



MISSION
 Our mission is to develop today's
 workforce and tomorrow's economy
 by engaging employers, jobseekers, and partners.

WORKFORCE DEVELOPMENT BOARD MEETING

May 9, 2018, 10:00 a.m. – 12:00 noon

Chelsea Comfort Inn Village Conference Center
 1645 Commerce Park Drive, Chelsea, MI 48118

AGENDA

1. Call to order
2. Roll Call
3. Introductions
4. Call to the Public
5. Approval of the Agenda
6. Approval of March 14, 2018 Michigan Works! Southeast Workforce Development Board Meeting Minutes
7. Approval of Consent Agenda
 - a. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-60
 A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR AIRman PRODUCTS, LLC IN THE AMOUNT OF \$7,485
 - b. WDB RESOLUTION 17-61
 A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR JAC PRODUCTS IN THE AMOUNT OF \$1,725
 - c. WDB RESOLUTION 17-62
 A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR GERDAU MACSTEEL IN THE AMOUNT OF \$9,000
 - d. WDB RESOLUTION 17-63
 A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR RIVES MANUFACTURING IN THE AMOUNT OF \$2,925
 - e. WDB RESOLUTION 17-64
 A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR AMERICA'S PREFERRED HOME WARRANTY IN THE AMOUNT OF \$10,000

- f. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-65
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR MARTINREA INDUSTRIES-BCA IN THE AMOUNT OF \$11,200
- g. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-66
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR GENERAL AUTOMATIC MACHINE PRODUCTS COMPANY IN THE AMOUNT OF \$8,000
- h. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-67
A RESOLUTION APPROVING THE CALENDAR YEAR 2017 AND CY 2018 MICHIGAN WORKS! SYSTEM PLAN FOR THE TIME PERIOD 1/1/2017 THROUGH 12/31/2017 AND 1/1/2018 THROUGH 12/31/2019

8. Resolutions for Consideration of the Workforce Development Board (WDB)

- a. WDB RESOLUTION 17-68
A RESOLUTION APPROVING THE TANF REFUGEE PROGRAM/ENGLISH AS A SECOND LANGUAGE CONTRACT EXTENSION JULY 1, 2018 THROUGH JUNE 30, 2019 FOR JEWISH FAMILY SERVICES
- b. WDB RESOLUTION 17-69
A RESOLUTION APPROVING THE SPECIALIZED WIOA BUSINESS SERVICES CONTRACT EXTENSION JULY 1, 2018 THROUGH JUNE 30, 2019 FOR ROBERT TEBO AND ASSOCIATES
- c. WDB RESOLUTION 17-70
A RESOLUTION APPROVING THE FISCAL YEAR 2018 MICHIGAN WORKS! SOUTHEAST AGENCY BUDGET
- d. WDB RESOLUTION 17-71
A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACT WITH THE SMALL BUSINESS DEVELOPMENT CENTER (SBDC) FOR FY 2018
- e. WDB RESOLUTION 17-72
A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICES CONTRACT WITH ANN ARBOR SPARK FOR FY 2018
- f. WDB RESOLUTION 17-73
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH HARTLAND SCHOOLS FOR FY 2018
- g. WDB RESOLUTION 17-74
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH KEY OPPORTUNITIES FOR FY 2018
- h. WDB RESOLUTION 17-75
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH WORK SKILLS CORPORATION FOR FY 2018
- i. WDB RESOLUTION 17-76
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH LIVINGSTON EDUCATIONAL SERVICE AGENCY FOR FY 2018
- j. WDB RESOLUTION 17-77
A RESOLUTION TO APPROVE AN ADDITIONAL MEMBER TO THE CAREER AND EDUCATIONAL ADVISORY COUNCIL MEMBERSHIP FOR MICHIGAN WORKS! SOUTHEAST REPRESENTING IN-DEMAND INDUSTRY

9. Presentations

- a. Job Search and the use of Digital Equipment for Low-Resourced Job Seeker - Tawanna Dillahunt, Assistant Professor, University of Michigan
- b. Training Guide Developed for Occupations Related to and Connected to Automated Vehicles in Region 9 - Michelle Wein, Senior Project Manager, Workforce Intelligence Network (WIN)
- c. Labor Market Information and Strategic Initiatives - Dr. Leonidas Murembya, Michigan Department of Technology, Management & Budget

10. Committee Reports

- a. Employer Services - Rick Currie, Chair
- b. Job Seeker Services – Leann Wilt, Chair
- c. Career and Educational Advisory Council (CEAC) – Kevin Oxley
- d. Compliance, Finance and Operations (CFO) – Lynn Matzen, Chair

11. Discussion Items

- a. Executive Committee Report - WDB Chair
 - Michigan Works! Southeast Workforce Development Board Executive Committee Minutes for April 4, 2018
 - Michigan Works! Southeast Workforce Development Board Executive Committee Minutes for May 2, 2018

12. Other Items

- a. Chair Update
 - Governor's Talent Investment Board (GTIB)
-K-14 Survey of Workforce Development Board Chairs
- b. Director's Update – Bill Sleight

13. Adjourn

6. Approval of March 14, 2018 Michigan Works! Southeast Workforce Development Board Meeting Minutes

Joint Meeting of Michigan Works! Southeast Workforce Development Board
 And Southeast Michigan Consortium Board
 March 14, 2018, 10:00 a.m.
 Chelsea Comfort Inn Village Conference Center
 1645 Commerce Park Drive, Chelsea, MI 48118

Michigan Works! Southeast Workforce Development Board of Directors Members

Present

Leslie Alexander	Inmatech, Inc.	via conference call
Rich Chang	NewFoundry	
Kurtis Condon	Hillsdale Terminal	Alternate for Donald Germann
Richard Currie, Vice Chair	Hitachi Automotive Systems	
Jennifer Giannone	Thai Summit	via conference call
Steven Girardin	Michigan Rehabilitation Service	
Marcus James, Chair	Stable Inc LLC	
Sharon Miller	Consumers Energy	
Michelle Mueller	Washtenaw Community College	Alternate for Scott Menzel
Angela Parth	Livingston Family Center	
Deb Polich	The Arts Alliance	via conference call
John Salyer	AAEJATC	Alternate for Lee Graham
Phil Santer	Ann Arbor SPARK	
Phil Sponsler	Orbitform	
Grace Trudell	IBEW 58	
James Van Doren	Lenawee Now	
Ambrose Willbanks, Jr.	Washtenaw CVB	
Leann Wilt	Venchurs, Inc.	

Michigan Works! Southeast Workforce Development Board of Directors Members

Absent

Mindy Bradish-Orta	Jackson Chamber of Commerce
Sean Duval	Golden Limousine International
Jeremy Frew	Jackson College
Paul Ganz	DTE Energy
Donald Germann	County National Bank
Lee Graham	Operating Engineers 324
Steven Gulick	Huron Valley Area Labor Federation
Jeremiah "JJ" Hodshire	Hillsdale Hospital
Lynn Matzen	Matrix Systems LLC
Scott Menzel	Washtenaw County ISD
Kevin Oxley	Jackson County ISD

Southeast Michigan Consortium Board Present

Ruth Brown	Hillsdale County Commissioner
Julie Games	Hillsdale County Commissioner
Sarah Lightner	Jackson County Commissioner
Daniel Mahoney	Jackson County Commissioner
Karol KZ Bolton, Chair	Lenawee County Commissioner
Chris Wittenbach	Lenawee County Commissioner
Dennis Dolan, Vice Chair	Livingston County Commissioner
Ruth Ann Jamnick	Washtenaw County Commissioner

Southeast Michigan Consortium Board Absent

William Green	Livingston County Commissioner
Conan Smith	Washtenaw County Commissioner

Staff Present

Bill Sleight, Director	Michigan Works! Southeast
Shamar Herron, Deputy Director	Michigan Works! Southeast
Robin Aldrich, IT Manager	Michigan Works! Southeast
Dan Childs, Systems Administrator	Michigan Works! Southeast
Nicole Bell, Communications Manager	Michigan Works! Southeast
Johnny Epps, Service Center Manager	Michigan Works! Southeast
LaDena Fredette, Business Services Coordinator	Michigan Works! Southeast
Pam Gosla, Research and Education Manager	Michigan Works! Southeast
Maggie Flaherty, Administrative Services Manager	Michigan Works! Southeast
Cordelia Gonzalez, Fiscal Manager	Michigan Works! Southeast

Others Present

Robert Tebo	Robert Tebo Associates
Thomas Claus	Robert Tebo Associates
Charlie Penner	MI-SBDC/WCC
Steve Ginail	MI Rehab Services
Shawn Preissle	MI-SBDC/WCC
Leonidas Murembya	DTMB/LMI
Laura Hoehn	LESA
Kristin Hunt	Plante Moran

1. Call to order
KZ Bolton, Chair, Southeast Michigan Consortium Board called the meeting to order at 10:09 a.m.
2. Call to order
Marcus James, Chair, Michigan Works! Southeast Workforce Development Board called the meeting to order at 10:09 a.m.

3. Roll Call
Quorum present for the Southeast Michigan Consortium Board
4. Roll Call
Quorum present for the Michigan Works! Southeast Workforce Development Board
5. Introductions
6. Call to the Public
KZ Bolton call to the public. No Public Comment
7. Approval of the Agenda
 - KZ Bolton call for a motion to approve the Agenda.
MOTION: Sarah Lightner moved to approve the Agenda.
SUPPORT: Julie Games
Discussion.
KZ Bolton call to amend the motion under CB Resolution 17-22.
Correct Resolution adding the word Implementation.
AMEND MOTION: Dennis Dolan moved to amend the motion and correct the Agenda by adding the word Implementation to CB Resolution 17-22.
"A Resolution Approving the Implementation of a Salary Structure for Michigan Works! Southeast"
SUPPORT: Julie Games
Comment. The written CB 17-22 Resolution attached has the correct resolution language.
AMENDED MOTION CARRIED
 - Marcus James call for a motion to approve the Agenda.
MOTION: James Van Doren moved to approve the Agenda.
SUPPORT: Grace Trudell
MOTION CARRIED
8. Approval of Minutes for Consortium Board
KZ Bolton call for a motion to approve the January 29, 2018 Consortium Board Meeting Minutes.
MOTION: Dennis Dolan moved to approve the January 29, 2018 Southeast Michigan Consortium Board Minutes
SUPPORT: Chris Wittenbach
MOTION CARRIED
9. Consideration of Consent Agenda Items for Workforce Development Board
Marcus James request for any of the Consent Agenda Items be moved to the WDB Resolutions for Consideration. Request to strike WDB 17-50 IWT for Eberbach. Eberbach is no longer requesting IWT funds. No request to move agenda items.
Marcus James call for a motion to approve the Consent Agenda.
MOTION: Phil Santer
SUPPORT: Richard Currie
Discussion.
MOTION CARRIED

- a. January 10, 2018 Michigan Works! Southeast Workforce Development Board Minutes
- b. WORKFORCE DEVELOPMENT RESOLUTION (WDB) 17-46
A RESOLUTION APPROVING TALENT INVESTMENT AWARD OF SKILLED TRADES TRAINING FUNDS (STTF) FOR FY 2018, OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018 FOR THE MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
- c. WDB RESOLUTION 17-47
A RESOLUTION APPROVING FY 2017 WORKFORCE INNOVATION AND OPPORTUNITY ACTION (WIOA) INCUMBENT WORKER TRAINING (IWT) FUNDS FOR JONESVILLE TOOL AND MANUFACTURING IN THE AMOUNT OF \$2,423
- d. WDB RESOLUTION 17-48
A RESOLUTION APPROVING FY 2017 WIOA IWT FUNDS FOR MMI ENGINEERED SOLUTIONS, INC. IN THE AMOUNT OF \$21,015
- e. WDB RESOLUTION 17-49
A RESOLUTION APPROVING FY 2017 WIOA IWT FUNDS FOR CASTER CONCEPTS, INC. IN THE AMOUNT OF \$6,425
- f. ~~WDB RESOLUTION 17-50
A RESOLUTION APPROVING FY 2017 IWT FUNDS FOR EBERBACH IN THE AMOUNT OF \$14,652~~
- g. WDB RESOLUTION 17-51
A RESOLUTION APPROVING FY 2017 IWT FUNDS FOR MELLING TOOL COMPANY IN THE AMOUNT OF \$10,745
- h. WDB RESOLUTION 17-52
A RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING WITH WORKFORCE INTELLIGENT NETWORK (WIN)
- i. WORKFORCE DEVELOPMENT RESOLUTION 17-55
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR FORTECH PRODUCTS IN THE AMOUNT OF \$7,800
- j. WORKFORCE DEVELOPMENT RESOLUTION 17-56
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING (IWT) FUNDS FOR ST. JOSEPH MERCY HOSPITAL IN THE AMOUNT OF \$1,816

10. Presentations:

- Kristin Hunt, Plante Moran, presented Michigan Works! Southeast Independent Auditor's Report for year ended June 30, 2017.
Discussion.
KZ Bolton call for a motion to accept the Michigan Works! Southeast (MWSE) Independent Auditor's Report for the year ended June 30, 2017.
MOTION: Sarah Lightner moved to approve the MWSE independent Auditor's report for the year ended June 30, 2017.
SUPPORT: Dennis Dolan
MOTION CARRIED
- Phil Santer, Ann Arbor SPARK, GAAR, presented a progress report.
Discussion.

- Robert Tebo, Robert Tebo & Associates, presented a progress report on iChallengeU program.
Discussion.
- Charlie Penner, Small Business Development Center-Washtenaw Community College presented a report. Discussion.
- Laura Hoehn, Livingston Educational Service Agency presented a progress report – MI Bright Future.
Discussion.

11. Resolutions for Consideration of the Workforce Development Board (WDB) –
Marcus James

- a. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-53
A RESOLUTION APPROVING ADDITIONAL FUNDS IN THE AMOUNT OF \$15,500 FOR SMALL BUSINESS DEVELOPMENT CENTER
Marcus James call for a motion to approve WDB Resolution 17-53
MOTION: Rick Currie moved to approve WDB Resolution 17-53 additional funds in the amount of \$15,500 for Small Business Development Center
SUPPORT: Leann Wilt
Bill Sleight reviewed the resolution.
ABSTAIN: Michelle Mueller
MOTION CARRIED
- b. WDB RESOLUTION 17-57
A RESOLUTION APPROVING THE CAREER AND EDUCATIONAL ADVISORY COUNCIL (CEAC) MEMBERSHIP FOR MICHIGAN WORKS! SOUTHEAST
Marcus James call for a motion to approve the WDB Resolution 17-57.
MOTION: Rick Currie moved to approve WDB Resolution 17-57 the Career and Educational Advisory Council membership for Michigan Works! Southeast.
SUPPORT: Michelle Mueller
Bill Sleight reviewed the resolution.
MOTION CARRIED
- c. WDB RESOLUTION 17-58
A RESOLUTION APPROVING THE RELEASE OF WORKFORCE INNOVATION AND OPPORTUNITY ACTION (WIOA) RELEASE OF A REQUEST FOR PROPOSAL (RFP) FOR SPECIALIZED YOUTH SERVICES
Marcus James call for a motion to approve Resolution 17-58
MOTION: Grace Trudell moved to approve Resolution 17-58 the release of WIOA release of Request for Proposal (RFP) for Specialized Youth Services
SUPPORT: Leann Wilt
Bill Sleight reviewed the resolution.
MOTION CARRIED
- d. WDB RESOLUTION 17-59
A RESOLUTION APPROVING THE RELEASE OF WIOA RFP FOR SPECIALIZED BUSINESS SERVICES-ECONOMIC DEVELOPMENT SERVICES
Marcus James call for a motion to approve Resolution 17-59

MOTION: Grace Trudell moved to approve Resolution 17-59 the release of WIOA release of Request for Proposal (RFP) for WIOA Business Services Economic Development Services
 SUPPORT: Kurtis Condon
 Bill Sleight reviewed the resolution.
 Abstain: James Van Doren, Phil Santer
 MOTION CARRIED

12. Resolutions for Consideration of the Southeast Michigan Consortium Board (CB) – KZ Bolton

- a. CB RESOLUTION 17-21
 A RESOLUTION MODIFYING THE APPROVED FISCAL YEAR 2017 MICHIGAN WORKS! AGENCY BUDGET
 KZ Bolton call for a motion to approve CB Resolution 17-21
 MOTION: Sarah Lightner moved to approve CB Resolution 17-21 modifying the approved Fiscal Year 2017 Michigan Works! Agency Budget
 SUPPORT: Dennis Dolan
 Bill Sleight reviewed the proposal.
 MOTION CARRIED
- b. CB RESOLUTION 17-22
 A RESOLUTION APPROVING THE IMPLEMENTATION OF A SALARY STRUCTURE FOR MICHIGAN WORKS! SOUTHEAST
 KZ BOLTON CALL FOR A MOTION TO APPROVE CB RESOLUTION 17-22
 MOTION: Sarah Lightner moved to approve CB Resolution 17-22 the implementation of a salary structure for Michigan Works! Southeast
 SUPPORT: Chris Wittenbach
 Bill Sleight reviewed the resolution.
 MOTION CARRIED

13. Resolutions for Consideration by both the Consortium Board (CB)- KZ Bolton and the Workforce Development Board (WDB) - Marcus James

- a. CB Resolution 17-20
 A RESOLUTION APPROVING ACCEPTANCE OF FUNDS FOR RAPID RESPONSE-CUSTOMER RELATIONSHIP MANAGEMENT IN THE AMOUNT OF \$6,131
 KZ Bolton call for a motion to approve CB Resolution 17-20
 MOTION: Sarah Lightner moved to approve CB Resolution 17-20 acceptance of funds for Rapid Response-Customer Relationship Management in the amount of \$6,131
 SUPPORT: Julie Games
 Bill Sleight reviewed the resolution.
 MOTION CARRIED

WDB RESOLUTION 17-54

A RESOLUTION APPROVING ACCEPTANCE OF FUNDS FOR RAPID RESPONSE CUSTOMER RELATIONSHIP MANAGEMENT IN THE AMOUNT OF \$6,131

Marcus James call for a motion to approve WDB Resolution 17-54

MOTION: Grace Trudell moved to approve CB Resolution 17-54

acceptance of funds for Rapid Response-Customer Relationship Management in the amount of \$6,131

SUPPORT: Phil Santer

MOTION CARRIED

14. Committee Reports

Marcus James commented that the Committee Reports will be reported and discussed during the May 9, 2018 Workforce Development Board Meeting.

- a. Executive Committee Report – Marcus James - Chair
-February 7, 2018 Executive Committee Meeting
-March 7, 2018 Executive Committee Meeting
- b. Employer Services – Richard Currie, Chair
- c. Job Seeker Services – Leann Wilt, Chair
- d. Career and Educational Advisory Council (CEAC) – Kevin Oxley, Chair
- e. Compliance, Finance and Operations (CFO) – Lynn Matzen, Chair

15. New Business – KZ Bolton Consortium Board

- a. Workforce Development Board Member Vacancies to Fill

KZ Bolton call for a motion to fill the private sector vacancy on the Workforce Development Board due to Swatee Kulkarni resignation.

Bill Sleight reviewed nominee information.

MOTION: Sarah Lightner moved to approve Shawn Planko, Engineering Manager, Expedia to fill the Private Sector Vacancy.

SUPPORT: Julie Games

Discussion.

MOTION CARRIED

MOTION: Chris Wittenbach moved to approve Stephanie Dinius, Financial Service Officer, GreenStone Farm Credit Services to fill the Agriculture Sector.

SUPPORT: Sarah Lightner

Discussion.

MOTION CARRIED

KZ Bolton call for a motion to fill the adult education/higher education sector vacancy due to the resignation of Dr. Timothy Jackson resignation.
Bill Sleight reviewed nominee information.

MOTION: Sarah Lightner moved to approve Dr. Rose Bellanca, President/CEO, Washtenaw Community College to fill the adult education/higher education sector vacancy.

SUPPORT: Daniel Mahoney

Discussion.

MOTION CARRIED

- b. Alternates for Workforce Development Board Member
Board Member/Dr. Scott Menzel, Superintendent, Washtenaw ISD
Alternate nominee, Dr. Timothy Jackson, Washtenaw ISD, Adult Education Grants Manager.
Board Member/Dr. Rose Bellanca, President, CEO, Washtenaw Community College.
Alternate Nominee, Dr. Michelle Mueller, Washtenaw Community College, Vice President of Economic, Community & College Development
KZ Bolton call for a motion to approve alternate Dr. Timothy Jackson for Dr. Scott Menzel, Washtenaw ISD
MOTION: Ruth Ann Jamnick move to approve alternate Dr. Timothy Jackson for Dr. Scott Menzel
SUPPORT: Sarah Lightner
MOTION CARRIED
KZ Bolton call for a motion to approve alternate Dr. Michelle Mueller for Dr. Rose Bellanca, Washtenaw Community College
MOTION: Sarah Lightner
SUPPORT: Ruth Ann Jamnick
MOTION CARRIED

16. Discussion Items (both boards)

- a. Governor's Talent Investment Board (GTIB) Update – Marcus James

17. Other Items

- a. Comments from Chair (both boards)
- b. Comments from Director
 - Director's Report updates

18. Public Comment

KZ Bolton offered public comment. No Public Comment.

19. Adjournment of the Joint Board Meeting of the Southeast Michigan Consortium and the Michigan Works! Southeast Workforce Development Board
- KZ Bolton call for a motion to adjourn the Southeast Michigan Consortium Board.
MOTION: Sarah Lightner moved to adjourn.
SUPPORT: Chris Wittenbach
MOTION CARRIED
 - Marcus James call for a motion to adjourn the Michigan Works! Southeast Workforce Development Board.
MOTION: Jim Van Doren
SUPPORT: Steven Girardin
MOTIOIN CARRIED

The joint meeting of the Southeast Michigan Consortium Board and Michigan Works! Southeast Workforce Development Board adjourned at 12.04 p.m.

7. Approval of Consent Agenda

- a. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-60
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR AIRman PRODUCTS, LLC IN THE AMOUNT OF \$7,485
- b. WDB RESOLUTION 17-61
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR JAC PRODUCTS IN THE AMOUNT OF \$1,725
- c. WDB RESOLUTION 17-62
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR GERDAU MACSTEEL IN THE AMOUNT OF \$9,000
- d. WDB RESOLUTION 17-63
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR RIVES MANUFACTURING IN THE AMOUNT OF \$2,925
- e. WDB RESOLUTION 17-64
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- g. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-66
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR GENERAL AUTOMATIC MACHINE PRODUCTS COMPANY IN THE AMOUNT OF \$8,000
- h. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-67
A RESOLUTION APPROVING THE CALENDAR YEAR 2017 AND CY 2018 MICHIGAN WORKS! SYSTEM PLAN FOR THE TIME PERIOD 1/1/2017 THROUGH 12/31/2017 AND 1/1/2018 THROUGH 12/31/2019

MEMORANDUM

Workforce Development Board Resolution 17-60

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: April 4, 2018

Subject: FY 2017 WIOA Incumbent Worker contract approval for AIRman Products, LLC

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a FY 2017 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract for AIRman Products, LLC in the amount of \$7,485

Background

FY 2017 WIOA Incumbent Worker (7/1/17 through 6/30/18) training contracts are an important part of the Business Services run in the five counties of the Southeast Michigan Consortium. AIRman Products, LLC in Livingston County is requesting Process Improvement/Six Sigma/GD&T Training in the amount of amount of \$7,485 to train employees from April 15, 2018 to June 30, 2018.

Discussion

WIOA expands the funding available for Incumbent Worker funds (up to 20% of WIOA Adult and up to 20% of WIOA Dislocated Worker funds). Incumbent Worker funds are used to train currently employed workers to help avoid layoffs, learn new, necessary skills and/or help keep the company competitive. The training is usually for short term class or certificate training, although On-the-Job Training is allowed. Companies must provide information on why training is needed, who will be trained, what training will be provided and the total training cost (including employer match). Applications for Incumbent Worker funding are accepted on a rolling-basis, pending availability of funds and merit of training requested by employers.

AIRman company products or services are pneumatic valves, cylinders and controls for the heavy transport industry. AIRman Products, LLC is requesting \$7,485 to train 7 employees in Process Improvement/Six Sigma/GD&T Training. The company will contribute \$5,141 as match in the form of wages to the participants and tuition. Training will be conducted by the Michigan Manufacturing Technology Center (MMTC).

FY 2017 Incumbent Worker contracts for approval

Company Name	Grant Award	# to be trained	County
AIRman Products, LLC	\$7,485	7	Livingston

The IWT Grant Application has been reviewed and approved by the Review Committee.

Approval of Incumbent Worker grant contracts is needed from the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-60**

A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR AIRman PRODUCTS, LLC IN THE AMOUNT OF \$7,485

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The Consortium operates as the "Michigan Works! Southeast" agency; and
- WHEREAS, Michigan Works! staff have received an Incumbent Worker (IW) training fund application from AIRman Products, LLC in Livingston County, MI; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, AIRman Products, LLC is seeking to train 7 employees in Process Improvement/Six Sigma/GD&T Training April 15, 2018 through June 30, 2018.
- WHEREAS, Approval of this contract requires approval from the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the incumbent Worker training application listed above in the amounts and for the time periods described.

BE IT FURTHER RESOLVED that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training providers selected by the employer.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary contract(s), as well as any future amendments for monetary and contract language adjustments.

MEMORANDUM

Workforce Development Board Resolution 17-61

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: April 4, 2018

Subject: FY 2017 WIOA Incumbent Worker contract approval for JAC Products

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a FY 2017 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract for JAC Products in the amount of \$1,725.

Background

FY 2017 WIOA Incumbent Worker (7/1/17 through 6/30/18) training contracts are an important part of the Business Services run in the five counties of the Southeast Michigan Consortium. JAC Products in Washtenaw County is requesting Lean Six Sigma Green Belt Training and Certification Program in the amount of amount of \$1,725 to train employees from April 9, 2018 to April 26, 2018.

Discussion

WIOA expands the funding available for Incumbent Worker funds (up to 20% of WIOA Adult and up to 20% of WIOA Dislocated Worker funds). Incumbent Worker funds are used to train currently employed workers to help avoid layoffs, learn new, necessary skills and/or help keep the company competitive. The training is usually for short term class or certificate training, although On-the-Job Training is allowed. Companies must provide information on why training is needed, who will be trained, what training will be provided and the total training cost (including employer match). Applications for Incumbent Worker funding are accepted on a rolling-basis, pending availability of funds and merit of training requested by employers.

JAC Products services or products are exterior functional components, industrial and structural extrusions and assemblies. JAC Products is requesting \$1,725 to train 1 employee in Lean Six Sigma Green Belt Training & Certification Program. The company will contribute \$3,450 as match in the form of wages to the participant and tuition. Training will be conducted by the Michigan Manufacturing Technology Center (MMTC).

FY 2017 Incumbent Worker contracts for approval

Company Name	Grant Award	# to be trained	County
JAC Products	\$1,725	1	Washtenaw

The IWT Grant Application has been reviewed and approved by the Review Committee.

Approval of Incumbent Worker grant contracts is needed from the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-61**

A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR JAC Products IN THE AMOUNT OF \$1,725

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The Consortium operates as the "Michigan Works! Southeast" agency; and
- WHEREAS, Michigan Works! staff have received an Incumbent Worker (IW) training fund application from JAC Products in Washtenaw County, MI; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, JAC Products is seeking to train 1 employee in Lean Six Sigma Green Belt Training & Certification Program April 9, 2018 through April 26, 2018.
- WHEREAS, Approval of this contract requires approval from the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the Incumbent Worker training application listed above in the amounts and for the time periods described.

BE IT FURTHER RESOLVED that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training providers selected by the employer.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary contract(s), as well as any future amendments for monetary and contract language adjustments.

MEMORANDUM

Workforce Development Board Resolution 17-62

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: April 4, 2018

Subject: FY 2017 WIOA Incumbent Worker contract approval for Gerdau MacSteel

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a FY 2017 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract for Gerdau MacSteel in the amount of \$9,000.

Background

FY 2017 WIOA Incumbent Worker (7/1/17 through 6/30/18) training contracts are an important part of the Business Services run in the five counties of the Southeast Michigan Consortium. Gerdau MacSteel in Jackson County is requesting NFPA-70E Arc Flash Training in the amount of amount of \$9,000 to train employees from April 10, 2018 to May 18, 2018.

Discussion

WIOA expands the funding available for Incumbent Worker funds (up to 20% of WIOA Adult and up to 20% of WIOA Dislocated Worker funds). Incumbent Worker funds are used to train currently employed workers to help avoid layoffs, learn new, necessary skills and/or help keep the company competitive. The training is usually for short term class or certificate training, although On-the-Job Training is allowed. Companies must provide information on why training is needed, who will be trained, what training will be provided and the total training cost (including employer match). Applications for Incumbent Worker funding are accepted on a rolling-basis, pending availability of funds and merit of training requested by employers.

Gerdau MacSteel products or services: manufacture of Carbon and Alloy Engineered SBQ Steel Bars. Gerdau MacSteel is requesting \$9,000 to train 15 employees (maintenance electricians) in NFPA-70E Arc Flash. The company will contribute \$8,096 as match in the form of wages to the participant and tuition. Training will be conducted by Crown ERAM, LLC.

FY 2017 Incumbent Worker contracts for approval

Company Name	Grant Award	# to be trained	County
Gerdau MacSteel	\$9,000	15	Jackson

The IWT Grant Application has been reviewed and approved by the Review Committee.

Approval of Incumbent Worker grant contracts is needed from the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-62**

A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR GERDAU MACSTEEL IN THE AMOUNT OF \$9,000

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The Consortium operates as the "Michigan Works! Southeast" agency; and
- WHEREAS, Michigan Works! staff have received an Incumbent Worker (IW) training fund application from Gerdau MacSteel in Jackson County, MI; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, Gerdau MacSteel is seeking to train 15 employee (Maintenance Electricians) in NFPA-70E ARC Flash April 10, 2018 through May 18, 2018.
- WHEREAS, Approval of this contract requires approval from the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the Incumbent Worker training application listed above in the amounts and for the time periods described.

BE IT FURTHER RESOLVED that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training providers selected by the employer.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary contract(s), as well as any future amendments for monetary and contract language adjustments.

MEMORANDUM

Workforce Development Board Resolution 17-63

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: April 4, 2018

Subject: FY 2017 WIOA Incumbent Worker contract approval for Rives Manufacturing

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a FY 2017 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract for Rives Manufacturing in the amount of \$2,925.

Background

FY 2017 WIOA Incumbent Worker (7/1/17 through 6/30/18) training contracts are an important part of the Business Services run in the five counties of the Southeast Michigan Consortium. Rives Manufacturing in Jackson County is requesting Supervisory Skills Training and Internal Auditor Training in the amount of amount of \$2,925 to train employees from May 6, 2018 to June 30, 2018.

Discussion

WIOA expands the funding available for Incumbent Worker funds (up to 20% of WIOA Adult and up to 20% of WIOA Dislocated Worker funds). Incumbent Worker funds are used to train currently employed workers to help avoid layoffs, learn new, necessary skills and/or help keep the company competitive. The training is usually for short term class or certificate training, although On-the-Job Training is allowed. Companies must provide information on why training is needed, who will be trained, what training will be provided and the total training cost (including employer match). Applications for Incumbent Worker funding are accepted on a rolling-basis, pending availability of funds and merit of training requested by employers.

Rives Manufacturing products or services: CNC, Wire Forming, HotUpset, Coining, Machining, and Drilling. Rives Manufacturing is requesting \$2,925 to train 2 employees in Supervisory Skills and 1 employee in Internal Auditor Training. The company will contribute \$2,132.20 as match in the form of wages to the participant and tuition. Training will be conducted Michigan Manufacturing Technology Center (MMTC).

FY 2017 Incumbent Worker contracts for approval

Company Name	Grant Award	# to be trained	County
Rives Manufacturing	\$2,925	2-Supervisory Skills Training 1-Internal Auditor Training	Jackson

The IWT Grant Application has been reviewed and approved by the Review Committee.

Approval of Incumbent Worker grant contracts is needed from the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-63**

A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR RIVES MANUFACTURING IN THE AMOUNT OF \$2,925

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The Consortium operates as the "Michigan Works! Southeast" agency; and
- WHEREAS, Michigan Works! staff have received an Incumbent Worker (IW) training fund application from Rives Manufacturing in Jackson County, MI; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, Rives Manufacturing is seeking to train 2 employees in Supervisory Skills Training and 1 employee in Internal Auditor Training May 7, 2018 to June 30, 2018.
- WHEREAS, Approval of this contract requires approval from the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the Incumbent Worker training application listed above in the amounts and for the time periods described.

BE IT FURTHER RESOLVED that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training providers selected by the employer.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary contract(s), as well as any future amendments for monetary and contract language adjustments.

MEMORANDUM

Workforce Development Board Resolution 17-64

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: April 4, 2018

Subject: FY 2017 WIOA Incumbent Worker contract approval for America's Preferred Home Warranty

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a FY 2017 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract for America's Preferred Home Warranty in the amount of \$10,000.

Background

FY 2017 WIOA Incumbent Worker (7/1/17 through 6/30/18) training contracts are an important part of the Business Services run in the five counties of the Southeast Michigan Consortium. America's Preferred Home Warranty in Jackson County is requesting Supervisory Skills Training in the amount of amount of \$10,000 to train employees from April 16, 2018 to June 30, 2018.

Discussion

WIOA expands the funding available for Incumbent Worker funds (up to 20% of WIOA Adult and up to 20% of WIOA Dislocated Worker funds). Incumbent Worker funds are used to train currently employed workers to help avoid layoffs, learn new, necessary skills and/or help keep the company competitive. The training is usually for short term class or certificate training, although On-the-Job Training is allowed. Companies must provide information on why training is needed, who will be trained, what training will be provided and the total training cost (including employer match). Applications for Incumbent Worker funding are accepted on a rolling-basis, pending availability of funds and merit of training requested by employers.

America's Preferred Home Warranty (APHW) company's products or services: APHW offers home warranty services. APHW warranties are a contractual agreement between a home owner that pays toward repair or replacement of covered appliances and home systems that malfunction under normal conditions of use. APHW is requesting \$10,000 to train 16 employees in Supervisory Skills Training. The company will contribute \$8,254.92, as match in the form of wages to the participant and tuition. Training will be conducted Michigan Manufacturing Technology Center (MMTC).

FY 2017 Incumbent Worker contracts for approval

Company Name	Grant Award	# to be trained	County
America's Preferred Home Warrant	\$10,000	16 Supervisory Skills Training	Jackson

The IWT Grant Application has been reviewed and approved by the Review Committee.

Approval of Incumbent Worker grant contracts is needed from the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-64**

A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR AMERICA'S PREFERRED HOME WARRANTY IN THE AMOUNT OF \$10,000

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The Consortium operates as the "Michigan Works! Southeast" agency; and
- WHEREAS, Michigan Works! staff have received an Incumbent Worker (IW) training fund application from America's Preferred Home Warranty in Jackson County, MI; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, America's Preferred Home Warranty is seeking to train 16 employees in Supervisory Skills Training April 16, 2018 to June 30, 2018.
- WHEREAS, Approval of this contract requires approval from the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the Incumbent Worker training application listed above in the amounts and for the time periods described.

BE IT FURTHER RESOLVED that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training providers selected by the employer.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary contract(s), as well as any future amendments for monetary and contract language adjustments.

MEMORANDUM

Workforce Development Board Resolution 17-65

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: May 2, 2018

Subject: FY 2017 WIOA Incumbent Worker contract approval for Martinrea Industries-BCA

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a FY 2017 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract for Martinrea Industries-BCA in the amount of \$11,200.

Background

FY 2017 WIOA Incumbent Worker (7/1/17 through 6/30/18) training contracts are an important part of the Business Services run in the five counties of the Southeast Michigan Consortium. Martinrea Industries-BCA in Washtenaw County is requesting Core Tools and GD&T Training the amount of amount of \$11,200 to train employees from May 14, 2018 to June 30, 2018.

Discussion

WIOA expands the funding available for Incumbent Worker funds (up to 20% of WIOA Adult and up to 20% of WIOA Dislocated Worker funds). Incumbent Worker funds are used to train currently employed workers to help avoid layoffs, learn new, necessary skills and/or help keep the company competitive. The training is usually for short term class or certificate training, although On-the-Job Training is allowed. Companies must provide information on why training is needed, who will be trained, what training will be provided and the total training cost (including employer match). Applications for Incumbent Worker funding are accepted on a rolling-basis, pending availability of funds and merit of training requested by employers.

Martinrea Industries-BCA services or products or services: Brake and fuel lines, automotive fluid and vapor hoses. Martinrea Industries-BCA is requesting \$11,200 to train 10 employees in Core Tools and GD&T. The company will contribute \$9,834.35 as match in the form of wages to the participant and tuition. Training will be conducted by the Michigan Manufacturing Technology Center (MMTC).

FY 2017 Incumbent Worker contracts for approval

Company Name	Grant Award	# to be trained	County
Martinrea Industries-BCA	\$11,200	11	Washtenaw

The IWT Grant Application has been reviewed and approved by the Review Committee.

Approval of Incumbent Worker grant contracts is needed from the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-65**

A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR MARTINREA INDUSTRIES-BCA IN THE AMOUNT OF \$11,200

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The Consortium operates as the "Michigan Works! Southeast" agency; and
- WHEREAS, Michigan Works! staff have received an Incumbent Worker (IW) training fund application from Martinrea Industries-BCA in Washtenaw County, MI; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, Martinrea Industries-BCA is seeking to train 10 employee in Core Tools & GD&T May 14, 2018 through June 30, 2018.
- WHEREAS, Approval of this contract requires approval from the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the Incumbent Worker training application listed above in the amounts and for the time periods described.

BE IT FURTHER RESOLVED that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training providers selected by the employer.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary contract(s), as well as any future amendments for monetary and contract language adjustments.

MEMORANDUM

Workforce Development Board Resolution 17-66

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: May 2, 2018

Subject: FY 2017 WIOA Incumbent Worker contract approval for General Automatic Machine Products Company

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a FY 2017 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract for General Automatic Machine Products Company in the amount of \$8,000.

Background

FY 2017 WIOA Incumbent Worker (7/1/17 through 6/30/18) training contracts are an important part of the Business Services run in the five counties of the Southeast Michigan Consortium. General Automatic Machine Products Company (GAMPCO) in Hillsdale is requesting Vision Systems/Tornos CNC/Plex Equipment Training for the amount of \$8,000 to train 7 employees from May 9, 2018 to June 30, 2018.

Discussion

WIOA expands the funding available for Incumbent Worker funds (up to 20% of WIOA Adult and up to 20% of WIOA Dislocated Worker funds). Incumbent Worker funds are used to train currently employed workers to help avoid layoffs, learn new, necessary skills and/or help keep the company competitive. The training is usually for short term class or certificate training, although On-the-Job Training is allowed. Companies must provide information on why training is needed, who will be trained, what training will be provided and the total training cost (including employer match). Applications for Incumbent Worker funding are accepted on a rolling-basis, pending availability of funds and merit of training requested by employers.

General Automatic Machine Products Company products or services: Precision Machining-CNC. Training will be conducted by the Greg Scott, Operations Manager, GAMPCO.

FY 2017 Incumbent Worker contracts for approval

Company Name	Grant Award	# to be trained	County
General Automatic Machine Products Company	\$8,000	7	Hillsdale

The IWT Grant Application has been reviewed and approved by the Review Committee.

Approval of Incumbent Worker grant contracts is needed from the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-66**

**A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS
FOR GENERAL AUTOMATIC MACHINE PRODUCTS COMPANY IN THE AMOUNT OF \$8,000**

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, The Consortium operates as the "Michigan Works! Southeast" agency; and
- WHEREAS, Michigan Works! staff have received an Incumbent Worker (IW) training fund application from General Automatic Products Company in the amount of \$8,000 and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, General Automatic Products Company is seeking to train 7 employees in Vision Systems/ Tornos CNC/ Plex Equipment - May 9, 2018 through June 30, 2018.
- WHEREAS, Approval of this contract requires approval from the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the Incumbent Worker training application listed above in the amounts and for the time periods described.

BE IT FURTHER RESOLVED that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training providers selected by the employer.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary contract(s), as well as any future amendments for monetary and contract language adjustments.

MEMORANDUM

WDB Resolution 17-67

To: Michigan Works! Southeast Workforce Development Board**From:** William S. Sleight, Director, Michigan Works! Southeast**Date:** May 2, 2018**Subject:** Calendar Year (CY) 2017 and CY 2018 Michigan Works! System Plan
Board Action Requested

It is requested that the Southeast Michigan Workforce Development Board approve the Calendar Year 2017 and CY 2018 Michigan Works! System Plan for the time period January 1, 2017 through December 31, 2017 and January 1, 2018 through December 30, 2018.

Background

The Michigan Works! System Plan (MWSP) is an instrument for the annual documentation and execution of employment, education, and training programs as well as for the transmission of assurances, certifications, and stipulations, mandatory and discretionary, for such programs funded by the WDA.

Discussion

The implementation of employment, education, and training programs is accomplished throughout the state in each MWA by the local Workforce Development Board (WDB) in cooperation with the Chief Elected Official (CEO) through the utilization of a One-Stop delivery system, in accordance with the WIOA Section 121. The delivery system is embodied in the MWSP.

The MWSP requires items such as:

- Assurances, Certifications, and Stipulations Acknowledgment/Adherence Form
- Certification Regarding Lobbying
- Certification Regarding Debarment
- MWSP Identification, Verification, and Designation Form
- One-Stop Operator Verification Form
- One-Stop Center(s)/Office(s) Verification Form
- Federal Funding Accountability and Transparency Act (FFATA) Data Collection Form and Certification

These are standards items that are required to be implemented and adhered to by all organizations receiving workforce development funds. The MWSP also requests administrative information such as approved signatories, alternate signatories, One-Stop Operator information, etc.

Approval of the CY 2017 and CY 2018 Michigan Works! System Plan must be approved by both the Michigan Works! Southeast Workforce Development Board and the Southeast Michigan Consortium Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-67**

A RESOLUTION APPROVING THE CALENDAR YEAR 2017 AND CY 2018 MICHIGAN WORKS! SYSTEM PLAN FOR THE TIME PERIOD 1/1/2017 THROUGH 12/31/2017 AND 1/1/2018 THROUGH 12/31/2018

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, Each Calendar Year, the Workforce Development Agency, State of Michigan, requires Michigan Works! Agencies to update forms stipulating that the organization will follow certain laws, assurances and certifications; and
- WHEREAS, The Michigan Works! System plan (MWSP) encompasses all of these required forms in addition to administrative information such as signatory authority, alternate signatories, One-Stop Operator information, etc...; and
- WHEREAS, Approval of the MWSP requires approval from the Southeast Michigan Consortium Board and the Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Southeast Michigan Workforce Development Board hereby approves the Calendar Year 2017 Michigan Works! System Plan for the time period of January 1, 2017 to December 31, 2017 and Calendar Year 18 for the time period of January 1, 2018 to December 31, 2018.

BE IT FURTHER RESOLVED that the Chair of the Michigan Works! Southeast Workforce Development Board be authorized to sign the approval request from for submission to the Talent Investment Agency/Workforce Development Agency, State of Michigan as well as any future amendments for monetary and contract language adjustments.

8. Resolutions for Consideration of the Workforce Development Board (WDB)-

- a. WDB RESOLUTION 17-68
A RESOLUTION APPROVING THE TANF REFUGEE PROGRAM/ENGLISH AS A SECOND LANGUAGE CONTRACT EXTENSION JULY 1, 2018 THROUGH JUNE 30, 2019 FOR JEWISH FAMILY SERVICES
- b. WDB RESOLUTION 17-69
A RESOLUTION APPROVING THE SPECIALIZED WIOA BUSINESS SERVICES CONTRACT EXTENSION JULY 1, 2018 THROUGH JUNE 30, 2019 FOR ROBERT TEBO AND ASSOCIATES
- c. WDB RESOLUTION 17-70
A RESOLUTION APPROVING THE FISCAL YEAR 2018 MICHIGAN WORKS! SOUTHEAST AGENCY BUDGET
- d. WDB RESOLUTION 17-71
A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACT WITH THE SMALL BUSINESS DEVELOPMENT CENTER (SBDC) FOR FY 2018
- e. WDB RESOLUTION 17-72
A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICES CONTRACT WITH ANN ARBOR SPARK FOR FY 2018
- f. WDB RESOLUTION 17-73
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH HARTLAND SCHOOLS FOR FY 2018
- g. WDB RESOLUTION 17-74
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH KEY OPPORTUNITIES FOR FY 2018
- h. WDB RESOLUTION 17-75
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH WORK SKILLS CORPORATION FOR FY 2018
- i. WDB RESOLUTION 17-76
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH LIVINGSTON EDUCATIONAL SERVICE AGENCY FOR FY 2018
- j. WDB RESOLUTION 17-77
A RESOLUTION TO APPROVE AN ADDITIONAL MEMBER TO THE CAREER AND EDUCATIONAL ADVISORY COUNCIL MEMBERSHIP FOR MICHIGAN WORKS! SOUTHEAST REPRESENTING IN-DEMAND INDUSTRY

MEMORANDUM

WDB Resolution 17-68

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: May 2, 2018

Subject: Contract Extension with Jewish Family Services (JFS) to provide TANF Refugee Program and English as a Second Language services

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board (WDB) approve a contract extension with Jewish Family Services to provide TANF Refugee Program (TRP) and English as a Second Language (ESL) services for Michigan Works! Southeast for one additional year, through June 30, 2019. Due to projected significant increases in the number of refugees to be served next year, staff recommends increasing the contract award from the current amount of \$264,241 for the period July 1, 2017 to June 30 2018 to \$725,000 for the two year period ending June 30, 2019. Funding comes from the Partnership, Accountability, Training, Hope (PATH) grant and the Refugee Services grant.

Background

The Department of Health and Human Services (DHHS) refers refugees to Michigan Works! agencies to participate in services similar to the PATH program. Funding is provided to areas projected to have a large number of refugees. These services are very specialized and it is desirable to contract these out to organizations that have the translation and service delivery capabilities. Jewish Family Services is one of a handful of agencies in Michigan that works with state and federal refugee relocation programs. They have been told to expect a significant increase in PATH eligible refugees next year. Additional background is available

Discussion

In Resolution WDB 16-39 the Michigan Works! Southeast Workforce Development Board approved a contract with Jewish Family Services from January 1, 2017 through June 30, 2018. This approval includes the option to extend the contract for one year beginning FY July 1, 2018 through June 30, 2019 based on satisfactory performance. Michigan Works! Southeast administrative staff are requesting that this option be exercised. The recommended amount of \$725,000 for the two year period ending June 30, 2019 is about \$75,000 less than the JFS request, but since we don't have for next year yet, and since there is still some uncertainty about the exact number of refugees they will actually be asked to help, staff is recommending the lower amount at this time.

Approval of the TRP and ESL contract extension with Jewish Family Services is contingent upon approval by the Workforce Development Board. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-68**

RESOLUTION APPROVING A TANF REFUGEE PROGRAM (TRP) AND ENGLISH AS A SECOND LANGUAGE (ESL) CONTRACT WITH JEWISH FAMILY SERVICES FOR FY 18

WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and

WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and

WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and

WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and

WHEREAS, A Request for Proposal (RFP) was released In September 2016 seeking bids to provide TANF Refugee Program (TRP) and English as a Second Language (ESL) services to participants referred by the Department of Health and Human Services to Michigan Works! Southeast; and

WHEREAS, A bid was received from Jewish Family Services (JFS); and

WHEREAS, Based on the strength of their proposal, Jewish Family Services has been selected to provide TRP and ESL services focused in Washtenaw County; and approved by the Michigan Works! Southeast Workforce Development Board in Resolution 16-39; and

WHEREAS, The approved resolution allows for a one-year extension based on satisfactory performance; and

WHEREAS, Michigan Works! Southeast Administrative staff are requesting that the one-year extension option be exercised; and

WHEREAS, The contract extension for JFS will be capped at \$725,000 for the time between July 1, 2017 through June 30, 2019; and

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves a contract extension for the TRP and ESL program contract with Jewish Family Services for the time period July 1, 2017 through June 3, 2019.

BE IT FURTHER RESOLVED that the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary negotiated contracts for monetary and contract language adjustments, pending approval from Civil Counsel.

MEMORANDUM

WDB Resolution 17-69

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: May 2, 2018

Subject: Contract Extension to Robert Tebo and Associates to provide WIOA Specialized Business Services

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a contract extension with Robert Tebo and Associates in the amount not to exceed \$40,000 to provide WIOA Specialized Business Services from July 1, 2018 through June 30, 2019.

Background

To support outreach to employers and expand the reach of Michigan Works! Southeast's Business Services, a Request for Proposal was released requesting bids to provide WIOA Specialized Business Services. The focus of these bids were to be around the following goals:

- Expanding the Services provided to employers through Michigan Works! Southeast
- Increase Business engagement with the Michigan Works! system
- Increase Business engagement with the local school systems, especially secondary and post-secondary schools
- Assist businesses with locating/developing training to increase job retention and decrease turnover

Discussion

In Resolution WDB 16-33 the Michigan Works! Southeast Workforce Development Board approved a contract with Robert Tebo and Associates from January 1, 2017 through June 30, 2018. This approval includes an option to extend a year based on satisfactory performance beginning FY July 1, 2018 through June 30, 2019.

Michigan Works! Southeast administrative staff are requesting that this option be exercised. A summary of the iChallengeU plan is attached.

The contractor delivers a unique program called iChallengeU which pairs teams of high school students with area employers to solve real-world problems. The program builds linkages between businesses and schools, and provides participants with exposure to jobs and careers

Approval of the WIOA Business Services contract extension with Robert Tebo and Associates is contingent upon approval by the Workforce Development Board. The budget request this year includes \$3,500 so the MWSE can sponsor a team to generate videos and live-streaming of the project presentations.

Otherwise, the budget is similar to that approved for the current year. A Resolution is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
RESOLUTION 17-69**

RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACTS WITH ROBERT TEBO AND ASSOCIATES FOR FY 2018

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, A Request for Proposal (RFP) was released in September 2016 seeking bids to provide WIOA Specialized Business Services to Michigan Works! Southeast; and
- WHEREAS, A bid was received from Robert Tebo and Associates; and,
- WHEREAS, Based on the strength of their proposals, Robert Tebo and Associates was selected to deliver the iChallengeU program and approved by the Michigan Works! Southeast Workforce Development Board in Resolution 16-33; and
- WHEREAS, The WDB Resolution 16-33 allows for a one-year extension based on satisfactory performance; and
- WHEREAS, Michigan Works! Administrative staff are requesting that the one-year extension be exercised; and
- WHEREAS, The contract for Robert Tebo and Associates will be capped at \$40,000. The contract will be from July 1, 2018 through June 30, 2019; and

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves WIOA Specialized Business service contract extension with Robert Tebo for the time period July 1, 2018 through June 30, 2019.

BE IT FURTHER RESOLVED that the Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign any necessary negotiated contracts for monetary and contract language adjustments pending approval by Civil Counsel.

MEMORANDUM

WDB Resolution 17-70

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: May 2, 2018

Subject: Fiscal Year 2087 agency budget approval

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve the Fiscal Year 2018 Michigan Works! Agency budget for the time period July 1, 2018 through June 30, 2019.

Discussion

To help with planning employer activities, jobseeker activities and staffing levels, staff have created a budget for Fiscal Year 2018 (July 1, 2018 through June 30, 2019). The budget will include a revenue projection based on grants and other receipts from Federal, State and additional sources. Additionally, a line item budget with projected expenditures will be presented.

Several considerations have been taken into account for this budget including grant planning allocations from the Talent Investment Agency, projected job seeker caseloads and estimated levels of funding for Incumbent Worker and Skilled Trade Training Fund (STTF) programs.

The Fiscal 2018 budget will require adjustments within the line items and to the revenue projections based on executed activities, changes in funding levels and jobseekers/employers served. These changes will be periodically updated to the Consortium Board and Workforce Development Board.

The Fiscal Year 2018 Michigan Works! Agency budget requires approval from the Southeast Michigan Consortium Board and the Michigan Works! Southeast Workforce Development Board. A Resolution is attached for your consideration.

Program Year 2018 Proposed Budget -- Revenue

Grant	Funding	PY 17 Budget	PY 18 Budget	Difference	Percent Change
Adult	Federal	\$1,433,382	\$897,681	\$ (535,701.00)	-37%
Dislocated	Federal	\$1,441,939	\$1,013,676	\$ (428,263.00)	-30%
Youth	Federal	\$1,375,776	\$1,285,608	\$ (90,168.00)	-7%
Administration	Federal	\$320,000	\$333,578	\$ 13,578.00	4%
Statewide Activities-MWSC	Federal	\$358,490	\$203,975	\$ (154,515.00)	-43%
Statewide Apprenticeship Coordinators	Federal	\$31,250	\$0	\$ (31,250.00)	-100%
SP National Emergency Grant	Federal	\$300,000	\$0	\$ (300,000.00)	-100%
America's Promise Grant	Federal	\$150,000	\$150,000	\$ -	0%
Capacity Building	Federal	\$56,716	\$56,716	\$ -	0%
Employment Services	Federal	\$994,629	\$969,568	\$ (25,061.00)	-3%
RESEA	Federal	\$71,885	\$50,000	\$ (21,885.00)	-30%
RESEA - Work-Based Training	State	\$36,877	\$30,000	\$ (6,877.00)	-19%
TAA	Federal	\$464,659	\$415,000	\$ (49,659.00)	-11%
PATH / TANF	Federal	\$4,175,000	\$3,527,855	\$ (647,145.00)	-16%
PATH / GFPG	State	\$386,803	\$462,614	\$ 75,811.00	20%
PATH Food Asst / Support service	Federal	\$10,945	\$5,000	\$ (5,945.00)	-54%
State Admin Match food Asst	Federal	\$159,237	\$150,000	\$ (9,237.00)	-6%
Foster Care	Federal	\$4,500	\$0	\$ (4,500.00)	-100%
Refugee	State	\$47,809	\$20,000	\$ (27,809.00)	-58%
Families Forward	Misc	\$50,000	\$150,000	\$ 100,000.00	200%
JMG	State	\$75,000	\$75,000	\$ -	0%
Skilled Trades Training	State	\$3,009,181	\$2,887,500	\$ (121,681.00)	-4%
Apprenticeship State Accelerator Grant	Federal	\$6,250	\$0	\$ (6,250.00)	-100%
Adult Education(Title II)	State	\$70,000	\$80,000	\$ 10,000.00	14%
Community Corrections	State	\$25,000	\$25,000	\$ -	0%
Infrastructure Funding Agreements	Federal	\$100,000	\$100,000	\$ -	0%
TOTALS		\$15,155,328	\$12,888,771	\$ (2,266,557.00)	-15%

PY 2018 Proposed Budget - Expenses

Expense Line	PY 17 Budget	PY 18 Budget	Difference	Percent Change
Salary and Benefits	\$ 4,229,021.00	\$4,489,075	\$ 260,054.00	6%
E & T Subcontractors	\$ 1,880,527.00	\$1,500,000	\$ (380,527.00)	-20%
SEMCA	\$ 450,000.00	\$450,000	\$ -	0%
Professional Services	\$ 207,700.00	\$180,000	\$ (27,700.00)	-13%
Travel	\$ 106,621.00	\$100,000	\$ (6,621.00)	-6%
Conference/Training (Staff)	\$ 53,291.00	\$50,000	\$ (3,291.00)	-6%
Utilities	\$ 99,606.00	\$105,000	\$ 5,394.00	5%
Office Supplies	\$ 40,000.00	\$40,000	\$ -	0%
Insurance - Liability	\$ 71,228.00	\$65,000	\$ (6,228.00)	-9%
Facility Rental	\$ 660,762.00	\$575,000	\$ (85,762.00)	-13%
Technology	\$ 148,859.00	\$150,000	\$ 1,141.00	1%
Maintenance	\$ 65,840.00	\$30,000	\$ (35,840.00)	-54%
Meeting Costs	\$ 14,008.00	\$12,000	\$ (2,008.00)	-14%
Equipment	\$ 71,800.00	\$50,000	\$ (21,800.00)	-30%
Subscription/Memberships	\$ 119,175.00	\$125,000	\$ 5,825.00	5%
Advertising/Sponsorships	\$ 90,796.00	\$120,000	\$ 29,204.00	32%
Participant Training and Support	\$ 6,846,094.00	\$4,837,696	\$ (2,008,398.00)	-29%
TOTAL	\$ 15,155,328.00	\$12,898,771	\$ (2,256,557.00)	-15%

**Michigan Works! Southeast Workforce Development Board
RESOLUTION 17-70**

A RESOLUTION APPROVING THE FISCAL YEAR 2018 MICHIGAN WORKS! SOUTHEAST AGENCY BUDGET

WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and

WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Talent Investment Agency (TIA), to provide employment training and placement services; and

WHEREAS, To assist with planning out programs and activities, staff have developed a budget for Fiscal Year 2018 (7/1/18 through 6/30/19); and

WHEREAS, This budget includes projected revenues from Federal, State and additional sources; and

WHEREAS Expenditures are estimated based on projected caseload, projected services to employers and necessary staffing levels; and

WHEREAS, Periodic updates will be implemented by staff and communicated to the Consortium Board and Workforce Development Board; and

WHEREAS, Approval of this budget requires approval from the Southeast Michigan Consortium Board and Michigan Works! Southeast Workforce Development Board.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves the Fiscal Year 2018 budget for the Southeast Michigan Works! Agency for the time period July 1, 2018 through June 30, 2019.

BE IT FURTHER RESOLVED that staff are authorized to make adjustments, as needed, to meet programmatic and service requirements.

BE IT FURTHER RESOLVED the Chair of the Michigan Works! Southeast Workforce Development Board or their designee is authorized to sign any necessary documents for this approved budget, including future adjustments, as necessary.

MEMORANDUM

WDB Resolution 17-71 and 17-72

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: May 3, 2018

Subject: Specialized Business Services Contracts for Program Year 2018
Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve contracts with the following organizations for the period July 1, 2018 to June 30 2019, with an option to extend a year based on satisfactory performance.

- Ann Arbor SPARK (as the lead agency for the Greater Ann Arbor Region) in an amount not to exceed \$300,000
- Small Business Development Center – Washtenaw Community College, in an amount not to exceed \$75,792.

Background

To support outreach to employers and expand the reach of Michigan Works! Southeast's Business Services, a Request for Proposal was released requesting bids to provide WIOA Specialized Business Services. The focus of these bids were to be around the following goals:

- Expanding the Services provided to employers through Michigan Works! Southeast
- Increase Business engagement with the Michigan Works! system
- Increase Business engagement with the local school systems, especially secondary and post-secondary schools
- Assist businesses with locating/developing training to increase job retention and decrease turnover

Discussion

A review committee of Workforce Board members reviewed proposals from Livingston Educational Services Agency, the Small Business Development Center at Washtenaw Community College, Ann Arbor SPARK and One Community Consulting, LLC. After much discussion, the review committee recommended awarding contracts to the Small Business Development Center and Ann Arbor Spark. A summary of the review committee recommendations is attached. The committee also believed the proposals from One Community Consulting and Livingston Educational Service Agency had merit but were not recommended due to budget constraints. It was suggested that staff meet with the bidders to determine if other funding options could be pursued. The Executive Committee agreed with the recommendations of the review committee and further recommended that staff negotiate with the two highest ranked bidders so that the combined cost of both proposals not exceed \$325,000.

Approval of these contracts is contingent upon approval by the Workforce Development Council. Resolutions 17-71 and 17-72 are attached for your consideration.

Business Services Proposals and Review Committee Recommendations

Bidder	Total Request for PY 2018 (Including payments to participants)	Review Committee Average Score	Comments and Recommendation
Ann Arbor SPARK	\$ 300,000.00	87	Recommended for funding. Bidder proposes to continue current services. Committee agreed that this partnership is important and needs to continue. However, they suggested that we have stronger metrics tied to our performance goals and strategic plan. Given our budget constraints, the committee is not recommending a specific funding level, but believes the contract award should be lower than current levels.
Small Business Development Center - Washtenaw Community College	\$ 75,792.00	82	Recommended for funding. Bidder proposes to continue current services. There was support for this project, but similar to the SPARK contract, the committee believes stronger metrics need to be in place. The committee has no specific recommendation on funding levels but believes it should be lower than proposed due to budget constraints.
LESA	\$ 75,000.00	77	Not recommended at this time. Bidder proposes to develop a model job shadowing program which can be piloted in Livingston County and eventually implemented throughout the region. While this is a needed service, committee members questioned whether our funding is the most appropriate source for this project, and also thought it could be performed at a much lower cost. It is recommended that we partner with LESA to secure other funding for this, perhaps through RPI or the Marshall Plan.
One-Community Consulting, LLC	\$ 175,528.00	70	Not recommended at this time. Bidder proposes extensive outreach and services to agriculture sector employers. Bidder's extensive experience and sound program design is evident but given budget constraints the committee questioned our return on investment due to high cost. It was recommended that we reach out to the bidder to see if we can partner to identify other funding sources, such as foundations or other government grants for this project.
	\$ 662,510.00		

MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD

RESOLUTION 17-71

RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACT WITH SMALL BUSINESS DEVELOPMENT CENTER – WASHTENAW COMMUNITY COLLEGE FOR PROGRAM YEAR 2018

WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and

WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and

WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the “Local Elected Official” Board for Workforce Development activities; and

WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and

WHEREAS, A Request for Proposals (RFP) was released seeking bids to provide WIOA Specialized Business Services to Michigan Works! Southeast; and

WHEREAS, The Small Business Development Center – Washtenaw Community College submitted a proposal in response to the RFP and this proposal was reviewed by a review committee of Workforce Development Board members, and

WHEREAS, Based on the strength of their proposal, the review committee recommends approval of SBDC – WCC proposal, and

WHEREAS, The Executive Committee concurs with this recommendation pending negotiations between the bidder and staff over budget, performance metrics and other issues, and

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves a WIOA Specialized Business services contract with the Small Business Development Center-- Washtenaw Community College in an amount not to exceed \$75,792 for the period July 1, 2018 through June 30, 2019, with the option to extend another year based on satisfactory performance.

BE IT FURTHER RESOLVED that staff is authorized to negotiate the terms of the contract and that the Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign the negotiated contracts, pending contract format review by Civil Counsel.

MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD

RESOLUTION 17-72

RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICE CONTRACT WITH ANN ARBOR SPARK FOR FY 2018

WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and

WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and

WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the “Local Elected Official” Board for Workforce Development activities; and

WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and

WHEREAS, A Request for Proposals (RFP) was released seeking bids to provide WIOA Specialized Business Services to Michigan Works! Southeast; and

WHEREAS, Ann Arbor SPARK submitted a proposal in response to the RFP and this proposal was reviewed by a review committee of Workforce Development Board members, and

WHEREAS, Based on the strength of their proposal, the review committee recommends approval of the Ann Arbor SPARK proposal, and

WHEREAS, The Executive Committee concurs with this recommendation pending negotiations between the bidder and staff over budget, performance metrics and other issues, and

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves a WIOA Specialized Business services contract with Ann Arbor SPARK in an amount not to exceed \$300,000 for the period July 1, 2018 through June 30, 2019, with the option to extend another year based on satisfactory performance.

BE IT FURTHER RESOLVED that staff is authorized to negotiate the terms of the contract and that the Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign the negotiated contracts, pending contract format review by Civil Counsel.

MEMORANDUM

WDB Resolutions 17-73 to 17-76

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: May 2, 2018

Subject: Specialized Youth Services Contracts for Program Year 2018

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve a contracts with the following organizations for specialized youth services for the period July 1, 2018 to June 30, 2019, with an option to extend a year based on satisfactory performance.

Hartland Consolidated Schools (Livingston County) – Not to exceed \$30,606

Key Opportunities (Hillsdale County) – Not to exceed \$92,730

Work Skills Corporation (Washtenaw County) – Not to exceed \$109,760

Livingston Educational Service Agency – Not to exceed \$70,000

Background

To support further reach of Michigan Works! Southeast's Youth Services, a Request for Proposal was released in March requesting bids to provide WIOA Specialized Youth Services. The focus of these bids were to be around the following goals:

- Provide WIOA approved Youth Services in an in-school setting, including alternative school settings
- Provide WIOA approved Youth Services in locations where eligible youth are gathered (with a youth-serving organization)

Discussion

A review committee consisting of Workforce Board members and members of the Career Education Advisory Council (CEAC) reviewed proposals from Hartland Consolidated Schools, Key Opportunities, Work Skills Corporation, and Livingston Educational Services Agency (LESA). After much discussion, the review committee recommending awarding contracts to all four bidders. A summary of the review committee recommendations is attached. It should be noted that the main focus of our youth programming remains older youth who have either not completed high school, or who have completed high school but are not employed or enrolled in post-secondary training. Services for these youth are provided in our five service centers by our staff. These contracted programs are meant to supplement the efforts of our staff by providing services to high-risk youth who do not typically come to our centers.

Approval of the WIOA Youth Services contracts is contingent upon approval by the Workforce Development Board. Resolutions 17-73, 17-74, 17-75 and 17-76A are attached for your consideration.

Summary of Youth Program Proposals and Review Committee Recommendations

Bidder	Total Request for PY 2018 (Including payments to participants)	Proposed # to be served PY 18	Committee Consensus Score	Comments and Recommendations
Hartland	\$ 30,606.00	32	88	Recommend approval. Contractor wishes to complete services for existing participants, but does not wish to enroll new participants at this time due to declining enrollments in their alternative education program. This is the most cost effective way to ensure positive outcomes for these participants. The contractor has consistently met performance goals.
Key Opportunities	\$ 92,730.00	28	74	Recommend approval. New contractor as of 1/1/17. Program provides critical services to high risk students in area schools, most of which have disabilities. The contractor did get off to a slow start on their program but staff reports they are making progress now and are meeting contract requirements. There needs to be a stronger work component, and there are minor questions on budget and program design which can be addressed in negotiations. No outcomes have been reported but that should change once the current school year ends.
Work Skills	\$ 109,760.00	30	64	Recommend approval. New contractor as of 1/1/17. Program services high risk youth in Ypsilanti area attending a charter school. The contractor did get off to a slow start, but recent monitoring shows that they are now implementing all contract components. Description of some program elements is weak and will need to be clarified in negotiations. Will also need to negotiate performance standards and some budget items.
Livingston Educational Services Agency	\$ 70,000.00	25	96	Recommend approval. Bidder delivers alternative education and adult education services to at-risk youth. Strong proposal which address all required program elements and adds career and work component to their current program design.
Totals	\$ 303,096.00	115		

MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD**RESOLUTION 17-73****RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICE CONTRACTS WITH HARTLAND CONSOLIDATED SCHOOLS FOR PROGRAM YEAR 2018**

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, A Request for Proposals (RFP) was released seeking bids to provide WIOA Specialized Youth Services to Michigan Works! Southeast; and
- WHEREAS, Hartland Consolidated Schools submitted a proposal in response to the RFP and this proposal was reviewed by a review committee consisting of Workforce Board members and members of the Career Education Advisory Council, and
- WHEREAS, Based on the strength of their proposal, the review committee recommends approval of Hartland Consolidated Schools proposal, and
- WHEREAS, The Executive Committee concurs with this recommendation pending negotiations between the bidder and staff over budget and other issues.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves WIOA Specialized Youth services contract with Hartland Consolidated Schools in an amount not to exceed \$30,606 for period July 1, 2018 through June 30, 2019, with an option to extend another year based on satisfactory performance; and

BE IT FURTHER RESOLVED that staff is authorized to negotiate terms of the contract and that Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign the negotiated contracts, pending contract format review by Civil Counsel.

MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD

RESOLUTION 17-74

RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICE CONTRACT WITH KEY OPPORTUNITIES FOR PROGRAM YEAR 2018

WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and

WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and

WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and

WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and

WHEREAS, A Request for Proposals (RFP) was released seeking bids to provide WIOA Specialized Youth Services to Michigan Works! Southeast; and

WHEREAS, Key Opportunities, Inc. submitted a proposal in response to the RFP and this proposal was reviewed by a review committee consisting of Workforce Board members and members of the Career Education Advisory Council, and

WHEREAS, Based on the strength of their proposal, the review committee recommends approval of Key Opportunities Inc. proposal, and

WHEREAS, The Executive Committee concurs with this recommendation pending negotiations between the bidders and staff over budget and other issues.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves WIOA Specialized Youth services contract with Key Opportunities, Inc. in an amount not to exceed \$92,730 for period July 1, 2018 through June 30, 2019, with an option to extend another year based on satisfactory performance; and

BE IT FURTHER RESOLVED that staff is authorized to negotiate terms of the contract and that Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign the negotiated contracts, pending contract format review by Civil Counsel.

MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD

RESOLUTION 17-75

RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICE CONTRACTS WITH WORK SKILLS CORPORATION FOR FY 2018

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, A Request for Proposals (RFP) was released seeking bids to provide WIOA Specialized Youth Services to Michigan Works! Southeast; and
- WHEREAS, Work Skills, Inc. submitted a proposal in response to the RFP and this proposal was reviewed by a review committee consisting of Workforce Board members and members of the Career Education Advisory Council, and
- WHEREAS, Based on the strength of their proposal, the review committee recommends approval of Work Skills Inc. proposal, and
- WHEREAS, The Executive Committee concurs with this recommendation pending negotiations between the bidders and staff over budget and other issues.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves WIOA Specialized Youth services contract with Work Skills, Inc. in an amount not to exceed \$109,760 for period July 1, 2018 through June 30, 2019, with an option to extend another year based on satisfactory performance; and

BE IT FURTHER RESOLVED that staff is authorized to negotiate terms of the contract and that Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign the negotiated contracts, pending contract format review by Civil Counsel.

MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD**RESOLUTION 17-76****RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICE CONTRACTS WITH LIVINGSTON EDUCATIONAL SERVICE AGENCY**

- WHEREAS, The Southeast Michigan Consortium has been designated as a Michigan Works! area through a P.A. 7 agreement approved by Washtenaw, Livingston, Jackson, Lenawee and Hillsdale counties and the State of Michigan; and
- WHEREAS, The Southeast Michigan Consortium is funded by the United States Department of Labor (USDOL) and the Workforce Development Agency (WDA), to provide employment training and placement services; and
- WHEREAS, The Southeast Michigan Consortium Board has two elected officials from each of the five counties in the Consortium and serves as the "Local Elected Official" Board for Workforce Development activities; and
- WHEREAS, The Michigan Works! Southeast Workforce Development Board has been appointed to oversee the operations, grants and coordination of Workforce Development activities in the counties covered by the Consortium; and
- WHEREAS, A Request for Proposals (RFP) was released seeking bids to provide WIOA Specialized Youth Services to Michigan Works! Southeast; and
- WHEREAS, Livingston Educational Service Agency submitted a proposal in response to the RFP and this proposal was reviewed by a review committee consisting of Workforce Board members and members of the Career Education Advisory Council, and
- WHEREAS, Based on the strength of their proposal, the review committee recommends approval of Livingston Educational Service Agency proposal, and
- WHEREAS, The Executive Committee concurs with this recommendation pending negotiations between the bidders and staff over budget and other issues.

IT IS THEREFORE RESOLVED the Michigan Works! Southeast Workforce Development Board hereby approves WIOA Specialized Youth services contract with Work Skills, Inc. in an amount not to exceed \$70,000 for period July 1, 2018 through June 30, 2019, with an option to extend another year based on satisfactory performance; and

BE IT FURTHER RESOLVED that staff is authorized to negotiate terms of the contract and that Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign the negotiated contracts, pending contract format review by Civil Counsel.

MEMORANDUM

WDB Resolution 17-77

To: Michigan Works! Southeast Workforce Development Board

From: William S. Sleight, Director, Michigan Works! Southeast

Date: March 14, 2018

Subject: Additional Appointment of Member to the Career Educational Advisory Council

Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board (WDB) appoint Karol Friedman, Director of Partnerships and Talent at Automation Alley as a member of the Career Educational Advisory Council (CEAC).

Background

Last December the Talent Investment Agency released Policy Issuance 17-24 which creates a Career Educational Advisory Council (CEAC) in each of the 16 Michigan Works! regions. These councils replace the ten Talent District Career Councils which had a similar role for each of the Regional Prosperity districts in the state. The Councils are intended to bring education and business together by establishing a formal entity and mechanism to build and maintain a collaborative partnership with local school districts, employers, postsecondary institutions, advocates, and training centers to identify significant talent needs in a community and collectively develop and implement training strategies to effectively meet employers' talent needs. These advisory councils are required by state law. The federal Workforce Innovation and Opportunity Act also recommends that each workforce board have a youth council to provide input on services designed to prepare youth for careers.

Discussion

At the March 14, 2018 the Michigan Works! Southeast Workforce Development Board approved WDB Resolution 17-57 appointing members to the CEAC. Subsequent to the meeting, we received correspondence from Karol Friedman at Automation Alley indicating her interest in being appointed to the CEAC. Ms. Friedman has extensive experience with career preparation services and sector initiatives and will be sitting on a number of other CEACs in southeast Michigan. Further, her affiliation with Automation Alley provides the CEAC with additional input from the advanced manufacturing and information technology sectors. Michigan Works! Southeast is a member of Automation Alley. Appointments to the CEAC must be made by the Workforce Development Board. Resolution 17-77 is attached for your consideration.

**MICHIGAN WORKS! SOUTHEAST MICHIGAN WORKFORCE DEVELOPMENT BOARD
CAREER AND EDUCATIONAL ADVISORY COUNCIL (CEAC)
RESOLUTION 17-77**

**RESOLUTION TO APPROVE AN ADDITIONAL MEMBER TO THE CAREER AND EDUCATIONAL
ADVISORY COUNCIL MEMBERSHIP FOR MICHIGAN WORKS! SOUTHEAST REPRESENTING IN-
DEMAND INDUSTRY**

WHEREAS, The Michigan Talent Investment Agency (TIA) has determined that Education Advisory Groups (EAGs) will serve regions and will be known as Career and Educational Advisory Council (CEAC); and

WHEREAS, The Career and Education Advisory Council includes the counties of Hillsdale, Jackson, Lenawee, Livingston and Washtenaw; and

WHEREAS, EAGs are mandated by State law to serve in an advisory capacity to Workforce Development Boards on youth and education related issues; and

WHEREAS, The CEAC will develop programs and advise the Michigan Works! Southeast Workforce Development Board on educational/youth issues; and

WHEREAS, TIA policy requires that CEAC members be appointed by the Michigan Works! Southeast Workforce Development Board;

THEREFORE BE IT RESOLVED that the Michigan Works! Southeast Workforce Development Board hereby appoints the nominee listed on the chart below to the Career and Educational Advisory Council (CEAC) for the term indicated therein.

Required Sector	Nominee	Organization	Term
In-Demand Industry	Karol Friedman, Director, Partnerships and Talent	Automation Alley	Ending June 30, 2020

10. Committee Reports

- a. Employer Services - Rick Currie, Chair
- b. Job Seeker Services – Leann Wilt, Chair
- c. Career and Educational Advisory Council (CEAC) – Kevin Oxley
- d. Compliance, Finance and Operations (CFO) – Lynn Matzen, Chair

Looking to connect Healthcare and Hospitality talent pipeline

See attached – Business Services Team Initiatives & Collaborative

Task: Work with the Marketing Manager to develop and implement a Marketing Plan

Action: Working with Nicole Bell and Annodyne; reached out to 1500 employers from MITalent received 100 responses

Hiring Blitz scheduled for week of 5/14/2018 – 5/18/2018 throughout the 5 counties

Will bring Nikki in for a meeting prior to next meeting

3. Develop and maintain formal and informal partnerships and collaboration with Economic Development partners

Task: Increase participation of employers

Action: Reached out to 100 employers at MI Career Quest; 1 employer attended

Apprenticeship Program standardization for Healthcare and IT

See attached Business Services Team Initiatives & Collaborative

Task: Evaluate what type of data or reports could be useful and distributed

Action: Next month or so developing training / labor market templates with Vickie Enriquez that should drive the meetings and be useful in promotion to the community

4. Establish a sub-committee to work with apprenticeship standards development

Task: Present a proposed list of sub-committee members to Executive Committee

Action: Jim is working on a living document of initiatives and names to report out

5. Other?

Task: Sub-group on board to pre-review IWT's

Action: Sub-group will consist of Rick Currie, Don Germann and a third rotating member of the existing board members that will be tracked by Marsha on a quarterly basis

The first rotation will begin in April - Deb Polich will take the first rotation

NEXT MEETING:

The next meetings are scheduled for Monday, 5/7/2018 via phone and

Monday 6/4/2018 in person at Washtenaw Service Center, 304 Harriet St. Ypsilanti, MI 48197 734-714-9814

Business Services Team Initiatives & Collaborative

Employer Resource Network Models

- Employer Resource Network – Livingston
- JobSTAR Business Resource Network – Jackson

Manufacturing Day – Region wide in partnership with Greater Ann Arbor Region ED's/ ISD's/JAMA

Apprenticeship Week – Legislators / Labor / Talent Investment Agency

Jobs for Michigan Graduates – all 5 counties – Educators / Employers

Talent Pipeline Management – Jackson and Ypsilanti – Chamber /CVB / Employers / Educators /MW Association / Talent Investment Agency / Consumers Energy

Skilled Trades Training Fund – Training Institutions/ GAAR / Employers/ TIA

Veteran Hiring Events

- Hire MI Vet – Livingston – Chamber/MWSE Staff / Employers / Education
- Operation Serve – Lenawee – Siena Heights / MWSE Staff

Invest Vets – Job Club for Vets that Employers attend weekly.

Families Forward Grant – MWSE / Educators / Employers

Americas Promise Grant – MWSE / Educators / Employers

MI Bright Future – MWSE Staff / Employers / WIN /

Summer 18 – County/City/MWSE/Educators/JAMA/Employers

Apprentices Standards – WCC /JAMA / Operating Engineers /IBEW / Employers

CEAC Minutes from April 17, 2018

CEAC Members in Attendance: J. Bidlack, C. Bushinski, T. Jackson, K. Oxley, T. Rogers, J. Townsley
Phone participation: M. Shane, M. Radcliffe, B. Rayl,

Guests: E. Koledo, M. James,

Phone Participation: L. Murembya

MWSE Staff: W. Sleight, P. Gosla

Meeting called to order by Chair, Kevin Oxley at 1:34 p.m.

Introductions of all members

Introduction of Ed Koledo, Senior Deputy Director of Talent and Economic Development

Discussion of the Marshall Plan inclusive of the intent

Presentation of the CEAC By-Laws by Kevin Oxley, moved to accept by Jack Townsley, second by Tim Jackson. No abstentions Passed unanimously.

Discussion of proposed RACI Activities

Assure that Apprenticeship Programs are addressing skill sets required of new job acquisition

Review and catalog activities within the region addressing Regional Career Pathways

Review Adult Education Regional Operations

Encourage and promote awareness of legislative issues impacting training and workforce development issues for the region

MWSE staff liaison instructed to disseminate a poll to determine future meeting dates

Meeting adjourned 3:28 p.m.

Respectfully submitted: P. Gosla

Compliance, Finance and Operations (CFO) Committee Meeting Minutes

April 30, 2018

2 PM Jackson Service Center- Francis Room

Attendance

Board members

Lynn Matzen, Matrix LLC, Owner, Committee Chair
 James Van Doren, Lenawee Now, Executive Director
 Phil Sponsler, Orbitform, President
 Marcus James, Stable Inc., Owner, WDB Board Chair,

Staff

Bill Sleight
 Cordelia Gonzalez, Staff Lead

Director, MWSE
 Fiscal Manager, MWSE

The meeting was called to order at 2 p.m. by Phil Sponsler

Reports- Discussed the Income Statement. Compared revenues and expenses from March 31, 2017 to March 31, 2018. Slightly higher. Budget expended at only 61% mainly due to Skilled Trades training not completed and invoiced. Most should be completed this quarter.

Provider Report: Discussed Jewish Family Services. They are currently over their contract budget and just submitted a budget modification, which need to be approve by the board. They anticipate increase in services needed for current year and next year, so modification will reflect that amount. Funding will come from PATH funds if approved.

STTF (Skilled Trades) Report: Only 20% of training has been invoiced due to most training just started in March 2018.

Proposed Budget for FY18- Discussed why the budget decreased overall by 2.2 million. Bill indicated that initial WIOA funding allocations are lower than last year. Historically, additional funds and other grants are added throughout the fiscal year which will increase the overall funding available.

Discussed the Audit findings and final determination from the State. Also discussed the Cycle 1 monitoring findings which had no significant monetary issues.

It was suggested that we move our meeting time a little earlier. The CFO meeting time will now be at 12:30-1:30 on the last Monday of each month. There will not be a meeting in May, due to the holiday.

Meeting was adjourned at 3:00 pm.

**Southeast Michigan Consortium
Consolidated Income Statement For Period Ending March 31, 2018**

75% of year
completed

Revenues	March 2017 Actual YTD (7/1/16 to 3/31/17)	December 17 YTD Actual (7/1/17 to 12/31/17)	March 2018 Actual YTD (7/1/17 to 3/31/18)	Jan to March Actual QTD (1/1/18 to 3/31/18)	March 2018 MTD (3/1/18 to 3/31/18)	Annual Budget Revised March 2018	% of Budget Expended	Comments
Federal Grant	\$ 6,402,766	\$ 5,355,941	\$ 7,658,333	\$ 2,302,392	\$ 794,931	\$ 11,195,421	68.41%	
State Grant	\$ 1,724,289	\$ 978,018	\$ 1,536,746	\$ 558,728	\$ 449,697	\$ 3,909,907	39.30%	Most STTF training should be completed this quarter
Local Grant	\$ 16,266	\$ 477	\$ 477	\$ 0	-	-		Washtenaw Co Sheriff grant
Professional Services	\$ 105,358	\$ 0	-	-	-	-		
Miscellaneous Revenue	\$ 41,718	\$ 54,828	\$ 41,147	-\$ 13,681	-\$ 15,012	\$ 50,000	82.29%	Received from Lenawee Transportation Grant
Total Revenues	8,290,397	6,389,264	9,236,704	2,847,440	1,229,616	15,155,328	60.95%	
Expenses								
Salaries	\$ 1,931,995	\$ 1,604,172	\$ 2,531,363	\$ 927,191	\$ 272,664	\$ 3,070,274	82.45%	
Fringe Benefits	\$ 613,042	\$ 512,847	\$ 758,909	\$ 246,062	\$ 70,561	\$ 1,158,745	65.49%	
Contractor Expenses	\$ 1,967,163	\$ 839,427	\$ 1,337,022	\$ 497,595	\$ 303,755	\$ 1,880,527	71.10%	Should be close to budget levels once all planned services are completed
SEMCA Professional Services	-	\$ 215,460	\$ 292,131	\$ 76,671	\$ 43,799	\$ 450,000	64.92%	
Professional Fees	\$ 266,770	\$ 91,524	\$ 122,342	\$ 30,818	\$ 12,463	\$ 207,700	58.90%	
Total Professional Services	\$ 266,770	\$ 306,984	\$ 414,473	\$ 107,489	\$ 56,262	\$ 657,700	63.02%	
Travel	\$ 55,442	\$ 56,021	\$ 80,315	\$ 24,294	\$ 9,594	\$ 106,621	75.33%	
Conferences	\$ 28,505	\$ 34,891	\$ 53,880	\$ 18,989	\$ 15,079	\$ 53,291	101.11%	No more conferences scheduled this year
Utilities	\$ 81,926	\$ 49,606	\$ 85,497	\$ 35,891	\$ 11,481	\$ 99,606	85.84%	
Office Supplies	\$ 25,799	\$ 19,433	\$ 29,171	\$ 9,738	\$ 2,758	\$ 40,000	72.93%	
Insurance	\$ 36,599	\$ 35,228	\$ 56,403	\$ 21,175	\$ 8,679	\$ 71,228	79.19%	
Rent/Building Costs	\$ 481,145	\$ 330,762	\$ 472,245	\$ 141,483	\$ 47,283	\$ 660,762	71.47%	
Technology	\$ 111,796	\$ 73,859	\$ 97,162	\$ 23,303	\$ 11,263	\$ 148,859	65.27%	
Repairs/Maintenance	\$ 29,763	\$ 15,840	\$ 21,566	\$ 5,726	-\$ 6,942	\$ 65,840	32.76%	Credit due to insurance payments which covered some repairs
Meetings	\$ 11,059	\$ 6,008	\$ 7,938	\$ 1,931	\$ 186	\$ 14,008	56.67%	
Equipment	\$ 247,163	\$ 21,800	\$ 25,785	\$ 3,985	\$ 2,366	\$ 71,800	35.91%	Equipment purchases planned for fourth quarter
Dues/Subscription	\$ 57,568	\$ 99,175	\$ 115,316	\$ 16,141	\$ 6,240	\$ 119,175	96.76%	Most dues paid for the year
Outreach/Advertising	\$ 78,312	\$ 74,472	\$ 91,260	\$ 16,788	\$ 8,511	\$ 90,796	100.51%	Most advertising now completed
Participant Training & Support	\$ 2,185,686	\$ 2,308,737	\$ 3,058,399	\$ 749,662	\$ 411,932	\$ 6,846,094	44.67%	When STTF training is billed this will be closer to budget
Total Expenses	\$ 8,209,735	\$ 6,389,264	\$ 9,236,704	\$ 2,847,440	\$ 1,232,070	\$ 15,155,326	0.00%	

11. Discussion Items

- a. Executive Committee Report - WDB Chair
 - Michigan Works! Southeast Workforce Development Board Executive Committee Minutes for April 4, 2018
 - Michigan Works! Southeast Workforce Development Board Executive Committee Minutes for May 2, 2018

Workforce Development Board
 Executive Committee Meeting
 April 4, 2018, 2:00pm – 4:00pm
 Chelsea Comfort Inn, Village Conference Center
 1645 Commerce Park Drive, Chelsea, MI 48118

Present: Richard Currie, Vice Chair via conference call
 Sean Duval via conference call
 Marcus James, Chair
 Scott Menzel
 Sharon Miller
 Grace Trudell via conference call
 Leann Wilt

Absent: Donald Germann
 Lynn Matzen

Staff: Bill Sleight
 Shamar Herron
 Nicole Bell
 Jim Coutu
 Maggie Flaherty
 Josh Rose

1. Call to order
 Marcus James, Chair called the meeting to order at 2:00 p.m.
2. Roll Call
 Quorum Present.
3. Approval of Agenda
 No Objections. Agenda Approved.
4. Consent Agenda
 Marcus James request for any of the Consent Agenda items be placed to the Action Items. Discussion.
 Marcus James call for a motion to approve the Consent Agenda.
 MOTION: Scott Menzel moved to approve the Consent Agenda.
 SUPPORT: Leann Wilt
 Discussion.
 MOTION APPROVED

- a. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-60
 A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR AIRman PRODUCTS, LLC IN THE AMOUNT OF \$7,485

b. WDB RESOLUTION 17-61
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR JAC PRODUCTS IN THE AMOUNT OF \$1,725

c. WDB RESOLUTION 17-62
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR GERDAU MACSTEEL IN THE AMOUNT OF \$9,000

d. WDB RESOLUTION 17-63
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR RIVES MANUFACTURING IN THE AMOUNT OF \$2,925

e. WDB RESOLUTION 17-64
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR AMERICA'S PREFERRED HOME WARRANTY IN THE AMOUNT OF \$10,000

5. Committee Reports

- a. Employer Services – Rick Currie, Chair, reviewed the April 2, 2018 notes.
Discussion
- b. Job Seeker Services - Leann Wilt, Chair, reviewed the March 21, 2018 notes.
Discussion.
- c. Career and Educational Advisory Council (CEAC) - Scott Menzel provided updates regarding the CEAC. Discussion.
- d. Compliance, Finance and Operations (CFO) - Lynn Matzen, Chair
Bill Sleight committee did not meet during March.

6. Chair Report

- a. Business Leaders of Michigan and Governors Talent Investment Board (GTIB).
Marcus James reviewed a draft GTIB RACI for the purpose to gather input prior to April 10, 2018 GTIB Executive Board Meeting. Discussion.

7. Director Report

- a. Update on Workforce Innovation and Opportunity Act (WIOA) Regional and Annual Plans.
Bill Sleight provided timelines for Regional and Annual Plans. Discussion.
- b. Conferences - Governor's Talent Investment Board/ National Association of Workforce Boards (NAWB).
Bill Sleight and Shamar Herron provided reports on sessions they attended at the 2018 NAWB conference. Shamar was part of a panel presentation during the conference. Discussion.
- c. Budget outlook for next year.
Bill Sleight provided update on budget projections for next year.
Discussion.

8. Public Comment

Marcus James offered public comment. No public comment.

9. Adjournment

Meeting adjourned at 3:45 p.m.

Workforce Development Board
 Executive Committee Meeting
 May 2, 2018, 2018, 2:00pm – 4:00pm
 Chelsea Comfort Inn, Village Conference Center
 1645 Commerce Park Drive, Chelsea, MI 48118

Present:	Richard Currie, Vice Chair	via conference call
	Sean Duval	via conference call
	Donald Germann	via conference call
	Marcus James, Chair	
	Lynn Matzen	
	Scott Menzel	
	Grace Trudell	via conference call
	Leann Wilt	via conference call

Absent: Sharon Miller

Staff Present: Bill Sleight
 Shamar Herron
 Dan Childs
 Dan English
 Maggie Flaherty
 Josh Rose

1. Call to order

Marcus James, Chair called the meeting to order at 2:02 p.m.

2 Roll Call

Quorum Present

3. Approval of Agenda

Approval of Agenda.

Marcus James call for a motion to approve the Agenda.

MOTION: Lynn Matzen moved to approve the Agenda.

SUPPORT: Scott Menzel

MOTION CARRIED

4. Approval of April 4, 2018 Executive Committee Meeting Minutes.

Marcus James call for a motion to approve the minutes.

MOTION: Scott Menzel moved to approve the April 4, 2018 Executive Committee Minutes.

SUPPORT: Lynn Matzen

MOTION CARRIED

5. Consent Agenda

Marcus James call for a motion for approve the Consent Agenda.

MOTION: Lynn Matzen moved to approve the Consent Agenda.

SUPPORT: Richard Currie

Discussion.

MOTION CARRIED

a. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-65
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR MARTINREA INDUSTRIES-BCA IN THE AMOUNT OF \$11,200

b. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-66
A RESOLUTION APPROVING FY 2017 WIOA INCUMBENT WORKER TRAINING FUNDS FOR GENERAL AUTOMATIC MACHINE PRODUCTS COMPANY IN THE AMOUNT OF \$8,000

c. WORKFORCE DEVELOPMENT BOARD (WDB) RESOLUTION 17-67
A RESOLUTION APPROVING THE CALENDAR YEAR 2017 AND CY 2018 MICHIGAN WORKS! SYSTEM PLAN FOR THE TIME PERIOD 1/1/2017 THROUGH 12/31/2017 AND 1/1/2018 THROUGH 12/31/2018

6. RESOLUTIONS FOR CONSIDERATON BY THE WORKFORCE DEVELOPMENT BOARD

a. WDB RESOLUTION 17-68
A RESOLUTION APPROVING THE TANF REFUGEE PROGRAM/ENGLISH AS A SECOND LANGUAGE CONTRACT EXTENSION JULY 1, 2018 THROUGH JUNE 30, 2019 FOR JEWISH FAMILY SERVICES

Marcus James call for a motion to approve WDB Resolution 17-68

MOTION; Sean Duval moved to approve WDB Resolution 17-68 the TANF Refugee Program/English as a second language contract extension July 1, 2018 through June 30, 2019 for Jewish Family Services.

SUPPORT: Leann Wilt

Bill Sleight reviewed the resolution. Discussion.

ABSTAIN: Sean Duval

MOTION CARRIED

b. WDB RESOLUTION 17-69
A RESOLUTION APPROVING THE SPECIALIZED WIOA BUSINESS SERVICES CONTRACT EXTENSION JULY 1, 2018 THROUGH JUNE 30, 2019 FOR ROBERT TEBO AND ASSOCIATES

Marcus James call for a motion to approve WDB Resolution 16-69

MOTION: Scott Menzel moved to approve WDB Resolution 16-69 the WIOA Business Services contract extension July 1, 2018 through June 30, 2019 for Robert Tebo and Associates.

SUPPORT; Lynn Matzen

Bill Sleight reviewed the resolution. Discussion.

MOTION CARRIED

c. WDB RESOLUTION 17-70

A RESOLUTION APPROVING THE FISCAL YEAR 2018 MICHIGAN WORKS! SOUTHEAST AGENCY BUDGET

Marcus James call for a motion to approve WDB Resolution 17-70

MOTION: Scott Menzel moved to approve WDB Resolution 17-70 the Fiscal Year 2018 Michigan Works! Southeast Agency Budget

SUPPORT: Leann Wilt

Bill Sleight reviewed the resolution. Discussion

MOTION CARRIED

d. WDB RESOLUTION 17-71

A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICES CONTRACT WITH THE SMALL BUSINESS DEVELOPMENT CENTER (SBDC) FOR FY 2018

Marcus James call for a motion to approve WDB Resolution 17-70

MOTION: Richard Currie moved to approve WDB Resolution 17-70 the WIOA Specialized Business Services contract with the Small Business Development Center (SBDC)

SUPPORT: Lynn Matzen

Bill Sleight reviewed the resolution. Discussion.

ABSTAIN: Donald Germann

MOTION CARRIED

e. WDB RESOLUTION 17-72

A RESOLUTION APPROVING WIOA SPECIALIZED BUSINESS SERVICES CONTRACT WITH ANN ARBOR SPARK FOR FY 2018

Marcus James call for a motion to approve WDB Resolution 17-70

MOTION: Scott Menzel moved to approve WDB Resolution 17-70 the WIOA Specialized Business Services Contract with Ann Arbor SPARK for FY 2018 with the understanding that the combined amount of the contracts for SBDC and for Ann Arbor SPARK do not exceed \$325,000.00

SUPPORT: Lynn Matzen

Bill Sleight reviewed the resolution. Discussion.

ABSTAIN: Sean Duval, Donald Germann

MOTION CARRIED

f. WDB RESOLUTION 17-73

A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES CONTRACT WITH HARTLAND SCHOOLS FOR FY 2018

Marcus James call for a motion to approve WDB Resolution 17-73

MOTION: Scott Menzel moved to approve WDB Resolution 17-73 the WIOA Specialized Youth Services Contract with Hartland Schools for FY 2018

SUPPORT: Lynn Matzen

Bill Sleight reviewed the resolution. Discussion.

ABSTAIN: Grace Trudell

MOTION CARRIED

- g. WDB RESOLUTION 17-74
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES
CONTRACT WITH KEY OPPORTUNITIES FOR FY 2018

Marcus James call for a motion to approve WDB Resolution 17-74

MOTION: Richard Currie moved to approve WDB Resolution 17-74 the WIOA Specialized Youth Services Contract with Key Opportunities for FY 2018

SUPPORT: Lynn Matzen

Bill Sleight reviewed the resolution. Discussion.

MOTION CARRIED

- h. WDB RESOLUTION 17-75
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES
CONTRACT WITH WORK SKILLS CORPORATION FOR FY 2018

Marcus James call for a motion to approve WDB Resolution 17-75

MOTION: Leann Wilt moved to approve the WIOA Specialized Youth Services Contract with Work Skills Corporation for FY 2018

SUPPORT: Grace Trudell

Bill Sleight reviewed the resolution. Discussion.

MOTION CARRIED

- i. WDB RESOLUTION 17-76
A RESOLUTION APPROVING WIOA SPECIALIZED YOUTH SERVICES
CONTRACT WITH LIVINGSTON EDUCATIONAL SERVICE AGENCY FOR FY 2018

Marcus James call for a motion to approve WDB Resolution 17-76.

MOTION: Scott Menzel moved to approve the WIOA Specialized Youth Services Contract with Livingston Educational Service Agency for FY 2018

SUPPORT: Grace Trudell

MOTION CARRIED

7. Committee Reports

- a. Employer Services - Rick Currie, Chair

Rick Currie provided updates. Discussion.

- b. Job Seeker Services – Leann Wilt, Chair

Leann Wilt provided updates. Discussion.

- c. Career and Educational Advisory Council (CEAC)

Bill Sleight provided updates. Discussion.

- d. Compliance, Finance and Operations (CFO) – Lynn Matzen, Chair

Lynn Matzen provided updates. Discussion.

8. Chair Report
 - a. K-14 Survey for Workforce Development Boards
Marcus James reviewed the survey. Discussion.

 9. Director Report
 - a. Regional and Annual Plan Updates
Due to the state on June 30, 2018
 - b. Driver Responsibility Fees
Michigan Works! Agency providing services.
 - c. AY 17 Planning Allocations
Discussed during FY 18 budget resolution action.
 - d. Medicaid Work Requirements
Discussed new Medicaid Work requirements
 - e. FY 19 Federal Budget Outlook
Discussed FY 19 Federal Budget Outlook
 - f. Infrastructure Funding Agreements (IFA)
Discussed IFA requirements with Partners
 - g. Families Forward
Discussed updates for the program

 10. May 9, 2018 Agenda for Michigan Works! Southeast Workforce Development Board Meeting
Reviewed the May 9, 2018 Agenda. Discussion.

 11. Public Comment
Marcus James call for public comment. No public comment

 12. Adjournment
Marcus James call for motion to adjourn meeting.
MOTION: Scott Menzel moved to adjourn.
SUPPORT: Richard Currie
- Meeting adjourned at 4:02 p.m.

12. Other Items

- a. Chair Report
 - Governor's Talent Investment Board Report (GTIB)
-K-14 Survey of Workforce Development Board Chairs
- b. Director Report

Activities (Data collection) 4-20-2018		Local Business Leaders	Regional/Local Workforce Boards	Local Elected Officials	Parents	LOCAL SCHOOL BOARD	Intermediate School District	Local Labor Leaders	Local Industry Clusters	College Community	Local University	Local Alliance/ Collaboration/ Team
Region(#) Career and College Preparedness (See legend below - only need R & A's)												
Example: Ensuring that local schools are safe (Please represent your perception of the "IS" not "Should")		R	A	R	A	R	R	R	R	R	R	School Safety Task Force
PreK - 8th grade Career and College readiness	Ensure appropriate career awareness and exposure in place											
9th -- 12th Career Readiness	Ensure appropriate career awareness and exposure in place											
	Ensure appropriate programs available in career settings to accommodate students											
	Develop the talent pool required to meet local in-demand, sustainable wage employer needs											
	Match potential employees with specific employers' needs											
9th -- 12th College Readiness												
Post-Secondary Career Readiness	Ensure appropriate career awareness and exposure in place											
	Ensure appropriate slots available in career settings to accommodate students											
	Develop the talent pool required to meet local in-demand, sustainable wage employer needs											
	Match potential employees with specific employers											

Responsible: "Doer" / "Champion"
 Individual(s) who perform an activity. Primarily responsible for action and/or implementation
 The degree of responsibility is defined by the accountable person. R's can be shared.

Accountable: "Final Decision Maker"
 The individual who is ultimately accountable — includes yes/no and power of veto.
 Only one "A" can be assigned to an activity. (Feel free to add multiple if you believe that is what presently exists)
 Ensures appropriate success metrics in place and tracked

Consulted: "in the Loop"
 The individual(s) to be consulted before a final decision or action is taken.
 Two-way communication.

RACI Teams	Members
Local Business Leaders	High Demand, Sustainable Wage Employers, Chamber, Econ Dev
Regional/Local Workforce Boards	
Local Elected Officials	
Local School Boards	District Boards
Intermediate School Districts	
Local Labor Leaders	Organized Labor
Local Industry Clusters	Industry Associations (Health Care, IT, Mfg, Retail, Education, Ag)
Local Community Colleges	
Local Universities	
Parents	