwest Michigan



A program of



**Northwest Michigan
Council of Governments**
Let Our Resources Work For You.



Are you unemployed or under-employed?

Successful completion of this 75 hour training program provides a certificate of completion from North Central Michigan College.

Pre-Register and Attend the Required Info Session & Enrollment Appointment

- **Pre-Registration** required by Friday, March 2nd; call: 231-347-5150
- **Info Session:** Monday, March 5th, 2:00 PM at Petoskey Michigan Works!
- **Enrollment Appointment:** Monday, March 12, 1:00 PM at Petoskey Michigan Works!

The class begins March 19, 2012 and runs:
March 19-23 and March 26-30, 8:30 am - 4:30 pm
at **The Inn at Bay Harbor.**

Enrollment is limited. Register now!

For more information, contact:
Petoskey Michigan Works! Service Center

231-347-5150

Financial Assistance Available!

Participants will learn about these topics and more:

- Customer service
- Time management
- Phone usage
- Stress management
- Diversity training
- How to run a cash register
- Teamwork skills
- Communication skills
- Career opportunities in hospitality

Reserve Your Spot by Calling: 231-347-5150

Northwest Michigan Council of Governments and associated programs are Equal Opportunity Employers/Programs. Auxiliary aids and services are available upon request to individuals with disabilities. Michigan Relay Center callers use 711 or 1-800-649-3777.

Hospitality Excellence Training

Offered through:
West Shore Community College

Sponsored by:

Hospitality Skills Alliance
of Northwest Michigan



A program of
**Northwest Michigan
Council of Governments**
Let Our Resources Work For You.



Are you unemployed or under-employed?

Successful completion of this 75 hour training program provides certification in ServSafe and TIPS/TAMS and a certificate of completion from West Shore Community College.

Please attend a required Information Session on Friday, February 24th at Manistee Michigan Works! Service Center

- select either the 10am or 2pm session
- pre-registration required: 231-723-2535

The class begins March 5, 2012 and runs:

March 5-9 and March 12-16, 9am-5pm
at Manistee Michigan Works! Service Center.

Enrollment is limited. Register now!

For more information, contact:
Manistee Michigan Works! Service Center

231-723-2535

Financial Assistance Available!

Participants will learn:

- Customer service skills
- Techniques for success in hospitality
- Communication proficiency
- Customer needs awareness

Participants will also:

- Gain ServSafe certification
- Meet potential employers
- Practice interview styles

Reserve Your Spot by Calling: 231-723-2535

Northwest Michigan Council of Governments and associated programs are Equal Opportunity Employers/Programs. Auxiliary aids and services are available upon request to individuals with disabilities. Michigan Relay Center callers use 711 or 1-800-649-3777.

Healthcare Career & Job Fair

Healthcare is one of the fastest growing industries in Northern Michigan. Come learn about education programs and job openings!



Wednesday, August 15, 2012
10:00 a.m. – 2:00 p.m.

North Central Michigan College,
Library Conference Center
1515 Howard Street, Petoskey, MI 49770

Immediate interviews!

Participating Employers

McLaren Northern Michigan
Charlevoix County Commission on Aging
Grandvue Medical Care Facility
Tendercare Health Care Center
Harbor Care Associates
Mallard Cove Assisted Living
Boulder Park Terrace

Bay Bluffs, Emmet County
Medical Care Facility
Pinecrest Village
Comfort Keepers
Angel Heart Home Care
and many more!



Participating Educators

North Central Michigan College
Grandvue Medical Care Facility
Lake Superior State University
Spring Arbor University

More than 40 positions available!

For more information, including a list of available positions, visit:
nwm.org/healthcare-jobfair or call 231-347-5150

Job seekers should bring targeted résumés, and be ready to interview and complete employment applications.
See the staff at Northwest Michigan Works! to help you prepare.



NW MI Ag and Food Sector Alliance

Training Topics Attendees

January-March, 2011

- FastTrac and Get Farming (hybrid program; (GT and Emmet Counties) 38

April-June, 2011

- Meet the Buyers (Benzie County) 10
- Supply and Demand (Regional audience) 43

July-September, 2011

- Mi. Farm Safety/Risk Assessment (Leelanau, Grand Traverse, Antrim Counties) 12

October-December, 2011

- Business Support and Food Hub Opportunities 108
- Farm Safety Risk Assess/Prep for GAP Audit
- Hoop House Mgt, Crop Economics/ MEDC targeted loans (10-county region targeted)

Total 2011 **211**

January-March, 2012

- Bankable Wineries (Orchard/Vineyard Show) 30
- Food and Farming Summit 200
- Farm Record Keeping (Small Farm Conference) 75

April-June, 2012

- Next Generation Farming 20
- Crop Insurance Workshop 20
- Aquaponics 15
- Food Business Multiplier Research
 - Baker College Course co-offered With NWMCOG Ag Sector Alliance 12
- Sector Alliance:
 - Farm Succession 43
 - Food Hub Feasibility

July-Sept, 2012

- Disaster Relief (for regional fruit growers) 19
- Local Foods Marketing 8

Oct-Dec, 2012

- Business of Farming-Record Keeping 15
 - Bookkeeping Basics (two-day workshop) 18
 - Business Basics 12
 - Hoop House Productions 22
- Total 2012** **509**

2011-2012 Total **720**

2013:

Farm Succession Workshop (January 9th) (88 attended)

Wholesale Success (Feb 11th): (30 registered)

Food Hub Farm Business Operators and Employees Certificate Program (in development)

Video-library:

<http://www.nwm.org/business/skills-alliances/agriculture-and-food-system-sector-alliance/>

Announcements (training events):

<http://www.foodandfarmingnetwork.org/>

TV Broadcasts and Press Interviews:

"Northwest Michigan Regional Agriculture Business Services Partnership Press Conference". MSU Product Center Conference, Press Conference at Black Star Farms, June 25.

Workers Needed for Agriculture Businesses; (interview for news) </news/story.aspx?id=791492>

Council of Governments Receives MDARD Award; (interview for news) </news/story.aspx?id=831662>

Funding Received:

Grand Traverse Regional Market, MDARD, November, 2012. \$200,000

Whole Sale Success and Farm Succession Training Funds, USDA Risk Management Education, co-authors, NWMCOG and MLUI. Applicant MLUI; \$35,000

Annual Report Summary, FY'12



In an effort to reduce costs, we no longer publish a hard-copy Annual Report. We routinely put performance information and various success stories on our website.

This document is a compilation of files that summarize our performance during the fiscal year that ended 9/30/12; however, it represents the various year-end dates of individual programs during calendar year '12. This compilation is only for presentation purposes to our two boards.

The Northwest Michigan Council of Governments and Northwest Michigan Works!, Inc. had another very successful year providing demand-driven services to the ten county region. Financial and programmatic performance continues to outpace comparable organizations in the state and nation.

Our mission to help build stronger communities and improve quality of life in Northwest Michigan is strong and active. Our broad base of services to businesses, individuals, organizations and units of government remains responsive to the requests and needs of our markets. And our hallmarks of public-private partnership, innovation and collaboration continue to drive and guide our work.

We are thankful to our boards, our many advisory committees, and countless community organizations for their continued support and partnerships.

We encourage our board members to visit our website at nwm.org on a regular basis in order to see numerous, frequently-updated stories about the agency's activities throughout each year.

Respectfully submitted by Elaine Wood, Chief Executive Officer, February 2013

Northwest Michigan Council of Governments & Northwest Michigan Works!, Inc.

Annual Report, Program Performance Summaries, FY'12

Northwest Michigan Works!

On the Job Training contracts	40
Classroom Training contracts	275
Youth served	389
Beaver Island Lighthouse School participants	68
YouthBuild participants	68
Unique visitors to a Michigan Works service center or kiosk	20,266
Total visits to a service center or kiosk	73,282
Businesses Served	1,327
Jobs filled	2,116

Featured job seeker: Pajas Erickson (<http://www.nwm.org/workforce/featured-stories/job-helps-teen-look-to-the-future-after-a-challenging-past.html>)

Featured story: Healthcare Career and Job Fair <http://nwm.org/main-site/media/view-video.html/91/>

SBTDC

Number of businesses served	360
Hours of counseling provided	1,206
Capital Formation	\$5,863,515
Jobs created	66
Jobs retained	104
Number of new businesses created	18

Featured Business: Cadillac Culvert <http://nwm.org/main-site/media/view-video.html/82/>

PTAC

Number of businesses served	63
Number of counseling sessions	186
Total Contracts Awarded in Northwest region only	\$152,002,062

PTAC Business of the year: GLSV <http://nwm.org/business/ptac/news.html>

STEP

The Global Trade Alliance, a program of NWMCOG, coordinates export assistance efforts through partnerships with the SBA's State Trade and Export Program (STEP) as well as the MEDC. This program assists local businesses with connections and resources to markets in foreign countries. Last year, we assisted 52 companies in 36 counties with assessing their ability to export, conducted trade missions to China and Canada, and assisted businesses with \$7.4 million in exporting contracts.

More information: Trade Missions <http://nwm.org/business/media/view-press-release.html/42/>

Regional Planning & Community Development

Placemaking Summits: This multi-location event featured placemaking expert Chris Leinberger, examples of local initiatives that embody placemaking, and discussion on the benefits of placemaking efforts to the economic vitality of a community. NWMCOG also developed and launched a new placemaking web site, CreateMIplace.org, as a story-sharing medium for placemaking projects and impacts.

Transportation Activities: NWMCOG became the home this year of TC-TALUS, the transportation planning entity for the Traverse City urbanized area. TC-TALUS provided assistance to the planning and road commissions within its boundaries, and collaborated with NWMCOG staff to ensure that a larger regional context was incorporated. In addition, NWMCOG staff worked with the Bay Area Transportation Authority to conduct an inventory of bus stops, with GPS data collection and photo logs. NWMCOG staff completed the annual Asset Management program, in which 2,373 miles of federal aid-eligible roads were evaluated and rated for condition, in conjunction with Michigan Department of Transportation. The full report, by county, will be available in early 2013. NWMCOG continued to staff and facilitate three Scenic Heritage Route groups (Leelanau Scenic Heritage Route, Old Mission Peninsula Scenic Heritage Route, and M-119 Tunnel of Trees Scenic Heritage Route), and also provided MDOT's annual work program for the region.

Framework for Our Future: NWMCOG received a regional planning grant from the U.S. Department of Housing and Urban Development to create a regional resource of inventories, data, plans, and tools for community development.

Food Innovation District Guide: NWMCOG received a Rural Business and Enterprise Grant from the U.S. Department of Agriculture to create a guide for local governments and other stakeholders in developing zoned districts that support food innovation. The project was conducted in partnership with the Michigan State University Center for Regional Food Systems. The guide will be completed and distributed in early 2013.

Grand Vision Networks: NWMCOG staff convened three of The Grand Vision's six networks: Transportation, Housing, and Growth & Investment. These three issue areas most closely align with ongoing activities of NWMCOG's Regional Planning department, so serving as the convener of these collaborative groups was a good fit for the agency.

Coastal Management: Work continues on the Coastal Management Environmental Stewardship and Economic Opportunity Program. The project work included assessing the current level of coastal environmental stewardship and then provided additional education for the communities on best management practices that would enhance and protect the natural resources.

Benchmarks Northwest: A guide to assess and monitor quality of life issues in the Northwest Michigan region, this collection of data shows the current status as well as trends for the following areas of interest: Culture & Recreation, Economy & Employment, Education, Government, Health, Infrastructure, Natural Resources & Environment, and Population Dynamics.

Community Growth Grants: NWMCOG awarded its annual Community Growth Grants to eight municipalities, totaling \$60,000 in cash and technical assistance, for projects in The Grand Vision region.

Placemaking Micro-grants: NWMCOG awarded grants to four municipalities in the counties outside of The Grand Vision region for local projects that advance community development. Awards totaled \$6,000.

Commercial Corridor Inventory: Staff began compiling an inventory of economic and development assets within corridors of commercial significance. A final report will be available in 2013.

Technical Assistance was provided to several local units of government upon request. Projects included:

- Housing Inventory and Strategy (Grand Traverse County)
- County Guide to Permitting and Zoning (all applicable counties)
- Glacial Hills Pathway Management Plan (Forest Home Township)
- Elberta Dunes South Natural Area Management Plan (Village of Elberta)
- Eastlake Master Plan and Recreation Plan (Village of Eastlake)
- Mesick Master Plan and Recreation Plan (Village of Mesick)
- Community Wildfire Protection Plan (Wexford County)
- Complete Streets Plan (City of Cadillac)

Summary Performance Report for Northwest Michigan Works!
Year ending either June 30, 2012 or Sept. 30, 2012, depending on program

Workforce Investment Act (WIA), Trade Act and JET

Performance Measures	Statewide average	Our perf. standard	Our actual performance
WIA Youth Program – Younger Youth			
Skill attainment	96.0%	96.0%	97.8%
High school diploma or equivalent	92.0%	90.0%	90.0%
Retention rate	86.9%	80%	93.4%
WIA Youth Program – Older Youth			
Entered employment	88.3%	83.0%	96.6%
Employment retention	92.0%	86.0%	95.7%
Average earnings change in 6 mo.	\$4,912	\$3,300	\$4,640
Credential/certificate rate	82.7%	80.0%	97.2%
WIA Adults (not incl. dislocated workers)			
Entered employment	88.8%	89.0%	91.5%
Employment retention	93.8%	85.0%	94.6%
Employment + credential	69.1%	83.0%	87.9%
Avg. earnings	\$23,782	\$10,400	\$14,528
WIA Dislocated Workers			
Entered employment	95.1%	95.0%	97.8%
Employment retention	94.8%	92.0%	93.2%
Employment + credential	83.1%	77.0%	94.8%
Avg. earnings	\$17,475	\$13,400	\$15,891
WIA Customer Satisfaction Rate			
WIA program participants	95.1%	91.0%	97.7%
WIA employers	87.6%	86.0%	92.0%
Trade Act Dislocated Workers			
Entered employment	75.1%	N/A	68.8%
Employment retention	90.9%	N/A	94.2%
Participants in training	40.5%	N/A	41.4%
Completed training	76.9%	N/A	91.0%
JET (welfare to work)			
Work participation rate	46.9%	50%	46.9%

In the WIA adult program we served 3.7% of all the customers statewide, but we receive only about 2.3% of the funding. In terms of both quality and quantity, we are out-performing the state.

We exceeded the state average performance level in 15 out of 22 performance measures.

We exceeded our regional performance standards in 17 out of 18 performance measures.

**Northwest Michigan Council of Governments
Financial Summary of Operations
Fiscal Year Ending September 30, 2012**

The various funding sources operate on different fiscal years. The amounts shown below are all prorated to fit the agency's fiscal year of October 1 – September 30.

The funding mix for this fiscal year was:

Federal public	75%	Local public	.004%
State public	10%	Private	14.96%

Workforce		
Workforce Investment Act (WIA) - Adults US Dept. of Labor, passed through MI Workforce Development Agency	\$ 1,408,338	
Workforce Investment Act (WIA) - Youth US Dept. of Labor, passed through MI Workforce Development Agency	996,199	
State Aid Per-Pupil Funding – Beaver Island Lighthouse School* Funds pass through Charlevoix Public Schools	227,745	
US Department of Labor – YouthBuild	610,464	
Workforce Investment Act (WIA) – Dislocated Workers US Dept. of Labor, passed through MI Workforce Development Agency	899,219	
Workforce Investment Act (WIA) – Long-Term Unemployed US Dept. of Labor, passed through MI Workforce Development Agency	50,752	
Workforce Investment Act (WIA) - Adult Education & Literacy US Dept. of Labor, passed through MI Workforce Development Agency	162,513	
State Aid Per-Pupil Funding – Adult Education* Funds run through Traverse Bay Area Intermediate School District	369,902	
Workforce Investment Act (WIA) – Regional Skills Alliances US Dept. of Labor, passed through MI Workforce Development Agency	280,621	
Workforce Investment Act (WIA) – One-stop centers operation US Dept. of Labor, passed through MI Workforce Development Agency	92,079	
Workforce Investment Act (WIA) – Capacity building US Dept. of Labor, passed through MI Workforce Development Agency	16,000	
Workforce Investment Act (WIA) – Administration US Dept. of Labor, passed through MI Dept. Of Labor & Economic Growth	404,181	
Workforce Investment Act (WIA) – Incentive based on performance US Dept. of Labor, passed through MI Dept. Of Labor & Economic Growth	4,491	
Trade Act US Dept. of Labor, passed through MI Workforce Development Agency	1,508,455	
Wagner-Peyser Act, Employment Service US Department of Labor, passed through MI Workforce Development Agency	721,971	
Temporary Assistance for Needy Families (TANF) – JET Program US Dept. of Health & Human Services, passed through MI Department of Human Services and MI Workforce Development Agency	865,488	
Workforce Investment Act (WIA) – JET Program US Dept. of Labor, passed through MI Workforce Development Agency	55,085	
Mi. General Fund – JET Program	304,419	

Food Assistance Employment & Training US Dept. of Health & Human Services, passed through MI Department of Human Services and MI Workforce Development Agency	96,809	
Michigan WORKS! Service Centers infrastructure Combination of funds from the above-listed grants	926,733	
Subtotal		\$10,001,464
<i>Business/Economic Development</i>		
Small Business & Technology Development Center (SBTDC) US Dept. of Commerce, Small Business Administration, passes through Grand Valley State University – \$178,416; MEDC - \$18,509; Local match – \$40,146	\$ 237,071	
Procurement Technical Assistance Center (PTAC) US Dept. of Defense - \$290,072; Michigan Economic Development Corp. - \$160,600; Local match - \$5,044	455,716	
State Trade & Export Program (STEP) Small Business Admin. - \$250,432; Michigan Economic Development Corp. - \$39,826	290,258	
Economic Development Administration US Dept. of Commerce	94,090	
Member counties (match to EDA)	55,000	
Subtotal		\$1,132,135
<i>Community Development</i>		
MI Department of Transportation	160,590	
MI Dept. of Environmental Quality, Coastal Communities	6,825	
MI State Housing Development Authority	3,574	
US Dept. of Housing & Urban Development	61,203	
Community Housing Choices	22,512	
US Dept. of Agriculture	24,418	
Kellogg Foundation	167,158	
Sleeping Bear Trail	504,951	
Fees for services – regional planning	129,265	
MI Prisoner Re-Entry Initiative MI Dept. of Corrections	561,901	
Subtotal		\$1,642,397
Fees for Service - Communications	\$ 157,886	\$ 157,886
Total		\$12,933,882

* These funds are not administered through NWMCOG’s financial systems. They are administered through formal partnership agreements with other entities, for programs that are managed/operated by NWMCOG.

Expenditure notes:

- 100% of every grant is fully expended during its time period, except in some cases where planned carry-over is allowed and encouraged for purposes of smooth transitions from year to year.
- Each grant or program has its own operational budget, based on agency financial guidelines.
- Administrative costs are 10% for federal workforce development grants and generally 8% or less for other grants.

**Articles and Correspondence of Interest
(Workforce Development Board)
(Monday, February 11, 2013)**

Index

<u>Topic</u>	<u>Page</u>
Auto and Diesel Technician Night in Traverse City – Press Release	1
Updating the Kalkaska County Recreation Plan – Press Release	2
State Trade Missions Helping Northern Michigan Companies Expand Globally – Press Release	3
Wexford, Lake, Osceola & Missaukee Counties ranked among lowest...	4
We're well off, sort of State rankings don't tell whole story	5
Machining class aims to give students 'a good start'	6
Council of Governments receives \$200,000 grant for food hub	7
Prospects shrink for Michigan teens	8
Job Training Funds Available for the Long Term Unemployed	9
YouthBuild Program Receives \$4,000 Grant to Build Shed for Fund-Raising Project	10
Regional Data Updated in Benchmarks Northwest	11
Rotary Charities of TC distributes 21 grants	12
Officials want input on parks and rec plan	13
Citizen's issue guide / Park project funding	14
Job training available for long-term unemployed	15
Job training funds	16
Job training funds / Biz survey request	17
Biz survey request / Biz after hours	18
Program offers special training for long-term unemployed	19
Area manufacturing making a slow comeback	20
Leelanau Clean Water	21
YouthBuild Cadillac says Thank You	22
The Hot List	23
2013 Northern Michigan Business Expo & Job Fair	24
Jobless rates fall across Michigan, rise up north	25
Lou Glazer: Improving Michigan's business climate may not yield Dividends some expect	26
Class in Traverse City Teaches Business Owners How to Develop a Business Plan	27
Officials seek public input on rec plan at upcoming forum	28
Northwest Michigan Works! Partners with Boyne City Library to expand Access to job seeker services	29
Petoskey plans State of the Community luncheon	30
Making a business plan	31
Building for the future	32
Students build shed for fundraiser / Job Link	33
YouthBuild students build shed for fundraiser	34
Up From the Depths / Poor	35
Village closes on parcel	36
Demand driven, talent focused	37

**Articles and Correspondence of Interest
(Workforce Development Board)
(Monday, February 11, 2013)
Index (Cont.)**

Topic

Empire seeks residents to create transportation plan	38
Lunch & Learn	39
Ex-psychiatric hospital could become a nerve center for Traverse City's local-food movement	40
Have jobs, will train: Manufacturers to make their case	41
YouthBuild program builds confidence for youth through construction, Education	42
How to launch a new business	43
Take this job and...well, just take it: looking for work in Northern Michigan	44
GT Road Commission ends funding of TC-TALUS	45
Board cuts TALUS funding	46
Can we fill skilled trades jobs, or is it too late?	47
GT Road Commission goes off the deep end – again	48
Traverse City's Growth Draws Attention	49
Auto & Diesel Technicians Night	50
JOB SEEKERS: On-the-Job Training for the Long Term Unemployed	51

News Release
FOR IMMEDIATE RELEASE
October 10, 2012

Media Contact: **Dan Boss**
Program Publicity Specialist
Voice: (231) 929-5047
Email: <mailto:danboss@nwm.cog.mi.us>

Auto and Diesel Technicians Night in Traverse City

Tuesday, February 5, 4:30 - 7:30 p.m., NMC Aero Park Campus

TRAVERSE CITY, MI –Auto and diesel technicians and people interested in entering that field will have an opportunity to talk shop with other techs and see the latest technologies at an Auto and Diesel Technicians Night in Traverse City. The event will be held Tuesday, February 5 from 4:30 to 7:30 p.m. at NMC's Parsons-Stulen Building located at 2600 Aero Park Drive. The event is hosted by the Northwest Michigan Council of Governments (NWMCOG), Northwest Michigan Works!, and Northwestern Michigan College (NMC).

The Auto and Diesel Technicians Night is also a specialized recruiting event that will allow employers to showcase their workplaces and educators to provide information about career pathways and programs.

"The auto and diesel service industry is fast-paced with lots of technological advances," said Jaclyn Sanborn, NWMCOG's Business Connections Manager. "This event is an opportunity to celebrate the industry and learn about the latest technology. It also gives local employers a chance to talk about their businesses and meet local talent."

Admission to the Auto and Diesel Technicians Night is free and there will be cars and equipment displays, door prizes, appetizers and a cash bar.

Exhibitors at the event will include AIS Construction Equipment, Baker College, Belle Tire, Bill Marsh Automotive Group, Team Elmer's, Ferris State University, Fox Motors, Marathon Automotive, Northwest Michigan Works!, NMC, and Williams Auto Group. Other businesses and organizations interested in participating can contact Jaclyn Sanborn at 231-929-5046.

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NOTE to Media: Images are oftentimes available upon request by e-mailing Tom White at tomwhite@nwm.cog.mi.us and stating preferences for resolution (300 dpi?), file format (.tif? .jpg?) and file size (1MB or less?). Or, phone (231) 929-5044. Check our online Media Room at: nwm.org/media

Founded in 1974, the Northwest Michigan Council of Governments (NWMCOG) facilitates and manages various programs and services for the 10 county region. These programs include Northwest Michigan Works, YouthBuild, Small Business & Technology Development Center, Procurement Technical Assistance Center, various business services, and many different regional planning initiatives in response to our communities' requests and needs. You will see the broad spectrum of workforce, business and community services NWMCOG offers if you visit our web site, nwm.org

News Release
FOR IMMEDIATE RELEASE
October 10, 2012

Media Contact: **Dan Boss**
Program Publicity Specialist
Voice: (231) 929-5047
Email: <<mailto:danboss@nwm.cog.mi.us>>

Public Input Session
Updating the Kalkaska County Recreation Plan
Tuesday, January 22, 2013, 6:30 p.m.
2nd Floor Meeting Room, Kaliseum

KALKASKA, MI— The Kalkaska County Parks and Recreation Committee invites all community members to attend a public input session to help with the updating of the county's Recreation Plan. This important community event will be held Tuesday, January 22, from 6:30 – 8:00 p.m. in the 2nd Floor Meeting Room of the Kaliseum in Kalkaska.

This community input session will include an overview of the county's recreation opportunities and the recreation plan process; informational maps of the county; a review of results from the Kalkaska County Recreation Questionnaire; and staging areas to update parks and recreational goals and to make suggestions for implementation actions.

The public is also invited and encouraged to attend Parks and Recreation Committee meetings to participate in the planning process. Meetings are held on the fourth Wednesday of every month at 8 a.m. in the meeting room on the second floor of the Kaliseum. Input and suggestions from the public will be used in the development of the updated Kalkaska County Recreation Plan, which will review existing recreation facilities in the county, discuss community-identified recreation needs, and make recommendations for future recreation improvements and activities. The plan will be developed to meet Michigan Department of Natural Resources (MDNR) requirements for recreation plans, which are required in order to be eligible for recreation grants through the MDNR. The updated Recreation Plan will allow the county and local units of government to apply for recreation grants.

Assistance in developing the plan is being provided by the Northwest Michigan Council of Governments, as part of a New Designs for Growth: Community Growth Grant award in support of The Grand Vision. The New Designs for Growth: Community Growth Grants program is administered by the Northwest Michigan Council of Governments, in partnership with the Traverse City Area Chamber of Commerce, and the Northern Lakes Economic Alliance, and is made possible through generous support from the W.K. Kellogg Foundation.

For questions and comments about the Parks and Recreation plan please contact:
Mark Randolph, Chair
Kalkaska County Parks & Recreation Committee
231-258-3307
kswcd@torchlake.com

Sarah Lucas, Regional Planner
Mike Woods, Regional Planner
Northwest Michigan Council of Governments
231-929-5000
sarahlucas@nwm.cog.mi.us
michaelwoods@nwm.cog.mi.us

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October 10, 2012

Media Contact: **Dan Boss**
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State Trade Missions Helping Northern Michigan Companies Expand Globally

NORTHWEST, MI—The owners of Baabaazuzu in Lake Leelanau were part of a group of six Michigan businesses to join Governor Rick Snyder on a trade mission to Canada. Sue and Kevin Burns say they're already selling some of their unique wool clothing and accessories in Canada and hope the trade mission will help them expand their business there.

"It is our goal to have a greater presence in the Canadian market and now we have the tools in place to make that happen," said Sue Burns, CEO and founder of Baabaazuzu. "The retailers we were put in touch with all plan to carry Baabaazuzu in their stores in 2013."

The trade mission included stops in Toronto and Montreal. In Toronto Governor Snyder officially opened the new Michigan Trade Office.

"Canada is an important and viable market with great demand for Michigan products and services across multiple sectors," Snyder said. "This trade mission will open doors for these companies by helping them identify and enter into new relationships here."

The Michigan Trade Office provides a physical presence for Michigan with office space and staffing provided through a collaborative program of the Great Lakes Council of Governors and the Michigan Economic Development Corp. The office will help Michigan companies to research, identify and capitalize on market opportunities in a broad range of industry sectors across Canada.

Canada, Michigan's largest trading partner, offers enormous growth opportunities for Michigan businesses:

- Michigan is the top state in the U.S. for exports to Canada, with Michigan companies exporting \$23.4 billion in goods and services to Canada in 2011.
- Michigan exports to Canada represent 46 percent of the state's worldwide total.
- There are 243 Canadian-owned companies in Michigan that employ 22,500 Michiganders in 702 locations.

The Global Trade Alliance of Northern Michigan, a program of the Northwest Michigan Council of Governments, is organizing a trade mission to Western Canada in the spring. Companies interested in learning more about participating in this or other trade missions are encouraged to contact Chris Bosio by email bosioc@michigan.org.

The state is also working to help companies do business in China. Rec Boat Holdings (Four Winns) of Cadillac was one of twenty Michigan companies that participated in the Governor's September trade mission to China. During that trip the Governor officially opened the Pure Michigan Trade Center in

Shanghai which provides assistance with market research, distributor and agent searches, and in country business travel support.

"We found the mission to be extremely beneficial as it provided us the opportunity to gain vital marine market knowledge that would not have been possible otherwise," said Bruce Baron, International Sales Director for Rec Boat Holdings. "We have signed a multi-year agreement with our dealer in Shanghai, who has 6 locations covering most of the key marine markets in China. Their first year commitment is in excess of \$1,000,000."

Michigan is the nation's eighth largest exporting state and global trade is responsible for thousands of jobs here. Michigan Economic Development Corporation is committed to increasing Michigan's exporting opportunities by providing resources for businesses to help them identify and enter key emerging global markets.

In addition to international trade offices in China and Canada, the exporting program offers expertise and connections to a wealth of counseling services on everything from market research and finance to logistics and trade law. The exporting program also provides grants to small business, partially supported by the Small Business Administration's State Trade Export Promotion (STEP) program. STEP funds cover 50% of the costs of export marketing operations such as foreign trade missions and shows, market research, and translation services. Companies may qualify for up to \$12,000. Visit michiganadvantage.org/export to sign up

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NOTE to Media: Images are oftentimes available upon request by e-mailing Tom White at tomwhite@nwm.cog.mi.us and stating preferences for resolution (300 dpi?), file format (.tif? .jpg?) and file size (1MB or less?). Or, phone (231) 929-5044. Check our online Media Room at: nwm.org/media

Founded in 1974, the Northwest Michigan Council of Governments (NWMCOG) facilitates and manages various programs and services for the 10 county region. These programs include Northwest Michigan Works, YouthBuild, Small Business & Technology Development Center, Procurement Technical Assistance Center, various business services, and many different regional planning initiatives in response to our communities' requests and needs. You will see the broad spectrum of workforce, business and community services NWMCOG offers if you visit our web site, nwm.org

Cadillac News

11/29/30

Wexford, Lake, Osceola and Missaukee Counties ranked among lowest in earned income

By Antonio Coleman

CADILLAC — For Michigan residents working to earn a living wage, those in areas up north may be seeing less income from employers.

In a 2012 study by the Bureau of Economic Analysis, Lake, Wexford, Osceola and Missaukee Counties ranked as four of the lowest personal income earning counties per capita in the state. Figures by the BEA show Wexford County residents earning a personal income average of \$27,661 per capita. Areas such as Grand Traverse ranked in the top 10 highest personal income earning counties with \$36,894. Lake County residents ranked slightly above Wexford County on the list with personal income earnings of \$27,668. Osceola ranked below Wexford with personal income earnings of \$26,782, followed by Missaukee with earnings of \$26,591.

BEA Economist Jeffrey Newman said information collected for the economic analysis are an accumulation of data retrieved from the Bureau of Labor Statistics. “We get a lot of administrative data and take that information to compile personal income estimates,” Newman said. Newman said the availability of statistics varies depending on the release date of governmental data from agencies such as the BLS and Internal Revenue Service. “We work with procedures as best we can and have revisions to update and improve our accuracy,” Newman said. He said states such as Michigan have higher concentrations of personal earnings in certain areas based on the influence of manufacturing or farming industries for job seekers.

Kathy Taylor, operations manager for Northwest Michigan Works, who manages service centers in Traverse City, Cadillac and Manistee, said manufacturing is an industry supporting many residents in Wexford County. She said counties such as Wexford are typically lower in personal income earnings than larger areas of the state and the biggest concern for employers is finding qualified workers. “Our concern is the skills gap,” Taylor said. “We have people working with employers to develop short term training.” Although Wexford County personal income earnings ranked low, the influx of new business makes Taylor confident in the county’s future earning potential.

She said business development such as T.J. Maxx and KFC are helping develop new retail jobs in Wexford and unemployment percentages are decreasing throughout the county.

“Unemployment in Wexford County has actually decreased from 13 to around 10 percent,” Taylor said. “We are doing good and trends show we are going to do better.”

The BEA is an agency associated with the Department of Commerce. The agency annually prepares personal income estimates by metropolitan area and county. The BEA also releases personal income estimates of each state annually, as well as quarterly.

We're well off, sort of State rankings don't tell whole story

By Amy Hubbell
of the Enterprise staff

Leelanau County residents are among the richest in the state, according to a report from the U.S. Department of Commerce, Bureau of Economic Analysis (BEA) released this week.

However, the report has some folks familiar with wage scales in Leelanau scratching their heads. Just two weeks ago one of the county's biggest employers held a job fair to fill positions starting at about \$8 per hour.

According to the BEA, the county

ranks second statewide in per capita income, up 2.8 percent from \$42,773 in 2010 to \$43,978 — second only to Oakland County, which was nearly \$10,000 higher at \$53,297 per person.

The information is based on data from different sources and includes earned income such as wages, proprietor's earnings, income that is transferred to an individual, government assistance such as Social Security, rent, dividends and interest.

"It's much more than wages," said Charlene Schlueter of the Northwest Michigan Council of Governments.

Midland County, home of Dow Chemical Company, came in third at \$43,446. Washtenaw County was fourth with a per capita income 6 percent lower at \$40,821.

Nearby Grand Traverse County came in ninth at \$36,894.

Historically Leelanau has consistently had a per capita income level higher than its surrounding counties.

According to BEA statistics dating back to 1969, the lowest Leelanau County has been ranked among Michigan's 83

(Concluded on Page 19)

Continued from Page 1

counties was 26th in 1979, when the per capita was \$8,237.

Ten years later, Leelanau jumped to 18th with a per cap of \$16,569, just shy of Grand Traverse County, ranked 16th at the time with a per capita income of \$16,698.

However, during the decade from 1989 to '99 the land of delight jumped to the 90th percentile, ranked eighth overall. The per capita went from \$16,569 to \$28,071 in the 10-year period.

Grand Traverse came in at \$28,675, good enough for sixth.

By 2009, Leelanau had jumped from eight to third with a per capita income of \$39,668, topped only by Oakland and Midland counties at \$47,764 and \$39,977 respectively.

"While it's impossible for me to pinpoint a 'why' within this data series ... my off-the-wall guess is this: Leelanau County has an awful lot of shoreline, and a great deal of the county is within easy commuting distance of the greater Traverse City area," said Schlueter, herself a county native. "That means it draws both the wealthier retirees, and probably also draws wealthier workers and business owners whose businesses are in other counties around Traverse City."

The personal wealth rating correlates with data from the 2010 Census showing that nearly one-quarter of the county population was 65 or older.

The ranking doesn't tell the whole story.

"The aging population skews the data," said John (Chip) Hoaglund, chairman of the county Economic Development Corporation. "There are clearly some people who are not as well off."

Recently the EDC was asked what it could do to help county schools that rely on a state per-pupil foundation grant for revenue.

"The best thing we could do is to create jobs for young couples with kids," Hoaglund said.

Many young families living in Leelanau have a tough time making ends meet, as indicated by free and reduced lunch figures from one county school.

Seventy-two percent of the kindergarten students attending Suttons Bay Public School qualify for federally-subsidized food programs this year. Sixty percent of the school's pupils in grades K-5 qualify for free or reduced-price lunches; 45 percent in grades 6-8 and 37 percent in 9-12.

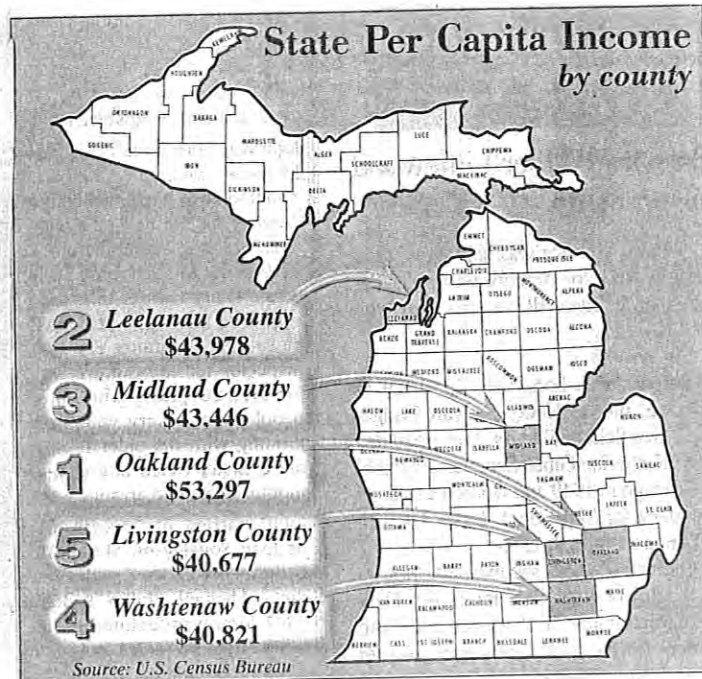
Approximately 50 Suttons Bay students are sent home each Friday with "Blessings in a Backpack" — food to help get them through the weekend. The program is sponsored by the Leelanau Christian Neighbors.

"On the Wednesday before Thanksgiving one of our counselors was called down to a room to talk to a child who was crying," Murray explained. "She was crying because she knew there wasn't school on Friday and she wouldn't be there to get her backpack."

The girl stopped crying when she was told the bags would be distributed before the end of the school day.

And there may be a dark side to being ranked high in personal wealth as many government agencies base grant programs on the needs of residents.

"This is what always hurts us," Murray said, adding that he wished grants were based on the free and reduced lunch numbers. "There's a high income level, but if you look at the school population, it's a much different picture."



Machining class aims to give adult students 'a good start'

8:57 a.m. EST, November 30, 2012

PETOSKEY -- Thirteen adult students will graduate on Thursday, Dec. 6, from a "Just in Time" basic machining training program organized by the Northwest Michigan Council of Governments and delivered by North Central Michigan College.

The 190-hour curriculum was designed by manufacturing employers in Charlevoix, Emmet and Antrim counties. The training focused on the fundamentals of machine operation, a technical skill in high demand by local employers.

Employment "It's a good course," said Milt Kniss, operations manager at Precision Edge in Boyne City. "It gives them all the basics they need to get a good start." The students are adult residents of Northern Michigan who are currently unemployed or underemployed, and are learning new skills for a new career. They have participated in 160 hours of training, most of it hands-on at the Charlevoix High School machine shop, and have completed an additional 30 hours of job shadowing at local manufacturing facilities. The students are proficient in print reading; shop math; measuring and use of calipers, micrometers and gauges of all types; safety; metallurgy; and milling and lathe machine operation. They have also received introductory instruction in Computer Numerical Control (CNC), statistical process control, and Kaizen continuous quality improvement.

"Knowing all of the skills makes you more valuable at your job," said Jonah Duncan, a student who is already working at Precision Edge.

With the resurgence of manufacturing, the machining occupation is in high-demand. Some of the demand is from new jobs, while much demand is from an aging workforce, with no young talent pool to fill the gap. Manufacturers have visited the class to hand out job applications to the students.

"The manufacturing employers that I serve are really excited about the job candidates emerging from this class," said Angie Ross, Northwest Michigan Works! business liaison. "Some of these students qualify for additional on-the-job training incentives, which will help employers to continue training them on company-specific tasks and will give these students a leg-up on their careers."

Manufacturing employers in Northern Michigan are seeking to hire skilled workers for positions that range from \$9 to \$14 per hour. Most manufacturing employers also provide health and retirement benefits. Besides getting students ready for those jobs, the basic machining training has also prepared them to start down the career path to becoming CNC machinists, with opportunities to earn \$15 to \$25 per hour.

"There are huge opportunities for us out there so we're all looking forward to the end of class and being able to shop ourselves around," said Dave Armstrong, one of the students.

Employers interested in job candidates and training incentives should contact Angie Ross at Northwest Michigan Works!, (231) 439-5213.

"Just in Time" training is a newer, flexible training package offered through Northwest Michigan Works! The program offers short-term, intensive occupational training opportunities to unemployed and underemployed adults. Each "Just in Time" training session is designed to meet the immediate hiring needs of local employers; the curriculum is uniquely targeted to teach the most in-demand skills. Northwest Michigan Works! managed a "Just in Time" welding training in Charlevoix County earlier this year, and plans to run additional training sessions in Traverse City and Cadillac in 2013.

Council of Governments receives \$200,000 grant for food hub



by [Anne Cook](#)

Posted: 11.30.2012 at 11:55 AM

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TRAVERSE CITY -- The Northwest Michigan Council of Governments has received a \$200,000 grant from the Michigan Department of Agriculture and Rural Development for a regional food hub in Traverse City.

The Grand Traverse Regional Food Market Committee is working on developing the hub in the hold state hospital commissary building at the Grand Traverse Commons.



"The grant is one more source of funding that supports a growing regional agriculture and good economy in northern Michigan," said Susan Cocciarelli, a member of the Regional Food Market Committee.

The Regional Market Committee was formed in 2010 to develop an aggregation and distribution site to help growers, processors, wholesalers, and retailers access the regional market for food and agricultural products.

The market will serve the northwest Michigan area, acting as a hub for the many activities that support the local food movement.

Cocciarelli says the market will help farmers build their businesses and help retailers meet the growing demand for locally grown food.

The grant will be used to build controlled temperature storage for a variety of different products and also to cultivate more business for the market.