

**JOINT MEETING OF THE  
MICHIGAN WORKS! SOUTHEAST CONSORTIUM  
and**

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD**

**March 8, 2023, In-Person**

**Comfort Inn, Village Conference Center, 1645 Commerce Park Drive, Chelsea, MI 48118  
10:00 am – 12:00 Noon**

**AGENDA**

Pages

1. Call to order–Michigan Works! Southeast Consortium – Karol KZ Bolton, Chair
2. Call to order–Michigan Works! Southeast Workforce Development Board–Sharon Miller, Chair
3. Roll Call – Michigan Works! Southeast Consortium
4. Roll Call – Michigan Works! Southeast Workforce Development Board
5. Introductions
6. Call to the Public – KZ Bolton
7. Approval of the Agenda - (both boards)
  - a. Consortium, KZ Bolton
  - b. Workforce Development Board, Sharon Miller
8. Approval of Minutes – (both boards) ..... 4 - 9
  - a. February 3, 2023 Michigan Works! Southeast Consortium Meeting Minutes, KZ Bolton
  - b. January 11, 2023 Michigan Works! Southeast Workforce Development Board Meeting Minutes, Sharon Miller
9. Consent Agenda - Workforce Development Board – Sharon Miller ..... 11 - 20

**PY 22-23 Incumbent Worker Program**

<b>WDB RESOLUTION NUMBER</b>	<b>Company Name</b>	<b>Grant Award</b>	<b># to be trained, area and Training Provider</b>	<b>County</b>
WDB 22-18	Roth Fabricating Inc.	\$8,475	9/ Robotics Mechanical, Robotic Arc Welding, CNC Mill & Lathe Programming, Core Tools, A3 Problem Solving, Root Cause/Litchfield Regional Training Center-Matthew Norris-Instructor	Hillsdale
WDB 22-21	Martinrea	\$10,500	15/Leadership Training/Litchfield Regional Training Center-Matthew Norris- Instructor	Hillsdale
WDB 22-22	Precision Prototype and Manufacturing	\$6,000	4/Basic Electrical/Litchfield Regional Training Center-Matthew Norris- Instructor	Hillsdale
WDB 22-23	Black Raven Architects	\$4,445	3/ Autodesk Revita is a 3D BIM (building information management) product/ IMAGINIT Technologies	Lenawee
WDB 22-24	Aludyne	\$8,135	7/Edge Cam Milling & Turning, GDT Comprehensive, GDT Fundamentals, Advanced TPP Programming, Ivison Operation/Programming 3DL/MMTC, Fanuc, Hexagon	Livingston

- 10. Resolutions for Consideration of the Workforce Development Board, Sharon Miller-None
- 11. Resolutions for Consideration of the Michigan Works! Southeast Consortium, KZ Bolton-None
- 12. Resolutions for Consideration by both the Consortium Board (CB) and the Workforce Development Board (WDB) ..... 22 - 35
  - a. **CB RESOLUTION 22-09**  
A RESOLUTION APPROVING THE YOUNG PROFESSIONALS INITIATIVE FUNDING IN THE AMOUNT OF \$149,197 FOR THE TIMELINE MARCH 1, 2023 THROUGH FEBRUARY 29, 2024
  - WDB RESOLUTION 22-19**  
A RESOLUTION APPROVING THE YOUNG PROFESSIONALS INITIATIVE FUNDING IN THE AMOUNT OF \$149,197 FOR THE TIMELINE MARCH 1, 2023 THROUGH FEBRUARY 29, 2024
  - b. **CB RESOLUTION 22-10**  
A RESOLUTION APPROVING RECEIPT OF GOING PRO TALENT FUNDS AWARDED TO MICHIGAN WORKS! SOUTHEAST FOR THE AMOUNT OF \$3,440,187.00
  - WDB RESOLUTION 20-20**  
A RESOLUTION APPROVING RECEIPT OF GOING PRO TALENT FUNDS AWARDED TO MICHIGAN WORKS! SOUTHEAST FOR THE AMOUNT OF \$3,440,187.00
- 13. **New Business**
  - a. **Michigan Works! Southeast Consortium – WDB Resignation – KZ Bolton**  
Accept Resignation from Mr. Leslie Alexander, CEO, Inmatech
- 14. **Presentations: Leadership Team**
- 15. **Committee Reports (WDB)..... 37- 49**
  - a. **Board Strategy- Goal 2: Business Resiliency, Marcus James and Rich Chang; Goal 5: Board Engagement, Richard Currie**
  - b. **Executive Committee – 2-1-23 & 3-1-23 Informational meeting notes - Sharon Miller**
- 16. **Other Items**
  - a. **Comments from Chairs (both boards)**
- 17. **Public Comment – Karol KZ Bolton**
- 18. **Adjourn Michigan Works! Southeast Consortium–Karol KZ Bolton**
- 19. **Adjourn Michigan Works! Southeast Workforce Development Board–Sharon Miller**

**Michigan Works! Southeast Consortium – next meeting is May 16, 2023, 10:00am to 11:30am  
Location is the Comfort Inn, Village Conference Center, 1645 Commerce Park Drive, Chelsea 48118**

**Michigan Works! Workforce Development Board – next meeting is May 10, 2023, 10am – 12noon  
Location is the Comfort Inn, Village Conference Center, 1645 Commerce Park Drive, Chelsea 48118**

Please take this  
Post-Meeting  
Survey



**8. Approval of Minutes** – (both boards)

a. February 3, 2023 Michigan Works! Southeast Consortium Meeting Minutes, KZ Bolton

b. January 11, 2023 Michigan Works! Southeast Workforce Development Board Meeting Minutes, Sharon Miller

Michigan Works! Southeast Consortium Board Meeting Minutes  
 February 3, 2023, 10:00 am-11:30 am, In-Person  
 Chelsea Comfort Inn, Village Conference Center  
 1645 Commerce Park Drive, Chelsea, MI 48118

Present:

Shannon Beeman	Washtenaw County
Karol KZ Bolton, Chair	Lenawee County
Doug Ingles, Vice Chair	Hillsdale County
Douglas Helzerman	Livingston County
Crystal Lyte, alternate	Washtenaw County
Wes Nakagiri	Livingston County
Ray Snell	Jackson County

Absent:

Steve Lanius	Hillsdale County
Caroline Sanders	Washtenaw County
Jim Van Doren	Lenawee County
Darius Williams	Jackson County

Michigan Works! Southeast Staff:

Shamar Herron, Executive Director  
 Daniel Childs, System/Network Administrator  
 Johnny Epps, Service Center Manager, Washtenaw, Zoom  
 Maggie Flaherty, Administrative Services Manager / EO Officer  
 Chad Gibbs, Educational Services Administrator, Zoom  
 Pamela Gosla, Research and Education Manager, Zoom  
 Tim Pielack, Technology Specialist  
 Joshua Rose, Communications Specialist, Zoom  
 Ashley Vandenbushe, Service Center Manager, Lenawee, Zoom  
 Kendell Walton, Fiscal Manager, Zoom  
 Angela Watkins, Service Center Manager, Jackson, Zoom

1. Call to Order  
 Karol KZ Bolton, Chair called the meeting to order at 10:04 am.
2. Roll Call  
 Quorum present for in-person meeting.
3. Introductions
4. Approval of Agenda  
 KZ Bolton call for a motion to approve the Agenda.  
 MOTION: Doug Ingles moved to approve the Agenda.  
 SUPPORT: Ray Snell  
 MOTION CARRIED
5. Call to the Public  
 KZ Bolton call to the public. Douglas Helzerman commented.

6. Election of Chairperson and Election of Vice Chairperson  
 KZ Bolton stated she has agreed to be Chair and Douglas Ingles has agreed to be Vice-Chair if this is the desire of the board.  
 MOTION: Douglas Helzerman moved that KZ Bolton be the Chair and that Douglas Ingles be the Vice-Chair.  
 SUPPORT: Ray Snell  
 "Are there any other nominations, any other nominations, any other nominations. Hearing none all those in favor signify by saying Aye. Those opposed No"  
 MOTION CARRIED  
 Comments by KZ Bolton and Doug Ingles.
7. Approval of Minutes
  - a. Approval of November 29, 2022 Michigan Works! Southeast (MWSE) Consortium Meeting Minutes.  
 KZ Bolton call for a motion to approve the minutes.  
 MOTION: Ray Snell moved to approve the November 29, 2022 MWSE Consortium meeting minutes.  
 SUPPORT: Douglas Helzerman  
 MOTION CARRIED
8. Executive Director's Report  
 Shamar Herron presented a Consortium Board Orientation.  
 Discussion.
10. Resolutions for Consideration of the Consortium Board (CB)
  - a. MICHIGAN WORKS! SOUTHEAST CONSORTIUM BOARD (CB) RESOLUTION 22-08  
 A RESOLUTION ACCEPTING GRANT ALLOCATION FOR WORKFORCE INVESTMENT AND OPPORTUNITY ACT (WIOA )ACTIVITIES TO SUPPORT PARTICIPANT TRAINING PROGRAMS IN THE AMOUNT OF \$187,500  
 KZ Bolton call for a motion to approve CB 22-08 Resolution.  
 MOTION: Ray Snell moved to approve CB 22-08 Resolution.  
 SUPPORT: Shannon Beeman  
 Shamar Herron reviewed. Discussion.  
 MOTION CARRIED
- 11 . Unfinished Business-None
12. New Business
  - a. Fill Primary Member Vacancy on the Michigan Works! Southeast Workforce Development Board (MWSE WDB)  
 Sector – Adult Ed/Higher Education  
 Approve Ms. Jamie Vandenburg, Jackson College.  
 Assistant Dean of Instruction and oversees the Corporate and Continuing Education department, as primary MWSE WDB board member.  
 KZ Bolton call to approve Ms. Jamie Vandenburg, Jackson College as primary board member.  
 MOTION: Doug Ingles moved to approve Ms. Jamie Vandenburg, Jackson College as primary board member.  
 SUPPORT:  
 Discussion.  
 MOTION CARRIED

b. Amesite Contract

Shamar Herron reported on continuation of procured Amesite Contract. The addendum amount of contract is \$40,000.

KZ Bolton call for a motion to approve the Amesite Contract Addendum.

MOTION: Ray Snell moved to approve the Amesite Contract Addendum in the amount of \$40,000.

SUPPORT: Shannon Beeman

The training is for customers. The course delivers an introduction to the different facets of the internet and digital technology. Discussion.

Ray Snell request to call the vote.

MOTION CARRIED

13. Discussion Items

a. Chair Report

KZ Bolton commented looking forward to Michigan Works! leading the way to new initiatives.

KZ Bolton reviewed the 2023 Consortium Meeting Schedule. The March 8, 2023 is Joint meeting with the Consortium and Workforce Board.

Discussed time and date for the November meeting. Confirmed the meeting is scheduled for November 17, 2023 at 10am – 11:30am.

b. Other

Shamar plans to meet individually with Consortium members.

14. Public Comment

KZ Bolton offered Public Comment, Public Comment, Public Comment.

No Public Comment.

15. Comments from Consortium Board Members followed.

16. Adjournment

KZ Bolton call for motion to adjourn.

MOTION: Ray Snell moved to adjourn.

SUPPORT: Douglas Helzerman

MOTION CARRIED

Meeting adjourned at 11:35 am.

The next meeting of Michigan Works! Southeast Consortium Board is March 8, 2023 a joint meeting with the Michigan Works! Southeast Workforce Development Board, 10:00 am – 12noon, Chelsea Comfort Inn, Village Conference Center, 1645 Commerce Park Drive, Chelsea, MI 48118

Michigan Works! Southeast Workforce Development Board  
Meeting Minutes  
January 11, 2023 – In-Person  
Comfort Inn, Village Conference Center 1645 Commerce Park Drive, Chelsea, MI 48118  
10:00 am – 12:00 Noon

Michigan Works! Southeast Workforce Development Board of Directors Present

Shantalita Bailey	Michigan Rehabilitation Services, DHHS (Zoom)
Maria Birkett	Wacker Chemical Corporation (Zoom)
Rich Chang	New Foundry
Richard Currie, Vice Chair	Hitachi Astemo Americas, Inc.
Sean Duval	Golden Limousine International
James Hogan	Display Max Merchandising
Marcus James	StableInc LLC
Tina Matz	Core Education
Sharon Miller, Chair	Consumers Energy
Katy Pek	Destination Ann Arbor
Deb Polich	Creative Washtenaw, Artrain
Troy Reehl	Hillsdale County ISD
Bill Rayl	Michigan Manufacturers Association
Anne Rennie	Livingston County United Way
Jamal Robertson	DTE alternate for Molly Luempert-Coy
John Salyer	Ann Arbor Electrical JATC
Phil Santer	Ann Arbor SPARK
Brandon Tucker	Washtenaw Community College

Michigan Works! Southeast Workforce Development Board of Directors Absent

Leslie Alexander	Inmatech, Inc.
Craig Hatch	Jackson County Chamber of Commerce
Jeremiah "JJ" Hodshire	Hillsdale Hospital
Donald Germann	County National Bank
Lee Graham	Operating Engineers 324
Molly Luempert-Coy	DTE alternate Jamal Robertson attended
Kevin Oxley	Jackson County ISD
Grace Trudell	IBEW 58

Staff Present

Shamar Herron, Executive Director	Michigan Works! Southeast
Misty Shulters, Deputy Director	Michigan Works! Southeast
Robin Aldridge, IT Manager	Michigan Works! Southeast (Zoom)
Dawn Awrey, Service Center Manager	Michigan Works! Southeast (Zoom)
Daniel Childs, Systems/Network Administrator	Michigan Works! Southeast
Johnny Epps, Service Center Manager	Michigan Works! Southeast (Zoom)
Maggie Flaherty, Administrative Services Mgr./EO	Michigan Works! Southeast
Chad Gibbs, Educational Services Administrator	Michigan Works! Southeast (Zoom)
Pamela Gosla, Research & Education Manager	Michigan Works! Southeast (Zoom)
Tim Pielack, Technology Specialist	Michigan Works! Southeast
Sandy Vallance, Service Center Manager	Michigan Works! Southeast (Zoom)



Ashley Vandebush, Service Center Manager  
 Kendell Walton, Fiscal Manager  
 Angela Watkins, Service Center Manager

Michigan Works! Southeast (Zoom)  
 Michigan Works! Southeast (Zoom)  
 Michigan Works! Southeast (Zoom)

### Others

Hernando Flowers, Barton Malow Company (Zoom)

#### 1. Call to Order

The Meeting was called to order by Sharon Miller, Chair at 10:02 am

#### 2. Roll Call

Quorum present for in-person meeting

#### 3. Introductions

#### 4. Call to the Public

Sharon Miller offered public comment.

Sean Duval and John Salyer commented.

#### 5. Approval of Agenda

Sharon Miller call for approval of the Agenda.

MOTION: Sean Duval moved to approve the Agenda

SUPPORT: Rich Chang

MOTION CARRIED

#### 6. Approval of November 9, 2022 Michigan Works! Southeast Workforce Development Board (WDB) meeting minutes

Sharon Miller call for approval of the November 9, 2022 WDB meeting minutes.

MOTION: James Hogan moved to approve the November 9, 2022 WDB meeting minutes.

SUPPORT: Brandon Tucker

MOTION CARRIED.

#### 7. Consent Agenda - None

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

##### a. WDB RESOLUTION 22-16

A RESOLUTION APPROVING WIOA IWT CONTRACT FOR WORK SKILLS CORPORATION IN THE AMOUNT OF \$4,000

Sharon Miller call to approve WDB Resolution 22-16

MOTION: Marcus James moved to approve WDB Resolution 22-16.

SUPPORT: Bill Rayl

Shamar Herron reviewed. Discussion.

MOTION CARRIED.

##### b. WDB RESOLUTION 22-17

A RESOLUTION ACCEPTING THE WORKFORCE INNOVATION AND OPPORTUNITY ACT STATEWIDE ACTIVITIES FUNDING TO SUPPORT PARTICIPATING TRAINING PROGRAMS IN THE AMOUNT OF \$187,500

Sharon Miller call to approve WDB Resolution 22-17.

MOTION: Troy Reehl moved to approve WDB Resolution 22-17.

SUPPORT: Anne Rennie

Shamar Herron reviewed. Discussion.

MOTION CARRIED



9. Committee Reports
  - a. Career and Education Advisory Council (CEAC) – no meeting during December 2022. CEAC meets on January 17, 2023. CEAC to discuss the focus of CEAC and to bring more private sector members into CEAC. There is a new incoming Chairman Jeremy Frew. CEAC focal point is career awareness surrounding the My Career Quest Event in the fall to continue engagement with students and employers before and after the Event.
  - b. Operations Committee Meeting – no meeting during December 2022  
Marcus James suggested board members take a look at updated metrics in the board Portal on MWSE website.
10. On-going Business
  - a. Chair Report – Board Strategy Goals update.  
Richard Currie referenced the QR code on the Agenda to complete the meeting board survey.
  - b. Shamar Herron provided updates with written Executive Director Report. Misty Shulters reported on organizational targets. Discussion.
11. Other  
Sharon Miller asked board member to provide a goal or a challenge or something they are currently celebrating in their organization.
12. Call to the Public  
Sharon Miller call to the public. No public comment.
13. Adjournment  
Sharon Miller call for a motion to adjourn.  
A motion to adjourn was moved and supported.

Meeting adjourned at 11:45 am.

## 9. Consent Agenda - Workforce Development Board – Sharon Miller

### PY 22-23 Incumbent Worker Program

WDB RESOLUTION NUMBER	Company Name	Grant Award	# to be trained, area and Training Provider	County
WDB 22-18	Roth Fabricating Inc.	\$8,475	9/ Robotics Mechanical, Robotic Arc Welding, CNC Mill & Lathe Programming, Core Tools, A3 Problem Solving, Root Cause/Litchfield Regional Training Center-Matthew Norris-Instructor	Hillsdale
WDB 22-21	Martinrea	\$10,500	15/Leadership Training/Litchfield Regional Training Center-Matthew Norris- Instructor	Hillsdale
WDB 22-22	Precision Prototype and Manufacturing	\$6,000	4/Basic Electrical/Litchfield Regional Training Center-Matthew Norris- Instructor	Hillsdale
WDB 22-23	Black Raven Architects	\$4,445	3/ <u>Autodesk</u> Revita is a 3D BIM (building information management) product/ IMAGINIT Technologies	Lenawee
WDB 22-24	Aludyne	\$8,135	7/Edge Cam Milling & Turning, GDT Comprehensive, GDT Fundamentals, Advanced TPP Programming, Irvision Operation/Programming 3DL/MMTC, Fanuc, Hexagon	Livingston

## MEMORANDUM

**To:** Michigan Works! Southeast Workforce Development Board

**From:** Shamar Herron, Executive Director, Michigan Works! Southeast

**Date:** March 8, 2023

**Subject:** PY 2022 WIOA Incumbent Worker contract approval

### Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve Incumbent Worker contract for the following company: Roth Fabricating Inc.

### Background

PY 2022 WIOA Incumbent Worker (7/1/2022 through 6/30/23) training contracts are an important part of the Business Services run in the five counties of the Michigan Works! Southeast Consortium 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.

### Discussion

Roth Fabricating, Inc. desires to have a well-rounded understanding of our robotic welders, both programming and functionality. Roth Fabricating operators have completed the robotic electrical course and are ready for phase two. Robotic Mechanical, with 3 lasers in our facility and two current programmers we need a third individual to understand ACAD and apply it.

### PY 2022 Incumbent Worker contract for approval

Company Name	Grant Award	# to be trained, area and Training Provider	County
Roth Fabricating Inc.	\$8,475	9/ Robotics Mechanical, Robotic Arc Welding (Fanuc), CNC Mill & Lathe Programming, Core Tools, A3 Problem Solving, Root Cause/Litchfield Regional Training Center	Hillsdale

The Operations Committee has reviewed and recommends approval of the application.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD**  
**RESOLUTION 22-18**  
**A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR**  
**ROTH FABRICATING, INC. IN THE AMOUNT OF \$8,475**

- WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and Michigan Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast Consortium 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, Michigan Works! staff have received Incumbent Worker (IW) training request from a company as described in the attached Memorandum; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, The application has been reviewed by the Operations Committee and recommends approval; and
- 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 and as approved by the Operations Committee.

**BE IT FURTHER RESOLVED** that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training provider 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

**To:** Michigan Works! Southeast Workforce Development Board

**From:** Shamar Herron, Executive Director, Michigan Works! Southeast

**Date:** March 8, 2023

**Subject:** WIOA Incumbent Worker Training Contract with Martinrea

### **Board Action Requested**

It is requested that the Michigan Works! Southeast Workforce Development Board approve a PY 22 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract with Martinrea.

### **Background**

PY 2022 WIOA Incumbent Worker (7/1/2022 through 6/30/23) training contracts are an important part of the Business Services run in the five counties of the Michigan Works! Southeast Consortium 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.

### **Discussion**

The purpose of the leadership training is to equip Martinrea Supervisors to take responsibility for high value work and to be able to train and retain operators and hourly employees on the floor. The training will effectively train Supervisors on how to better communicate with hourly employees and create a positive work environment and be able to train new and current employees on Safety, Quality and production. This training will allow Supervisors to provide on the job training and development to better attract and retain talent.

PY 2022

Incumbent Worker contract for approval

<b>Company Name</b>	<b>Grant Award</b>	<b># to be trained, area and Training Provider</b>	<b>County</b>
Martinrea	\$10,500	15/Leadership Training/Litchfield Regional Training Center-Matthew Norris- Instructor	Hillsdale

The Operations Committee reviewed and recommends approval.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD  
RESOLUTION 22-21**

**A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING FUNDS FOR MARTINREA IN THE AMOUNT OF \$10,500**

- WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and Michigan Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast Consortium 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, Michigan Works! staff have received Incumbent Worker (IW) training request from a company as described in the attached Memorandum; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, The application has been reviewed by the Operations Committee and recommends approval; and
- 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 and as approved by the Operations Committee.

**BE IT FURTHER RESOLVED** that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training provider 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

**To:** Michigan Works! Southeast Workforce Development Board

**From:** Shamar Herron, Executive Director, Michigan Works! Southeast

**Date:** March 8, 2023

**Subject:** WIOA Incumbent Worker Training Contract with Precision Prototype and Manufacturing

### **Board Action Requested**

It is requested that the Michigan Works! Southeast Workforce Development Board approve a PY 22 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract with Precision Prototype and Manufacturing.

### **Background**

PY 2022 WIOA Incumbent Worker (7/1/2022 through 6/30/23) training contracts are an important part of the Business Services run in the five counties of the Michigan Works! Southeast Consortium 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.

### **Discussion**

The Basic Electrical course will help with the safety of the Precision Prototype and Manufacturing team as well as learning valuable skills while working with electrical situations. Basic electrical safety, theory of electron flow, voltage and current and the use and understanding as it relays in a circuit. This training will give a great foundation to the team.

PY 2022  
Incumbent Worker contract for approval

<b>Company Name</b>	<b>Grant Award</b>	<b># to be trained, area and Training Provider</b>	<b>County</b>
Precision Prototype and Manufacturing	\$6,000	4/Basic Electrical/Litchfield Regional Training Center-Matthew Norris- Instructor	Hillsdale

The Operations Committee reviewed and recommends approval.



**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD  
RESOLUTION 22-22**

**A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING FUNDS FOR  
PRECISION PROTOTYPE AND MANUFACTURING IN THE AMOUNT OF \$6,000**

- WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and Michigan Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast Consortium 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, Michigan Works! staff have received Incumbent Worker (IW) training request from a company as described in the attached Memorandum; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, The application has been reviewed by the Operations Committee and recommends approval; and
- 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 and as approved by the Operations Committee.

**BE IT FURTHER RESOLVED** that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training provider 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

**To:** Michigan Works! Southeast Workforce Development Board

**From:** Shamar Herron, Executive Director, Michigan Works! Southeast

**Date:** March 8, 2023

**Subject:** WIOA Incumbent Worker Training Contract with Black Ravens Architects

### **Board Action Requested**

It is requested that the Michigan Works! Southeast Workforce Development Board approve a PY 22 Workforce Innovation and Opportunity Act (WIOA) Incumbent Worker contract with Black Ravens Architects.

### **Background**

PY 2022 WIOA Incumbent Worker (7/1/2022 through 6/30/23) training contracts are an important part of the Business Services run in the five counties of the Michigan Works! Southeast Consortium 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.

### **Discussion**

Autodesk Revit (the CAD program we use) is a 3D BIM (building information management) product. Black Ravens Architects have recently switched from Revit LT, a "stripped down" version of Revit, to the full Revit program. The full program allows more than one person to work on a file at the same time, has advanced conceptual modeling and site design features. These features require more training, in the form of live workshops, than Autodesk provides. The training will advance our CAD skills by allowing us to make full use of the very expensive software, improve Black Ravens Architects productivity, and make our firm more completeive.

PY 2022  
Incumbent Worker contract for approval

<b>Company Name</b>	<b>Grant Award</b>	<b># to be trained, area and Training Provider</b>	<b>County</b>
Black Raven Architects	\$4,445	3/ <u>Autodesk</u> Revita is a 3D BIM (building information management) product/ IMAGINiT Technologies	Lenawee

The Operations Committee reviewed and recommends approval.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD  
RESOLUTION 22-23**

**A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING FUNDS FOR  
BLACK RAVEN ARCHITECTS IN THE AMOUNT OF \$4,445**

- WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and Michigan Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast Consortium 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, Michigan Works! staff have received Incumbent Worker (IW) training request from a company as described in the attached Memorandum; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, The application has been reviewed by the Operations Committee and recommends approval; and
- 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 and as approved by the Operations Committee.

**BE IT FURTHER RESOLVED** that staff are authorized to negotiate a contract with the above employer, and, as necessary, with training provider 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

**To:** Michigan Works! Southeast Workforce Development Board

**From:** Shamar Herron, Executive Director, Michigan Works! Southeast

**Date:** March 8, 2023

**Subject:** PY 2022 WIOA Incumbent Worker contract approval

### Board Action Requested

It is requested that the Michigan Works! Southeast Workforce Development Board approve Incumbent Worker contract for the following company: Aludyne.

### Background

PY 2022 WIOA Incumbent Worker (7/1/2022 through 6/30/23) training contracts are an important part of the Business Services run in the five counties of the Michigan Works! Southeast Consortium 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.

### Discussion

Aludyne is requesting IWT funds to support training from multiple providers to improve their current workforce in the ability to read blue prints, apply Cad/Cam knowledte, quality concepts such as FMEA/MMTC,Fanuc & Hexagonand other manufacturing specific knowledge.

### PY 2022 Incumbent Worker contract for approval

Company Name	Grant Award	# to be trained, area and Training Provider	County
Aludyne	\$8,135	7/Edge Cam Milling & Turning, GDT Comprehen-sive,GDT Fundamentals,Advanced TPP Programming, Irvision Operation/Programming 3DL/MMTC, Fanuc, Hexagon	Livingston

The Operations Committee has reviewed and recommends approval of the application.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD**  
**RESOLUTION 22-24**  
**A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR**  
**ALUDYNE IN THE AMOUNT OF \$8,135**

- WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and Michigan Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast Consortium 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, Michigan Works! staff have received Incumbent Worker (IW) training request from a company as described in the attached Memorandum; and
- WHEREAS, Incumbent Worker training provides currently employed workers updated skills to help avoid layoffs and keep their employer competitive; and
- WHEREAS, The application has been reviewed by the Operations Committee and recommends approval; and
- 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 and as approved by the Operations Committee.

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

**12. Resolutions for Consideration by both the Consortium Board (CB) and the Workforce Development Board (WDB)**

**a. CB RESOLUTION 22-09**

A RESOLUTION APPROVING THE YOUNG PROFESSIONALS INITIATIVE FUNDING IN THE AMOUNT OF \$149,197 FOR THE TIMELINE MARCH 1, 2023 THROUGH FEBRUARY 29, 2024

**WDB RESOLUTION 22-19**

A RESOLUTION APPROVING THE YOUNG PROFESSIONALS INITIATIVE FUNDING IN THE AMOUNT OF \$149,197 FOR THE TIMELINE MARCH 1, 2023 THROUGH FEBRUARY 29, 2024

**b. CB RESOLUTION 22-10**

A RESOLUTION APPROVING RECEIPT OF GOING PRO TALENT FUNDS AWARDED TO MICHIGAN WORKS! SOUTHEAST FOR THE AMOUNT OF \$3,440,187.00

**WDB RESOLUTION 20-20**

A RESOLUTION APPROVING RECEIPT OF GOING PRO TALENT FUNDS AWARDED TO MICHIGAN WORKS! SOUTHEAST FOR THE AMOUNT OF \$3,440,187.00

**MEMORANDUM**

**To:** Michigan Works! Southeast Consortium Board

**From:** Shamar Herron, Executive Director, Michigan Works!  
Southeast

**Date:** March 8, 2023

**Subject:** 2023 Young Professional funding

**Board Action Requested**

It is requested that the Michigan Works! Southeast Consortium Board accept funding for the Young Professionals Initiative in the amount of \$149,917 for the timeline March 1, 2023, through February 29, 2024.

**Background**

The Michigan Department of Labor and Economic Opportunity, Workforce Development (LEO-WD), in partnership with the Michigan Works Agencies (MWAs), assists job seekers in obtaining and advancing in employment, education, training, and supportive services to foster individual success in the labor market. WD's state and federally funded job seeker and business services are designed to strengthen and improve our public workforce system, equip our citizens to enter high-quality jobs and careers, and help employers hire and retain skilled workers.

**Discussion**

The Workforce Investment and Opportunity Act (WIOA) Section 129(b)(1) requires states to use a portion of the funds reserved for Statewide Activities to carry out additional activities, including activities that specifically benefit youth. Allowable activities under the WIOA Section 129(b)(2) include supporting the development of alternative, evidence-based programs and other activities that enhance the choices available to eligible youth and encourage such youth to progress through a career pathway and enter unsubsidized employment that leads to self-sufficiency. WD has identified the Young Professionals initiative to not only maintain compliance with these sections, but to strive for continuous improvement of young adult programming, in alignment with the WIOA's focus on providing valuable work experience to individuals between the ages of 14 and 24.



**MICHIGAN WORKS! SOUTHEAST CONSORTIUM BOARD  
RESOLUTION 22-09**

**A RESOLUTION APPROVING THE YOUNG PROFESSIONALS INITIATIVE  
FUNDING IN THE AMOUNT OF \$149,197 FOR THE TIMELINE OF MARCH 1,  
2023 THROUGH FEBRUARY 29, 2024**

- WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and the Department of Labor and Economic Opportunity- Workforce Development (LEO), to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast 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 grant allocation must be approved by both the Michigan Works! Southeast Michigan Workforce Development Board and Michigan Works! Southeast Consortium Board.

**IT IS THEREFORE RESOLVED** to approve the Young Professionals initiative funding in the amount of \$149,197 for the timeline of March 1, 2023 through February 29, 2024.

**BE IT FURTHER RESOLVED** that the Chair of the Michigan Works! Southeast Consortium Board is authorized to sign any necessary documents as well as any future amendments for monetary and grant language adjustments.

## MEMORANDUM

**To:** Michigan Works! Southeast Workforce Development Board

**From:** Shamar Herron, Executive Director, Michigan Works!  
Southeast

**Date:** March 8, 2023

**Subject:** 2023 Young Professional Initiative funding

### **Board Action Requested**

It is requested that the Michigan Works! Southeast Workforce Development Board accept funding for the Young Professionals Initiative in the amount of \$149,917 for the timeline March 1, 2023, through February 29, 2024.

### **Background**

The Michigan Department of Labor and Economic Opportunity, Workforce Development (LEO-WD), in partnership with the Michigan Works Agencies (MWAs), assists job seekers in obtaining and advancing in employment, education, training, and supportive services to foster individual success in the labor market. WD's state and federally funded job seeker and business services are designed to strengthen and improve our public workforce system, equip our citizens to enter high-quality jobs and careers, and help employers hire and retain skilled workers.

### **Discussion**

The Workforce Investment and Opportunity Act (WIOA) Section 129(b)(1) requires states to use a portion of the funds reserved for Statewide Activities to carry out additional activities, including activities that specifically benefit youth. Allowable activities under the WIOA Section 129(b)(2) include supporting the development of alternative, evidence-based programs and other activities that enhance the choices available to eligible youth and encourage such youth to progress through a career pathway and enter unsubsidized employment that leads to self-sufficiency. WD has identified the Young Professionals initiative to not only maintain compliance with these sections, but to strive for continuous improvement of young adult programming, in alignment with the WIOA's focus on providing valuable work experience to individuals between the ages of 14 and 24.

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD  
RESOLUTION 22-19**

**A RESOLUTION APPROVING THE YOUNG PROFESSIONALS INITIATIVE  
FUNDING IN THE AMOUNT OF \$149,197 FOR THE TIMELINE OF MARCH 1,  
2023 THROUGH FEBRUARY 29, 2024.**

- WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and the Department of Labor and Economic Opportunity- Workforce Development (LEO), to provide employment training and placement services; and
- WHEREAS, The Michigan Works! Southeast 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 grant allocation must be approved by both the Michigan Works! Southeast Workforce Development Board and Michigan Works! Southeast Consortium Board.

**IT IS THEREFORE RESOLVED** to approve the Young Professionals initiative funding in the amount of \$149,197 for the timeline of March 1, 2023 through February 29, 2024.

**BE IT FURTHER RESOLVED** that the Chair of the Michigan Works! Southeast Workforce Development Board is authorized to sign any necessary documents as well as any future amendments for monetary and grant language adjustments.

## MEMORANDUM

**To:** Michigan Works! Southeast Consortium Board

**From:** Shamar Herron, Executive Director, Michigan Works! Southeast

**Date:** March 8, 2023

**Subject:** Going PRO Talent Fund (Talent) for time period March 1, 2023 through September 30, 2024

### **Board Action Requested**

It is requested that the Michigan Works! Southeast Consortium Board approve acceptance of Going PRO Talent Fund (Talent Fund) amounts for time period March 1, 2023 through September 30, 2024 in the amount of \$3,440,187.00

### **Background**

The Going PRO Talent funding is an important part of the Business Services administered in the five counties of the Michigan Works! Southeast.

### **Discussion**

The Talent Fund provides individuals with employment, industry recognized credentials, and strong wages through competitive awards to employers to assist in training, developing, and retaining new and current employees. It helps to ensure Michigan's workers have the skills they need for in-demand jobs and employers have the talent they need to compete and grow. Talent Fund-supported training expands and improves employees' skills and develops their opportunities for growth or promotion within the company and for economic advancement. The Talent Fund is designed to create public-private partnerships with employers to develop training models that adapt in real time with changing employer demand. Training must be completed within one year from the date of the award and lead to a credential for a skill that is transferable and recognized by industry. Employers who request funding must actively participate in the development of the training and must commit to retaining individuals at the completion of training. As a result of individuals being trained and promoted, vacancies should be filled by individuals recruited with the assistance of the Michigan Works! Southeast. Additionally, as it is becoming harder to find the skilled talent to fill jobs, employers are encouraged to expand their recruitment to include individuals within Targeted Populations; specifically, Veterans, Active Military Reservists, Older Workers, Returning Citizens, Individuals with Disabilities, Public Assistance Recipient new trainees, and High School Diploma/Equivalency new and incumbent trainees.

Michigan Workal Southeast			\$ 3,440,187.00
A & N Electric	Ann Arbor	Washtenaw County	\$ 3,500.00
Accubilt Automated Systems LLC	Jackson	Jackson County	\$ 13,400.00
Adrian Steel Company	Adrian	Lenawee County	\$ 87,500.00
Advance Turning & Manufacturing, Inc.	Jackson	Jackson County	\$ 130,415.00
AF Smith Electric	Ypsilanti	Washtenaw County	\$ 10,500.00
Ashcott Electrical	Whitmore Lake	Washtenaw County	\$ 17,500.00
Bayview Electric	Redford	Wayne County	\$ 10,500.00
BCIC Early Achievers	Ypsilanti	Washtenaw County	\$ 50,000.00
Brentwood Electric	Dexter	Washtenaw County	\$ 17,500.00
CASTER CONCEPTS INC	Albion	Calhoun County	\$ 20,324.00
Cobra Moto, LLC	Hillsdale	Hillsdale County	\$ 40,545.00
Consumers Energy Jackson	Jackson	Jackson County	\$ 484,000.00
Dan's Electric	Ann Arbor	Washtenaw County	\$ 3,500.00
Dunnage Engineering	Brighton	Livingston County	\$ 48,970.00
Elm Plating Company	Jackson	Jackson County	\$ 20,150.00
Fontanesi & Kann Co; Ferndale	Ferndale	Oakland County	\$ 14,000.00
Galaxy Brain and Therapy Center	Ann Arbor	Washtenaw County	\$ 28,519.00
GESTAMP WASHTENAW LLC	Chelsea	Washtenaw County	\$ 41,000.00
Global Entrepreneurship Business Lab - Ypsilanti Office	Ypsilanti	Washtenaw County	\$ 3,000.00
Golden Limousine International	Milan	Washtenaw County	\$ 207,200.00
Haley Mechanical	Dexter	Washtenaw County	\$ 71,902.00
Harper Electric	Ann Arbor	Washtenaw County	\$ 24,500.00
Hatch Stamping Company	Chelsea	Washtenaw County	\$ 73,847.00
Hillsdale Hospital	Hillsdale	Hillsdale County	\$ 172,055.00
Hopp Electric	Chelsea	Washtenaw County	\$ 10,500.00
Huron Valley Electric	Ann Arbor	Washtenaw County	\$ 91,000.00
Jackson Tumble Finish	Jackson	Jackson County	\$ 12,000.00
Leigh Harter Speech Services, PLLC	Hartland	Livingston County	\$ 7,692.00
Leon Speakers	Ann Arbor	Washtenaw County	\$ 38,519.00
Liverpool FC IA Michigan	Howell	Livingston County	\$ 28,000.00
Livonia Tool & Laser	Litchfield	Hillsdale County	\$ 35,190.00
logic solutions	Plymouth	Wayne County	\$ 28,469.00

Lomar Machine and Tool Company	Horton	Jackson County	\$ 94,880.00
MAIN & COMPANY	Jackson	Jackson County	\$ 10,700.00
Michigan Automotive Compressor, Inc.	Parma	Jackson County	\$ 99,000.00
Michigan Medicine - Health Information Technology & Services	Ann Arbor	Washtenaw County	\$ 140,000.00
Michigan Mobility and Logistics	Ypsilanti	Washtenaw County	\$ 84,000.00
MS Ultrasonic Technology, LLC	Howell	Livingston County	\$ 26,991.00
Oaks at Northpointe Woods	Battle Creek	Calhoun County	\$ 27,500.00
Our Family Friend- Jackson, MI	Jackson	Jackson County	\$ 22,377.00
Ritz-Craft of Michigan	Jonesville	Hillsdale County	\$ 72,735.00
ROSS DESIGN AND ENG INC	Cement City	Hillsdale County	\$ 48,830.00
RW Mercer Co	Jackson	Jackson County	\$ 56,350.00
Synchrony Pharmacy : Grand Rapids	Grand Rapids	Kent County	\$ 7,340.00
Technique, Inc.	Jackson	Jackson County	\$ 117,465.00
TG Fluid Systems	Brighton	Livingston County	\$ 64,500.00
THA! SUMMIT AMERICA CORP	Howell	Livingston County	\$ 128,472.00
The Betty Brigade	Ann Arbor	Washtenaw County	\$ 30,000.00
Tri-County Electric	Saline	Washtenaw County	\$ 14,000.00
Trilogy Health Services - Novi Lakes Health Campus	Novi	Oakland County	\$ 27,500.00
Trilogy Health Services - Oaks at Byron Center	Byron Center	Kent County	\$ 27,500.00
Trilogy Health Services - Oaks at Woodfield : Grand Blanc	Grand Blanc	Genesee County	\$ 27,500.00
Trilogy Health Services - Orchard Grove Health Campus : Romeo	Romeo	Macomb County	\$ 27,500.00
Trilogy Health Services - Shelby Crossing Health Campus : Utica	Utica	Macomb County	\$ 27,500.00

Trilogy Health Services - Stonegate Health Campus : Lapeer	Lapeer	Lapeer County	\$ 27,500.00
Trilogy Health Services - The Oaks at Belmont	Belmont	Kent County	\$ 27,500.00
Trilogy Health Services - The Willows at Howell	Howell	Livingston County	\$ 27,500.00
Trilogy Health Services - Willows at East Lansing	East Lansing	Ingham County	\$ 27,500.00
Trilogy Health Services - Willows at Okemos	Okemos	Ingham County	\$ 27,500.00
Turner Electric Service Inc.	Dexter	Washtenaw County	\$ 10,500.00
UIS SCADA	Dexter	Washtenaw County	\$ 82,155.00
Ventra Fowlerville LLC	Fowlerville	Livingston County	\$ 60,000.00
Wardcraft Industries	Spring Arbor	Jackson County	\$ 12,950.00
Westlake Health Campus	Commerce Township	Oakland County	\$ 27,500.00
Whitmore Lake	Whitmore Lake	Washtenaw County	\$ 75,345.00
Wolverine Glass	Dexter	Washtenaw County	\$ 5,900.00



**MICHIGAN WORKS! SOUTHEAST CONSORTIUM BOARD  
RESOLUTION 22-10**

**A RESOLUTION APPROVING RECEIPT OF GOING PRO TALENT FUNDS AWARDED TO MICHIGAN WORKS! SOUTHEAST FOR THE AMOUNT OF \$3,440,187.00**

WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and the Michigan Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and

WHEREAS, The Michigan Works! Southeast 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 "Michigan Works! Southeast"

WHEREAS, Michigan Works! staff have received Going PRO Talent Fund (Talent Fund) applications from local employers; and

WHEREAS, The Talent Fund provides competitive awards for employer responsive training that enhances talent, productivity and employment retention while increasing the quality and competitiveness of Michigan's employers.

**IT IS THEREFORE RESOLVED** the Michigan Works! Southeast Workforce Consortium Board hereby approves the Going PRO Talent Funds awarded for the time period March 1, 2023 to September 30, 2024 for the estimated amount of \$3,440,187.00.

**BE IT FURTHER RESOLVED** that staff are authorized to negotiate Going PRO Talent Fund contracts as necessary.

**BE IT FURTHER RESOLVED** the Chair of the or their designee is authorized to sign any necessary contract(s) or agreements, as well as any future amendments for monetary and contract language adjustments.

**MEMORANDUM**

**To:** Michigan Works! Southeast Workforce Development Board

**From:** Shamar Herron, Executive Director, Michigan Works! Southeast

**Date:** March 8, 2023

**Subject:** Going PRO Talent Fund (Talent) for time period March 1, 2023 through September 30, 2024

**Board Action Requested**

It is requested that the Michigan Works! Southeast Workforce Development Board approve acceptance of Going PRO Talent Fund (Talent Fund) amounts for time period March 1, 2023 through September 30, 2024 in the amount of \$3,440,187.00

**Background**

The Going PRO Talent funding is an important part of the Business Services administered in the five counties of the Michigan Works! Southeast.

**Discussion**

The Talent Fund provides individuals with employment, industry recognized credentials, and strong wages through competitive awards to employers to assist in training, developing, and retaining new and current employees. It helps to ensure Michigan's workers have the skills they need for in-demand jobs and employers have the talent they need to compete and grow. Talent Fund-supported training expands and improves employees' skills and develops their opportunities for growth or promotion within the company and for economic advancement. The Talent Fund is designed to create public-private partnerships with employers to develop training models that adapt in real time with changing employer demand. Training must be completed within one year from the date of the award and lead to a credential for a skill that is transferable and recognized by industry. Employers who request funding must actively participate in the development of the training and must commit to retaining individuals at the completion of training. As a result of individuals being trained and promoted, vacancies should be filled by individuals recruited with the assistance of the Michigan Works! Southeast. Additionally, as it is becoming harder to find the skilled talent to fill jobs, employers are encouraged to expand their recruitment to include individuals within Targeted Populations; specifically, Veterans, Active Military Reservists, Older Workers, Returning Citizens, Individuals with Disabilities, Public Assistance Recipient new trainees, and High School Diploma/Equivalency new and incumbent trainees.

Michigan Worked Southeast			\$ 3,440,187.00
A & N Electric	Ann Arbor	Washtenaw County	\$ 3,500.00
Accubilt Automated Systems LLC	Jackson	Jackson County	\$ 13,400.00
Adrian Steel Company	Adrian	Lenawee County	\$ 87,500.00
Advance Turning & Manufacturing, Inc.	Jackson	Jackson County	\$ 130,415.00
AF Smith Electric	Ypsilanti	Washtenaw County	\$ 10,500.00
Ashcott Electrical	Whitmore Lake	Washtenaw County	\$ 17,500.00
Bayview Electric	Redford	Wayne County	\$ 10,500.00
BCIC Early Achievers	Ypsilanti	Washtenaw County	\$ 50,000.00
Brentwood Electric	Dexter	Washtenaw County	\$ 17,500.00
CASTER CONCEPTS INC	Albion	Calhoun County	\$ 20,324.00
Cobra Moto, LLC	Hillsdale	Hillsdale County	\$ 40,545.00
Consumers Energy Jackson	Jackson	Jackson County	\$ 484,000.00
Dan's Electric	Ann Arbor	Washtenaw County	\$ 3,500.00
Dunnage Engineering	Brighton	Livingston County	\$ 48,970.00
Elm Plating Company	Jackson	Jackson County	\$ 20,150.00
Fontanesi & Kann Co: Ferndale	Ferndale	Oakland County	\$ 14,000.00
Galaxy Brain and Therapy Center	Ann Arbor	Washtenaw County	\$ 28,519.00
GESTAMP WASHTENAW LLC	Chelsea	Washtenaw County	\$ 41,000.00
Global Entrepreneurship Business Lab - Ypsilanti Office	Ypsilanti	Washtenaw County	\$ 3,000.00
Golden Limousine International	Milan	Washtenaw County	\$ 207,200.00
Haley Mechanical	Dexter	Washtenaw County	\$ 71,902.00
Harper Electric	Ann Arbor	Washtenaw County	\$ 24,500.00
Hatch Stamping Company	Chelsea	Washtenaw County	\$ 73,847.00
Hillsdale Hospital	Hillsdale	Hillsdale County	\$ 172,055.00
Hopp Electric	Chelsea	Washtenaw County	\$ 10,500.00
Huron Valley Electric	Ann Arbor	Washtenaw County	\$ 91,000.00
Jackson Tumble Finish	Jackson	Jackson County	\$ 12,000.00
Leigh Harter Speech Services, PLLC	Hartland	Livingston County	\$ 7,692.00
Leon Speakers	Ann Arbor	Washtenaw County	\$ 38,519.00
Liverpool FC IA Michigan	Howell	Livingston County	\$ 28,000.00
Livonia Tool & Laser	Litchfield	Hillsdale County	\$ 35,190.00
logic solutions	Plymouth	Wayne County	\$ 28,469.00

Lomar Machine and Tool Company	Horton	Jackson County	\$ 94,880.00
MAIN & COMPANY	Jackson	Jackson County	\$ 10,700.00
Michigan Automotive Compressor, Inc.	Parma	Jackson County	\$ 99,000.00
Michigan Medicine - Health Information Technology & Services	Ann Arbor	Washtenaw County	\$ 140,000.00
Michigan Mobility and Logistics	Ypsilanti	Washtenaw County	\$ 84,000.00
MS Ultrasonic Technology, LLC	Howell	Livingston County	\$ 26,991.00
Oaks at Northpointe Woods	Battle Creek	Calhoun County	\$ 27,560.00
Our Family Friend- Jackson, MI	Jackson	Jackson County	\$ 22,377.00
Ritz-Craft of Michigan	Jonesville	Hillsdale County	\$ 72,735.00
ROSS DESIGN AND ENG INC	Cement City	Hillsdale County	\$ 48,830.00
RW Mercer Co	Jackson	Jackson County	\$ 56,350.00
Synchrony Pharmacy : Grand Rapids	Grand Rapids	Kent County	\$ 7,340.00
Technique, Inc.	Jackson	Jackson County	\$ 117,465.00
TG Fluid Systems	Brighton	Livingston County	\$ 64,500.00
THAI SUMMIT AMERICA CORP	Howell	Livingston County	\$ 128,472.00
The Betty Brigade	Ann Arbor	Washtenaw County	\$ 30,000.00
Tri-County Electric	Saline	Washtenaw County	\$ 14,000.00
Trilogy Health Services - Novi Lakes Health Campus	Novi	Oakland County	\$ 27,500.00
Trilogy Health Services - Oaks at Byron Center	Byron Center	Kent County	\$ 27,500.00
Trilogy Health Services - Oaks at Woodfield : Grand Blanc	Grand Blanc	Genesee County	\$ 27,500.00
Trilogy Health Services - Orchard Grove Health Campus : Romeo	Romeo	Macomb County	\$ 27,500.00
Trilogy Health Services - Shelby Crossing Health Campus : Utica	Utica	Macomb County	\$ 27,500.00

Trilogy Health Services - Stonegate Health Campus : Lapeer	Lapeer	Lapeer County	\$ 27,500.00
Trilogy Health Services - The Oaks at Belmont	Belmont	Kent County	\$ 27,500.00
Trilogy Health Services - The Willows at Howell	Howell	Livingston County	\$ 27,500.00
Trilogy Health Services - Willows at East Lansing	East Lansing	Ingham County	\$ 27,500.00
Trilogy Health Services - Willows at Okemos	Okemos	Ingham County	\$ 27,500.00
Turner Electric Service Inc.	Dexter	Washtenaw County	\$ 10,500.00
UIS SCADA	Dexter	Washtenaw County	\$ 82,155.00
Ventra Fowlerville LLC	Fowlerville	Livingston County	\$ 60,000.00
Wardcraft Industries	Spring Arbor	Jackson County	\$ 12,950.00
Westlake Health Campus	Commerce Township	Oakland County	\$ 27,500.00
Whitmore Lake	Whitmore Lake	Washtenaw County	\$ 75,345.00
Wolverine Glass	Dexter	Washtenaw County	\$ 5,900.00

**MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD  
RESOLUTION 22-20**

**A RESOLUTION APPROVING RECEIPT OF GOING PRO TALENT FUNDS AWARDED TO MICHIGAN WORKS! SOUTHEAST FOR THE AMOUNT OF \$3,440,187.00**

WHEREAS, The Michigan Works! Southeast 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 Michigan Works! Southeast Consortium is funded by the United States Department of Labor (USDOL) and the Michigan Department of Labor and Economic Opportunity (LEO), to provide employment training and placement services; and

WHEREAS, The Michigan Works! Southeast 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 "Michigan Works! Southeast"

WHEREAS, Michigan Works! staff have received Going PRO Talent Fund (Talent Fund) applications from local employers; and

WHEREAS, The Talent Fund provides competitive awards for employer responsive training that enhances talent, productivity and employment retention while increasing the quality and competitiveness of Michigan's employers.

**IT IS THEREFORE RESOLVED** the Michigan Works! Southeast Workforce Development Board hereby approves the Going PRO Talent Funds awarded for the time period March 1, 2023 to September 30, 2024 for the estimated amount of \$3,440,187.00.

**BE IT FURTHER RESOLVED** that staff are authorized to negotiate Going PRO Talent Fund contracts as necessary.

**BE IT FURTHER RESOLVED** the Chair of the or their designee is authorized to sign any necessary contract(s) or agreements, as well as any future amendments for monetary and contract language adjustments.

**15. Committee Reports (WDB)**

**a. Board Strategy- Goal 2:** Business Resiliency, Marcus James and Rich Chang  
Goal 5: Board Engagement, Richard Currie

**b. Executive Committee – 2-1-23 & 3-1-23** Informational meeting notes - Sharon Miller



# MWSE! Business Resiliency Update

March 8, 2023

Rich Chang, Sean Duval, Phil Santer, Marcus James, Charlie Penner  
Shamar Herron, Sandy Valance

Items added to Specialized Business Services RFP based on the Goal 2 needs.

- *Serve as lead organization to deepen MWSE relationships with Economic and Business Development partners to provide the types of support needed to **improve business resiliency for identified industry sectors struggling to fully recover from Covid's impact on employment.***
- *The chosen organization will work closely with MWSE Workforce Board **Business Resiliency (Goal2), Industry Sector (Goal1) and Community Outreach/ALICE (Goal3)** committees to determine targeted sectors and employers.*

# Project Goals –

Better run small/medium businesses that will:

- Generate consistent profits
- Not lay people off
- Hire steadily with living wages
- Consistently upgrade skills and earnings
- Adapt to the changing labor and economic markets
- Contribute to a robust, stable local economy

# Project Phases –

- Project Planning
- Data Gathering
- Program Development and Implementation
- Evaluation / Next Steps

## Project Planning and Data Gathering

### WCC Deliverables

- **Complete resiliency gap analysis/needs assessment in Jackson and Washtenaw counties**
- **Convene a Leadership Forum** to identify ways community partners can best address the identified resiliency needs.
- **Align and coordinate initiatives with other MWSE strategic plan committees as needed**
  - **Committee 1 (Industry Sector)** – For existing collaboratives understand if there are “sector” resiliency barriers to be addressed by Committee 2 effort.
  - **Committee 3 (Outreach/ALICE)** – Anticipate that part of resiliency needs will include “resilient” workforce. Springboard for further expanding BRN approach as potential solution for supporting wrap around efforts for the workforce.

### GAAR Deliverables

- For Washtenaw County - **work closely with WCC** to facilitate engagement of medium sized local businesses in discovery sessions
- Provide ED engagement for Washtenaw and Jackson pilots while continuing to provide historic SBS deliverables for all 5 counties

# Questions for Business Leaders

1. As a business owner what do you see as the most pressing challenge(s) for sustaining business profitability going forward? List as many as you are willing to share.
2. What weaknesses within your business or the community were uncovered during the COVID pandemic ?
3. What business strengths surfaced during the pandemic that allowed your business to continue to perform during a time when others were floundering?
4. Are there any specific issues within your local community/region that present challenges to business success?
5. What are the major challenges being faced by your “existing” labor force? What steps if any have you taken to address those challenges? (flex time, remote work, ...)
6. Is the supply of talent a challenge for your company/business? What talent steps have you taken that have been successful? Which talent steps have not been successful?

# Questions for Business Leaders

7. Do you have middle level or above managers within your company who would benefit from General Manager and/or Enterprise Management training if it was provided?
8. Have you completed a vulnerability analysis for your company within the past three (3) years? Would that be of value to you?
9. Do you presently belong to a peer network to share business best practices and/or discuss positive and negative trends potentially impacting your business/industry success? Would such a network be of value to your business?
10. What prioritization do you have for dedicating time for networking and spending time with business peers?
11. Do you have any ongoing business or industry certifications / enterprise systems to assist you with maintaining robust management systems? Do you find that these have (or could have) made your business more resilient?

# Suggestions for data gathering:

- Outsource the information gathering to a data professional, with assistance from chambers, EDOs, and other business-facing organizations to identify potential participants
- Hold leaders' meeting to hear what challenges business leaders are facing post-Covid.
- Possibly look at BRN engaged businesses
- Start conversations with local business leaders – possibly partner with Chambers (BRN discussion), Destination Ann Arbor, Experience Jackson, Fairfoods network, Community Foundations, etc..
- Identify Key Board members to assist with focus groups and follow-up with surveys
- Curate a list of businesses via personal connections and MWSE relationships
- Utilize trusted partners to assist with bringing people to the table
- Clarify which groups to target

EC recommends we should look to piggyback on a partner meeting being held with local business leaders



# Timeline for Deliverables (WCC and GAAR)

- **Project Planning – 1Q23**
  - Timeline, Deliverables, Communications, Oversight / Steering Committee, Costs (software, landing page, communications, etc.)
- **Data Gathering –**
  - Leadership input – 1Q23 (Looking for Feb/March opportunities)
  - Focus Group – 2Q23
  - Survey – 2Q - 3Q23
- **Program Development and Implementation (finalized after Data Gathering)**
  - *Program design and communications strategy 2Q23 (NEW)*
    - “Building Small Business Resiliency (BSBR)”
  - Online Assessment 3Q - 4Q23
    - Select software
    - Draft and test assessment
  - Training 3Q - 4Q23
    - In-person events
    - Online, self-paced
  - 1:1 Counseling (optional?)
    - Video (Zoom?)
    - In-person
- **Evaluation / Next Steps 1Q24 - ongoing**

# Timeline for Deliverables

- First businesses to use BSBR Program – 10/15/23
- Twelve businesses complete BSBR Program – 12/31/23
- Monthly / quarterly participation expectations in 2024 – ???

Michigan Works! Southeast,  
Workforce Development Board  
Executive Committee Meeting Notes  
Informational Meeting  
February 1, 2023, 9:30 am - 11:00 am  
Zoom Meeting – Not in Person

Present:

Rich Chang  
Richard Currie, Vice Chair  
Marcus James  
Sharon Miller, Chair  
Bill Rayl  
Troy Reehl

Absent:

Donald Germann  
Tina Matz  
Grace Trudell

Staff:

Shamar Herron  
Daniel Childs  
Maggie Flaherty

1. Call to order  
The informational meeting began at 9:30 am.
2. Roll Call  
Quorum present for informational meeting.
3. Approval of Agenda  
Not applicable – an informational meeting.
4. Consent Agenda – No Items
5. Going PRO Talent Fund  
Discussion regarding Going PRO Talent Fund awards to Michigan Works! Southeast.
6. Resolutions for Consideration by the Workforce Development Board (WDB)
  - a. A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR ROTH FABRICATING, INC. IN THE AMOUNT OF \$8,475  
No Action. Operations Committee recommends approved. Board action at March 8, 2023 meeting
7. Strategy and Committee Reports
  - a. Strategy Reports - discussed updates.  
Planned Strategy Reports updates at the March 8, 2023 joint board meeting include Business Resiliency and Board Engagement.  
Planning to change the Executive Committee time to 11:30am – 1:00pm for participation by Anne Rennie to report the Strategy 3- Out Reach Improvement.
  - b. Operations Committee, January 23, 2023,  
Marcus James reviewed notes. Discussion
  - c. Career Educational and Advisory Council (CEAC), January 17, 2023
8. Executive Director's Report  
Shamar Herron provided updates.
9. Public Comment
10. Adjournment  
The informational meeting ended at 10:56 am.

Michigan Works! Southeast  
Workforce Development Board  
Executive Committee Meeting Notes  
Informational Meeting  
March 1, 2023, 11:30 am -1:00 pm  
Zoom Meeting – Not in Person

Present:

Rich Chang  
Richard Currie, Vice-Chair  
Donald Germann  
Marcus James  
Tina Matz  
Sharon Miller, Chair  
Bill Rayl  
Troy Reehl

Absent:

Grace Trudell  
Workforce Development Board Member  
Anne Rennie  
Michigan Works! Southeast Staff  
Shamar Herron  
Misty Shulters  
Daniel Childs  
Maggie Flaherty

1. Call to order

The informational meeting was called to order at 10:38 am.

2. Roll Call

Quorum present for informational meeting.

3. Approval of Agenda

No Changes.

4. Consent Agenda – None

5. Resolutions for Consideration by the Workforce Development Board (WDB)

a. WDB RESOLUTION 22-19

A RESOLUTION APPROVING THE YOUNG PROFESSIONALS INITIATIVE FUNDING IN THE AMOUNT OF \$149,197 FOR THE TIMELINE MARCH 1, 2023 THROUGH FEBRUARY 29, 2024

Discussed.

b. WDB RESOLUTION 20-20

A RESOLUTION APPROVING RECEIPT OF GOING PRO TALENT FUNDS AWARDED TO MICHIGAN WORKS! SOUTHEAST FOR THE AMOUNT OF \$3,440,187.00

Discussed.

IWT's to be placed under the Consent Agenda on the March 8, 2023 Board Agenda.

c. WDB RESOLUTION 22-21

A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING FUNDS FOR MARTINREA IN THE AMOUNT OF \$10,500

d. WDB RESOLUTION 22-22

A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING FUNDS FOR PRECISION PROTOTYPE AND MANUFACTURING IN THE AMOUNT OF \$6,000

e. WDB RESOLUTION 22-23

A RESOLUTION APPROVING PY 2022 WIOA INCUMBENT WORKER TRAINING FUNDS FOR BLACK RAVEN ARCHITECTS IN THE AMOUNT OF \$4,445

f. WDB RESOLUTION 22-24

A RESOLUTION APPROVING AN INCUMBENT WORKER TRAINING CONTRACT FOR ALUDYNE IN THE AMOUNT OF \$8,135

6.Strategy and Committee Reports

a. Strategy Report updates by Chairs for Goal 1- Sharon Miller and Bill Rayl; Goal 2-Marcus James and Rich Chang; Goal 3-Annie Rennie and Marcus James; Goal 4-Tina Matz; Goal 5-Richard Currie.

Discussion.

7. Executive Director's Report

Shamar Herron provided updates. Leadership Team members to present during the March 8, 2023 joint board meeting; Michigan Works! Legislative Day March 14-15, 2023 Richard Currie attending representing WDB; NAWB Forum-DC March 25-28, 2022, Rich Chang attending representing WDB. Updates on staffing.

Discussion.

8. Draft March 8, 2023 Agenda for Joint meeting of Michigan Works! Southeast Workforce Development Board and Michigan Works! Southeast Consortium Board Reviewed. Discussion.

Also, Shamar will be emailing individual WDB members for outreach conversation with leadership team members.

9. Public Comment

10.Adjournment

Meeting ended at 12:52 pm.



# Shamar Herron- Executive Director

- Been in this role for 2.5 years
- My focus has been evolving our culture
- I am most proud of the way the Leadership Team has grown in thought and action fairly seamlessly
- I love birding and its getting to be that time of the year



# Shamar Herron- Executive Director

## Key Partnerships

- Federal Bureau of Prisons and Mi LEO on MiCRI (Michigan Citizen Reentry Initiative) or PROWD @ Milan Federal Facility- Employability skill and Social Emotional Education
- LEO- Cooper St CDL training assistance (In the works)
- MEDC- Talent Action Team (TAT) around Electric Vehicle and Mobility employment opportunities for career seekers
- WIN (Workforce Intelligence Network) Several Grant ranging from EV, to Rural Healthcare to MILEAP focused on career advancement for those in distressed rural and urban communities



# Shamar Herron- Executive Director

## What's to Come

- Legislative Day (March 14 & 15) 15+ districts in our region between the House and Senate
- National Association of Workforce Boards Conference in Washington DC (March 24-28)
- Impact Awards in May 10, 2023
- Leadership visit with Dir. Susan Corbin
- Stabilization of Key Roles
- Board Managers Connections



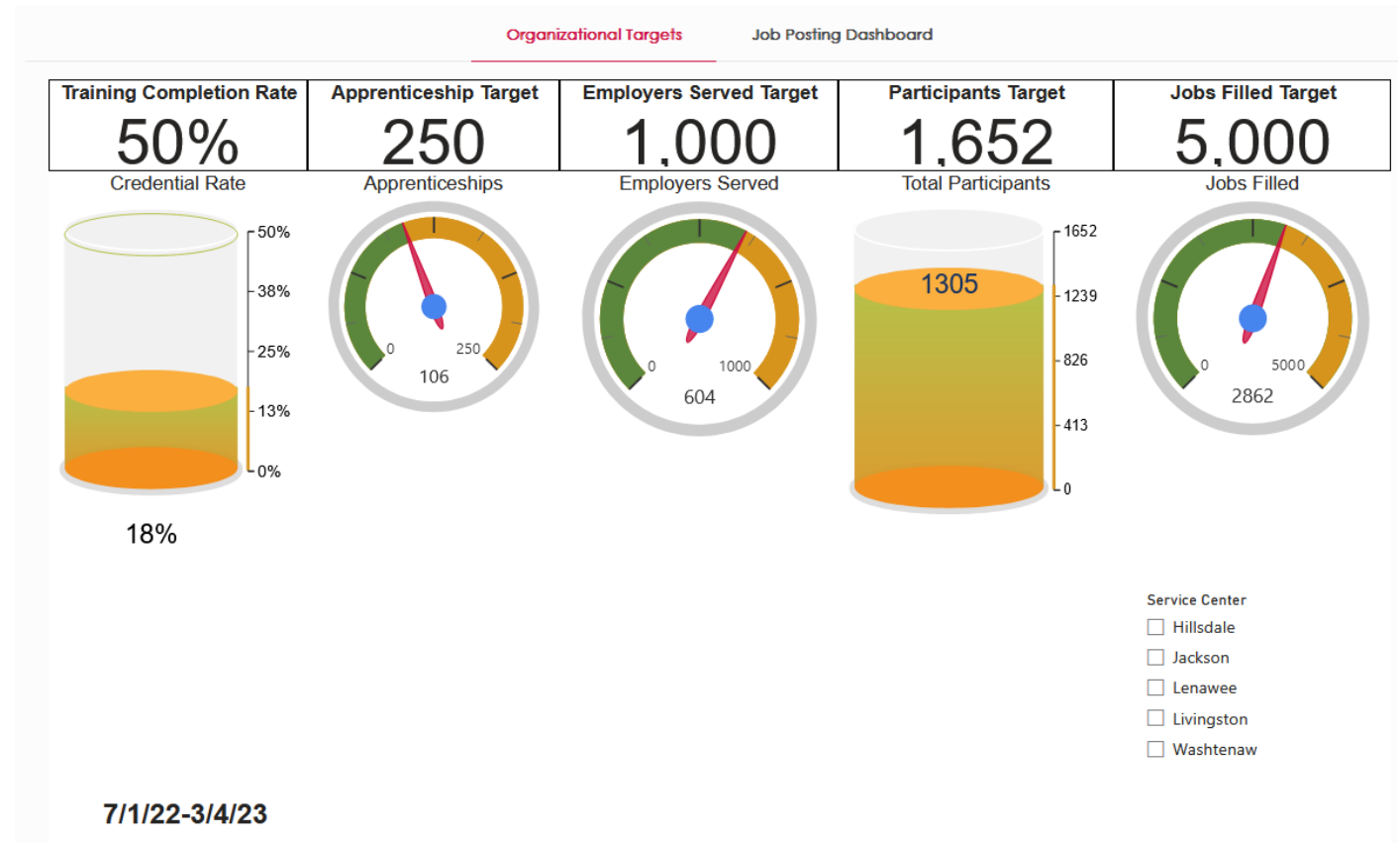


# Misty Shulters – Deputy Director

- Oversee all customer facing programming for the five county region
- Develop and sustain partner relationships that result in innovative workforce solutions

# Misty Shulters – Deputy Director

- Organizational Targets Dashboard

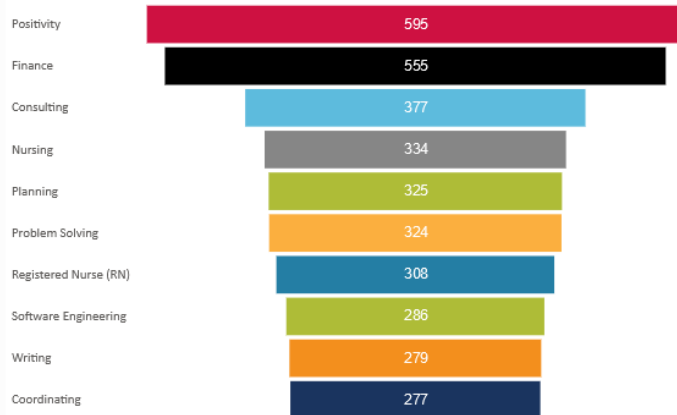


# Misty Shulters – Deputy Director

Organizational Targets

Job Posting Dashboard

### Top 10 Skills Requested



### Top 10 Employers by County

Company	HIL	JAC	LEN	LIV	WAS	Total
University Of Michigan		25		7	1,893	1,925
Trinity Health		0	0	111	794	905
ProMedica	83	14	432	6	81	616
Henry Ford Health System	1	418	5		6	430
KLA					232	232
Black & Veatch					199	199
American Society For Mass Spectrometry					167	167
Deloitte					151	151
State Of Michigan	2	58	13	5	66	144
Beaumont Health					138	138

### Top 10 Occupations by County

Occupation	HIL	JAC	LEN	LIV	WAS	MWSE
Registered Nurses	101	220	543	122	1,033	2,019
Retail Salespersons	29	112	57	233	472	903
First-Line Supervisors of Retail Sales Workers	16	68	43	127	285	539
Fast Food and Counter Workers	8	62	38	140	278	526
Software Developers	0	19	0	12	433	464
Customer Service Representatives	8	82	38	75	227	430
Home Health and Personal Care Aides	2	37	25	74	272	410
Sales Representatives, Wholesale and Manufacturing	4	36	18	62	254	374
Nursing Assistants	7	47	62	48	196	360
Heavy and Tractor-Trailer Truck Drivers	29	44	56	31	159	319

24,276

January Job Postings

22,177

February Job Postings

\$21.50

Median Advertised Wage

#### Service Center

- HIL
- JAC
- LEN
- LIV
- WAS

Data provided by LIGHTCAST

- Job Postings Dashboard



# Misty Shulters – Deputy Director

## Things to come

- Apprenticeship Intermediary Services
- Customer feedback platform
- Grants Dashboard

# Misty Shulters – Deputy Director

*Something about me...*

I love to plan themed birthday parties!





# Misty Shulters – Business Services

- Manages the delivery of business services across the five county region
- Helps facilitate connections between industry and training providers to foster talent pipeline solutions



# Misty Shulters – Business Services

- Growth in our apprenticeship knowledge and services across the team
  - 16 registered DOL apprenticeship programs
  - 100+ individuals engaged in apprenticeship training









# Misty Shulters – Business Services

- Strong Connection to Industry Led Collaboratives
  - Health Career Alliance
  - Chemical Industry
  - Winery Collaborative
  - Michigan Energy Workforce Development Consortium



# Misty Shulters – Business Services

## Things to come

- Internal and external education on preparing for Industry 4.0
- Increase in innovative solutions for employer training needs
- Continued growth in apprenticeship work



# Maggie Flaherty, Administrative Services Manager/Equal Opportunity Officer (EO)

- Ensure quorum for meetings; Assemble background materials-Draft Board Agenda; Send notice of meetings for public view; Communicate with board members; Post meetings minutes on website and send to Michigan Labor & Economic Opportunity/Workforce Development (LEO/WD); Write, Update resolutions that will go to board for approval; Organize space for meetings.
- EO Officer - Responsible for ensuring compliance and non-discrimination in keeping with related laws and regulations.
- Work with Executive Director on special projects.
- “Bigger Picture” of job responsibilities. Responsible for agency’s administrative and management support.
- Project: Completed and received approval from LEO/WD for our Michigan Works! System Plan. The Plan is a guide for the annual documentation and execution of employment, education, and training programs, as well as the transmission of assurances, certifications, and stipulations, mandatory and discretionary, for such programs funded by the WD.
- 36 years of administration in Workforce Development – positions included, Account Executive, Planner, Deputy Director, Project Manager, Chief Administrative Officer.
- Worked in Chicago with Wendy’s International – Account Executive, managed new Store openings. Met and dedicated downtown City Store to Clara Peller the “Where’s the Beef” Lady.



# Kendell Walton, Fiscal Manager

- **Cool/Interesting Facts**

- Detroit Leadership Academy Board Member

- **Responsibilities**

- Management and Oversight of the Consortium and Nonprofit Budgets
- Ensuring the organization is complying with federal, state, local and agency guidelines, policies, procedures, laws and accounting standards.

- **Projects**

- Financial Edge Conversion to Grant Reporting (Completed)
- 2022 FY Audit Update (Current)
- 2024 FY Budget Development (Current)



# Financial Status

2023 FY Qtr. 1 & 2 Combined Expenditures Status & Fiscal Year Forecast

**Account View** – Expenditures are presented by business expense category that is typically used in business.

- Personnel
- Sub Contract
- Travel and Business expenses (Operational)

**Program View** – Expenditures are presented by cluster expense category that is typically used in business.

- Program cluster look from a pooled cost allocation

**Fiscal Year End Forecast** – General guidance on anticipated 2023 FY results.

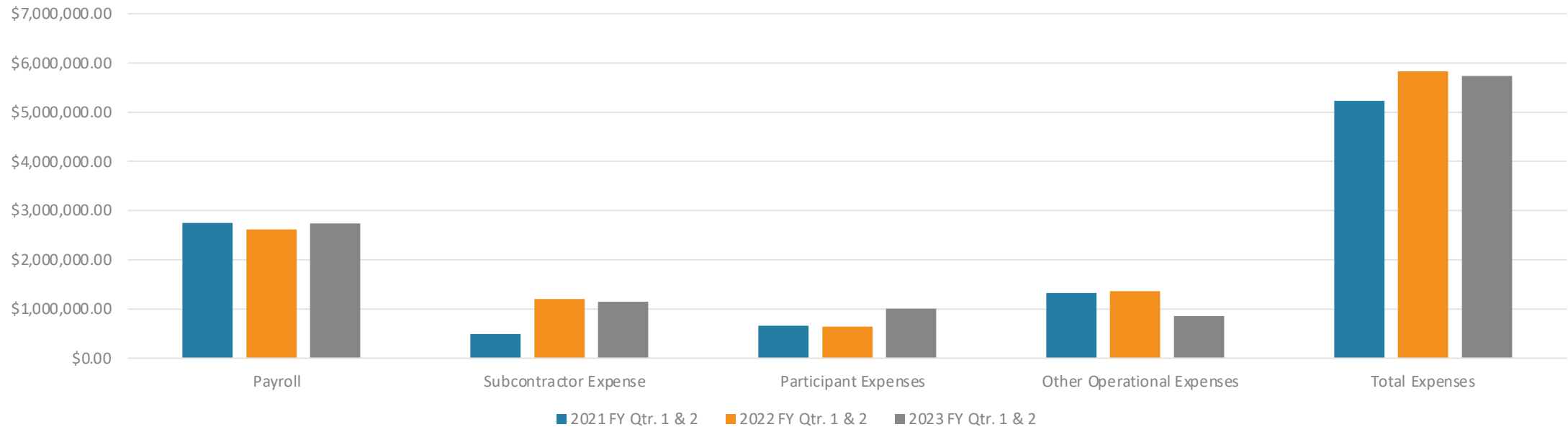


# Financial Status

## Year over year 2022FY versus 2023 FY Account View

- Participation Expenses increased 36%
- Other Operational Expenses decreased 9%

3 Year Comparison. - Qtr. 1 & 2 Expenditures Account View



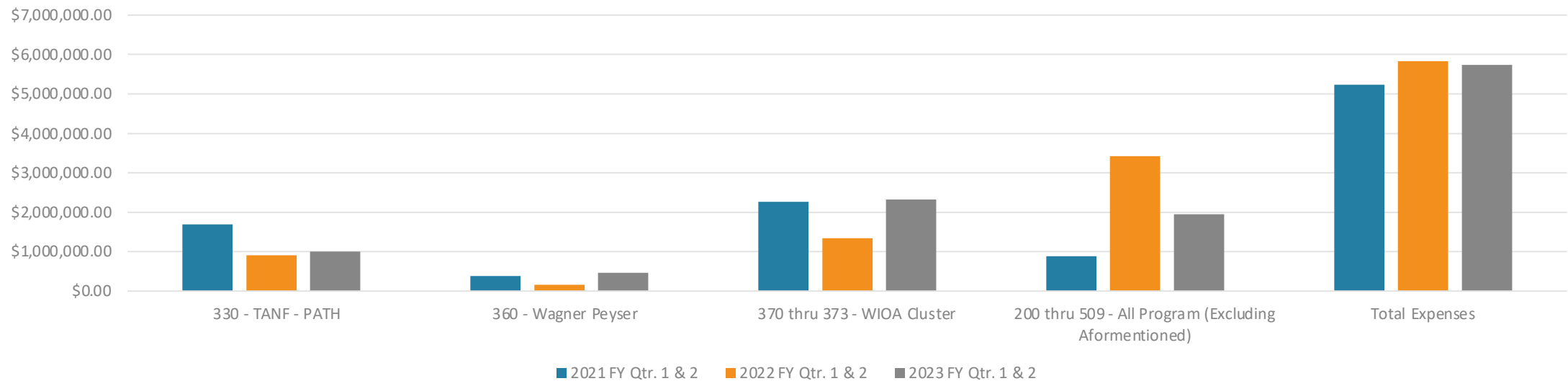


# Financial Status

## Year over year 2022FY versus 2023 FY Program View

- TANF PATH Cluster increase 15%
- WIOA Cluster increase 46%
- All Program decreased 9%

3 Year Comparison. - Qtr. 1 & 2 Expenditures Program View





# Financial Status

- Fiscal Year End Forecast
  - Full Year Expenditure Projection \$12.8M - \$13.5M (10% margin for error)
  - 2023 Washtenaw Job Center Move – Final Cost TBD
  - Budget Amendment – June 2023





## Dawn Awrey Service Center Manager, Livingston County

- My role in the bigger picture: Community Outreach for enrollment referrals. Coach for our Livingston team. Both of these help us reach our Organizational Goals.
- Projects: Our project with the courts is ongoing and we are continuing to find more ways to partner. Newest is with Juvenile Diversion Court. Lunch and Learns are in hopper.



## Dawn Awrey Service Center Manager, Livingston County

- Cool fact about me: I used to work in radio and TV. That experience has helped when having to do presentations, such as the two podcasts we did this past year.
- Proud of: I'm proud of many things with my own work but I'm most proud to be part of the MWSE team because we are made up of fantastic people who genuinely care about helping others. This is evidenced by two recent 5 star Livingston Google reviews!



# Dawn Awrey

## Service Center Manager, Livingston County



**Tommy Darrow**

Local Guide • 132 reviews • 60 photos

★★★★★ 3 days ago

Anna Marie Gonzales is amazing at her job! I had a great experience with MI Works! She helped me get everything done with a efficiency and is just on it. Some people are just good at what they do. She is one of those people!! really recommend coming here if you need help with unemployment



**Livingston County Michigan Works**

Owner



**Ian Biggs**

7 reviews • 0 photos

★★★★★ 1 hour ago

Jen does a phenomenal job in assisting those who are looking for work, or need guidance with unemployment benefits. If you were laid off, or out of a job, and live in the area, I recommend using Michigan Works!



**Livingston County Michigan Works**

Owner



# Angela Watkins Service Center Manager- In Jackson

- My Job is to manage the services that Career Seekers receive at the center. I provide Support to the staff that provide service to Career Seekers.
- State Apprenticeship Expansion Grant.
- Technique Career Fair MLK Center.
- I been employed at Michigan Works for 21 years. I have worked in all 5 of the programs we offer at Michigan Works.



## Ashley Vandebusch- Service Center Manager- Lenawee County

- Service Center Operations | Team Manager
- Michigan Works! Champion | Community Liaison
- Winery Apprenticeship
- Wacker Hiring Event | Inteva RR
- Green team- Lot's of training/ coaching
- Lenawee is home!







## Ashley Vandebusch- Service Center Manager- Lenawee County

- SCM's do a little of everything- that's what makes the job so unique! I ensure my team is compliant, courteous, and content in their jobs. They support the customer- I support them!
- I'm involved in several community groups & serve as the liaison between MWSE Services & community partners. I present on MWSE services daily in some capacity or another and work to connect MWSE with opportunities to service the community.
- Winery apprentice-
- We recently organized / facilitated scheduling for a Hiring event for a local Employer- This resulted in filling over 20 jobs for the employer! We recently organized services/ resources for 150 people being laid off from a local Manufacturer. Focused on helping those individuals get right back into employment / enrolled into our services for assistance.
- 4 of our 5 Career Advisors have been hired on within the last 15 months- lots of training & coaching
- I'm a lifelong Lenawee County resident-HS & college included! I enjoy nature, creative outlets, & spend most of my paychecks at Hobby Lobby.



## Johnny Epps - Service Center Manager- Washtenaw County

- As the Service Center Manager I wear many different hats to ensure the staff have the tools to provide excellent customer service to clients and partners. I also go out in the Community to give the community information on the resources we can provide rather it is in schools, Faith Based organizations, neighborhood meetings, and other places in Washtenaw County.
- One project that we completed recently is partnering with WCC for the Pharmacy Tech bootcamp. We had 7 customers start and 6 completed! They all are now working in pharmacies at Michigan Medicine, CVS, Clark Pharmacy and St. Joseph's Hospital.
- Another project that I am working on is the move of the Washtenaw Service Center.
- A cool fact about me: I played professional basketball overseas and I played in China, Taiwan, Macedonia, Argentina, Brazil, Uruguay, and the Dominican Republic.
- One thing that I am proud of working here at MWSE is helping individuals with expungements.





# Sandy Vallance Service Center Manager Hillsdale County

- Adult Education at Hillsdale County Sheriff office
- Ukraine-Refugees
- Michigan Rehabilitation Services (MRS)
- Hillsdale Area Career Center (HACC) Hiring fair 5/3
- First Hillsdale County Habitat for Humanity home owner
- Tenure-25 years
- Cultural Phun Committee (CPC)
- Diversity, Equity, Inclusion (DEI) Task Force
- Community Action Agency Full Board/Executive /Advisory



## Robin Aldrich – IT Manager

- Responsible for all technology functions, services, devices, equipment, software, user accounts, budget, procurements, for all locations
- Our IT team devotes time to researching in order to bring new technologies/innovations for our team to better assist career seekers, employers, partners, and our communities
- I serve on our Safety Committee, DEI Task Force, Marketing Workgroup, and the MWSE Book Club



## Robin Aldrich – IT Manager

- Successfully migrated from G\*Stars to Prime customer tracking platforms and launched the lead tracking application
- Moved from OneSpan electronic signature app to Adobe Acrobat DC Pro at a 50% cost savings
- Zero clicks in the last six phishing campaigns!
- 94+% participation in quarterly security training
- Currently focusing on Washtenaw Service Center move



## Robin Aldrich – IT Manager

- I joined our organization in March 2015 and LOVE my job at MWSE! I am honored to be a member of such a fine team
- I am most proud of our IT Team. You all know Dan and Tim who so professionally and faithfully assist with our board meetings. Our IT Team does our best to ensure the MWSE team has everything they need to successfully do their jobs each and every day. We achieve this with a positive attitude and cheerful smiles.





# **Pam Gosla, Research & Education Manager and Chad Gibbs, Educational Services Administrator MWSE Adult Education**

We work to help individuals earn secondary credentials. In turn helping them remove a major barrier to employment and career opportunities. Preparing participants with the necessary credentials, preparation and skills to pursue apprenticeship, work experience and employment opportunities.

Additionally, we assist individuals in career aptitude and appropriate career planning while working toward these credentials and beyond. Effort is put toward preparing workers with the academic skill set for employers to provide up-skill training to retain, promote and advance these participants.





# **Pam Gosla, Research & Education Manager and Chad Gibbs, Educational Services Administrator MWSE Adult Education**

We have existing, and are creating more, relationships with K-12 educators to further develop career explorations and employment processes along with identifying and preemptively assisting students prior to their need for secondary credentials. This happens predominately in our JMG programming and MI-Internships as well as additional collaboration efforts.

A MI-Internship cohort will take place this summer with participants from disAbility Connections. These are participants with multiple barriers to employment. The cohort will allow for career exploration and aptitude awareness as well as potential opportunities for work experiences with employers.



# **Pam Gosla, Research & Education Manager and Chad Gibbs, Educational Services Administrator MWSE Adult Education**

We are working toward the development of quick reference material providing informative guidelines and best practices to employers about interactions, maximizing potential and procedural issues for training and employing individuals with disabilities.

Of interest in our personal situation is that one of us is new, excited and ready to take on the opportunity to work at MWSE on the AE team to continue, expand the reach and continually evolve the departments outreach, programming and barrier removing strategies centered around AE. While the other of us is looking forward to resting in retirement after a wonderful career of developing, improving, growing and implementing multiple avenues toward barrier removal and employment for so many through the years.





## Lisa McAllister, Human Resources Manager

### Summary

Develop and execute human resource strategy that supports the overall plan and strategic direction of MWSE

- Talent management
- Compensation and Benefits
- Employee Relations
- Employment Policies
- Ensure a safe, healthy and secure work environment

### HR Impact on MWSE

In order to meet our organizational goals, we need an excellent team. We need to hire and retain the best talent, ensure fair and competitive pay and benefits, resolve issues, ensure a safe work environment, create and maintain a positive culture where team members know they are valued, motivated and engaged.

### Projects

Compensation Study

Increased recruiting

Selected new carrier to provide improved coverage for voluntary health plans

Safety Committee – evacuation plans, Red Cross training

DEI Task Force

Proud of the HR team.

Also proud of the amazing work we do in our communities.



# MWSE Compensation Study

**Project Status – March 8, 2023**

American Society of Employers (ASE) selected

Provided all MWSE job descriptions  
Received benchmark positions for review  
Currently finalizing the benchmark jobs

## **Preliminary Findings:**

Significant discrepancies between MWSE and external market  
On average, MWSE pay rates are 17.5% below market – some positions greater discrepancy  
Will likely recommend revising current step system pay structure to traditional structure

## **Next Steps:**

Competitive salary market analysis  
Update current salary structure  
Structure impact and adjustment recommendations

Lisa McAllister, Human Resources Manager





# Request for Board Action

## 1. Consortium Board

- Requesting the approval of \$58,114.32 for cabling project at new Washtenaw Center
  - Project was procured via RPQ
  - Lowest bid
  - Worked with company for Livingston Center
  - FirstTele Communications (MiDeal Approved)



# Request for Board Action

## 1. Workforce Board

- Hiring of Communications Manager at Step 9 on Compensation Scale
  - Over 25 years of experience in the field
  - Compensation Policy requires Workforce Executive Committee Approval
  - Step 6 is \$63,597 Step 9 is \$68,955
  - Position has been open for over 6 months



# Thank You

