
NORTHWEST MICHIGAN WORKFORCE DEVELOPMENT BOARD

Monday, April 14, 2014

MEETING MINUTES

Roll Call

WDB Present: Dave Adams; Diane Allington; Eric Bachmann; Ken Bollman; Tino Breithaupt; Judy Ezop; Gary Fedus; Amanda Hawthorn; Art Jeannot; Gene Kaminski; Nathan Kalchik; Jane Korthase; Doug Parkes; Steve Perdue; Sue Peters; Jim Smith; John Stephenson; Betty Workman.

WDB Absent: Jim Barnard; Charles Dillon; Dawn McLaughlin; Leslie Nowlin; Ken Osborne; Jerry Peal; David Pratt; Jerald Rives; John Toth; Clint Steele;.

Staff present: Elaine Wood, Darla Rowland, Janie McNabb, Denise Culman, Becky Maddox, Steve Shugart, Dan Boss

Guest present: Darcy Glazier; Forrest Gelindas; Roger Coates; Richard Carpenter; Landon Kartes; Zach Bailey; Kaden Coates; Jill Solomon; Logan Orban; Randy Calcatell; Jason Jeffrey; Marguerite Cotto; Scott Tompkins; Chuck Judson

Call to Order and introductions

David Adams, Chair, called the meeting to order at 5:30 pm and welcomed everyone. Dave asked for introductions around the room.

Approval of the Agenda

Dave asked for any additions or changes to the agenda. Hearing none, he asked approval of the agenda.

Motion by B. Workman, supported by S. Peters to approve the agenda as presented. Motion passed unanimously.

Minutes from February 2014

Dave asked if there were any additions or corrections to the minutes of February 17, 2014. Hearing none, he asked for approval.

Motion by D. Parkes, supported by G. Fedus, to approve the minutes of February 17, 2014 as presented. Motion passed unanimously.

Minutes of the Liaison Committee were included in the packet for board members' information.

Public Comment

No public comment.

Student Video Challenge

Janie McNabb, along with Jason Jeffrey, EAG Chair and Marguerite Cotto, VP at Northwestern Michigan College, presented the student video challenge awards to students and teachers from Boyne City High School and TBAISD Career Tech Center. They showed the winning videos and the students received many favorable comments and compliments. Thanks were also expressed to NMC for providing all the prizes.

CEO's report

Elaine provided her CEO's report on various activities and issues related to the agency which are not on the board's agenda.

Performance reports

Darla Rowland presented the monthly Michigan Works Dashboard, pointing out that performance continues to be above goals. She also presented data from the Michigan Works customer tracking system, including visits by site, service types, job orders posted, jobs filled by type, wage, and county. Questions were answered.

Finance Committee

a. Overall agency financial report

Steve Perdue, Chair of the Finance Committee, presented the overall NWMCOG monthly financial report and answered questions.

Motion by S. Perdue, supported by N. Kalchik, to accept the NWMCOG overall financial report as recommended by the Finance Committee. Motion passed unanimously

b. Michigan Works financial report

Steve then presented the Northwest Michigan Works, Inc. monthly financial report and answered questions.

Motion by S. Perdue, supported by N. Kalchik, to accept the Michigan Works monthly financial report as recommended by the Finance Committee. Motion passed unanimously

c. Fifth Third Bank investment report

Steve reported on the presentation by Chris Chang of Fifth Third Bank to the Finance Committee concerning the investment account progress to date, and answered questions.

Motion by S. Perdue, supported by D. Parkes, to accept the investment report as recommended by the Finance Committee. Motion passed unanimously

Liaison Committee Report: Regional Prosperity Initiative

Liaison Committee members Dave Adams, Sue Peters and Gary Fedus, along with Elaine Wood, gave a comprehensive report on the Liaison Committee meeting and recommendations. They reviewed the proposed change of the two boards meeting together as one Regional Prosperity Board, and the fact that the two legal entities - NWMCOG and Northwest Michigan Works, Inc. - and their corresponding boards will remain intact.

They reviewed the proposed revised agreement between the two boards and the proposed bylaws for the unincorporated Regional Prosperity Board. They also reviewed the proposed update to the 501c3 entity's purpose statement, and the proposed composition of the Regional Prosperity Board, which will include 23 members in addition to the NWMCOG Board and the Workforce Development Board.

Substantial discussion took place among the board members, Liaison Committee members and staff. It was noted that the final drafts of the above-referenced documents will be on the June agenda for final approval if the NWMCOG Board also votes to move forward.

Motion by A. Jeannot, supported by D. Parkes, to continue moving forward with the development of a Regional Prosperity Board, according to the priorities and recommendations as outlined by the Liaison Committee and the timeline that was established in February 2014 including implementation on October 1, 2014. Motion passed unanimously

WDB retreat, Beaver Island, September 9th

Elaine explained that staff is recommending a small, one-day (no overnight) retreat just for the Workforce Development Board to be held at the Beaver Island Lighthouse School on Tuesday, September 9, 2014. She said the retreat topic will be a comprehensive report on progress to date relative to the board's Strategic Agenda, along with generation of ideas to fill any gaps to accomplish the full Strategic Agenda going forward. After discussion the board members concurred that a retreat would be useful.

Motion by K. Bollman, supported by G. Fedus to approve the amended WDB 2014 meeting schedule as presented to include the September 9 retreat. Motion passed unanimously.

Correspondence

Correspondence was included with the packet.

Adjourn

Dave said the next meeting will be a joint meeting with the Northwest Michigan Council of Governments board on June 9, 2014. The meeting was adjourned by consensus at 7:10 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. Allington, Diane	Owner/Master Craft Extrusion Tools, Inc	Business/Leelanau
	<input checked="" type="checkbox"/>	3. Bachmann, Eric	District Manager, 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	Regional Director, MI Regional Retention & Growth, MEDC	Economic Development
	<input type="checkbox"/>	7. Dillon, Charles	President, West Shore Community College	Higher Education
	<input checked="" type="checkbox"/>	8. Ezop, Judy	Workforce Development Agency, State of MI	Workforce Development Agency
	<input checked="" type="checkbox"/>	9. Fedus, Gary	President, Mitchell Graphics	Business/Emmet
	<input checked="" type="checkbox"/>	10. Haworth, Amanda	HR Director, Boyne Resorts	Business/Charlevoix
	<input checked="" type="checkbox"/>	11. Jeannot, Art	Owner, jdc Jeannot Development Company	Business/Benzie
	<input checked="" 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 type="checkbox"/>	15. McLaughlin, Dawn	Director, Grand Traverse, Leelanau, Kalkaska	Human Services
	<input type="checkbox"/>	16. Nowlin, Leslie	HR Coordinator, Piranha Hose Productions	Business/Cadillac
	<input type="checkbox"/>	17. Osborne, Ken	VP Manufacturing, Boride Engineered Abrasives	Business/Grand Traverse
	<input checked="" type="checkbox"/>	18. Parkes, Doug	Manistee County School Board Member	K12 Education
	<input type="checkbox"/>	19. Peal, Jerry	Owner, President-Hague Equipment Company of MI Inc	Business/ Kalkaska
	<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 Medical Center	Business/Grand Traverse
	<input type="checkbox"/>	22. Pratt, David	Deputy Warden, Pugsley Correctional Facility	Corrections
	<input type="checkbox"/>	23. Rives, Jerald	President, Elk Lake Tool Co.	Business/Antrim
	<input checked="" type="checkbox"/>	24. Smith, Jim	Tool North, Inc.	Student
	<input type="checkbox"/>	25. Steele, Clint	Pipe Fitter, Local 85	Labor
	<input checked="" type="checkbox"/>	26. Stephenson, John	Executive Director, NW MI Community Action Agency	Community Based Org.
	<input type="checkbox"/>	27. Toth, John	President, Central Labor Council	Labor
	<input checked="" type="checkbox"/>	28. Workman, Betty	Owner, Vacation Trailer Park & Vacation Trailer Sales	Business/Benzie

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Others

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	Name	Organization
1.	Darcy Glazier	TBA CTC
2.	Forrest Gelinas	TBA CTC
3.	Roger Coates	Boyne City Public
4.	Richard Carpenter	Boyne City Public
5.	Landon Kartes	Boyne City Public
6.	Zach Bailey	Boyne City
7.	Kaden Coates	Boyne City
8.	Jill Solomon	Boyne City
9.	Logan Orban	Boyne City
10.	Randy Calcatellc	Boyne City
11.	Jason Jeffres	TBAISD
12.	Margucrite Cotto	NMC, TC
13.	Scott Tompkins	TBAISD - Career Tech Center
14.	Chuck Judson	Smith Haughey Rice & Roegge
15.	Denise Culman	NWMCOG
16.	Steve Shugart	NWMCOG
17.	Elaine Wood	NWMCOG
18.	Becky Maddox	NWMW
19.	Darla Rowland	NWMCOG
20.	Janie Mcabb	NWMCOG
23.	Dan Boss	NWMCOG
24.		
25.		

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