

WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE AMENDED AGENDA

Thursday, August 15, 2024 from 9:00-10:30 a.m.

In-Person Meeting

At the Michigan Works! Service Center, 200 W. Van Buren Street, Battle Creek, MI 49017

Note: Members must attend in-person to participate in voting.

Public Access is available at:

<https://us02web.zoom.us/j/85006765569?pwd=ejVKMldVNGJleWx1R0FCVUthQTlvUT09>

Meeting ID: 850 0676 5569 Passcode: 319734

Or Dial US Toll Free: • 888 475 4499 • 833 548 0276 • 833 548 0282 • 877 853 5257

- I. CALL TO ORDER / INTRODUCTIONS Brian O'Donnell, Vice Chair
- II. TRANSPARENCY & INTEGRITY OF WDB DECISIONS Kathy Olsen
- III. PUBLIC TIME
- IV. MINUTES *(Vote Required)*
 - A. July 18, 2024 WDB Executive Committee Meeting Minutes *(Exhibit A)*
- V. COMMITTEE REPORTS
 - A. No Reports
- VI. NEW BUSINESS
 - A. Plans *(Vote Required)* Amanda Rosenberg
 - 1. AY24 WIOA Adult, Dislocated Worker and Youth Program Allocations for July 1, 2024 through June 30, 2026 *(Exhibit B1)*
 - 2. WIOA Local and Regional 4-Year Plans 2024-2027 *(Exhibit B2)*
 - 3. FY2024 Child Support Navigator Plan *(Exhibit B3)*
 - 4. FY2024 Cycle 2 Going PRO Talent Fund Plan *(Exhibit B4)*
 - B. Inter-Governmental Agreement *(Vote Required)* *(Exhibit C)* Kathy Olsen
 - C. Workforce Development Board *(Vote Required)* Kathy Olsen
 - 1. WDB Bylaws *(Exhibit D)*
 - 2. WDB Renewal Appointments - Non Private Sector *(Exhibit E)*
- VII. STAFF REPORTS
 - A. Business Services Update, Dashboard *(Exhibit F)* and Lightcast Data Analytics *(Exhibit G)* Ashley Iovieno
 - B. Operations Update & Dashboard *(Exhibit H)* Amy Meyers
 - C. Directors Report Jakki Bungart-Bibb

VIII. OLD BUSINESS

IX. PUBLIC TIME

X. MEMBERS' TIME

XI. UPCOMING MEETINGS

- A. Full Workforce Development Board – Thursday, September 19, 2024 (9:00-10:30 am)
At the Three Rivers Chamber, 1116 N. Main Street, Three Rivers, MI 49093
- B. Executive Committee – Thursday, October 17, 2024 (9:00-10:30 am)
At the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, MI 49007
- C. Career Educational Advisory Council (CEAC) – Thursday, September 12, 2024 (1:00-3:00 pm)
At Upjohn Institute, 300 S Westnedge Ave, Kalamazoo, MI 49007
- D. Disability Awareness Resource Team (DART) – Tuesday, September 17, 2024 (2:00-4:00 pm)
At Upjohn Institute, 300 S Westnedge Ave, Kalamazoo, MI 49007
- E. Monitoring & Evaluation Committee –Thursday, October 24, 2024 (8:00-9:30 am)
Location TBD

XII. ADJOURNMENT

Brian O'Donnell, Vice Chair

**Workforce Development Board
 Executive Committee Meeting Minutes
 July 18, 2024**

CALL TO ORDER: Workforce Development Board Chair, Jackie Murray, called the meeting to order at 9:00 a.m. at the Upjohn Institute, 300 S. Westnedge Avenue, Kalamazoo, Michigan.

INTRODUCTIONS: Individuals attending in-person introduced themselves and Kathy Olsen introduced individuals attending virtually.

WDB Members Present:

Morris Applebey (Labor)	Kris Jenkins (Educ)*	Frank Tecumseh (PS)*
Lisa Godfrey (PS)*	David Maurer (PS)*	
Randall Hazelbaker (PS)*	Jackie Murray (PS)*	* Exec Committee
Jeff Heppler (PS)	Brian O'Donnell (PS)*	

WDB Executive Committee Members Absent

None

Center for Workforce Innovation and Solutions / Michigan Works! Southwest Staff Present:

Jakki Bungart-Bibb (MWSW)	Amy Meyers (MWSW)	Amanda Rosenberg (MWSW)
Ashley Iovieno (MWSW)	Kathy Olsen (MWSW)	

Guests Present

Rep. Julie Rogers	Amanda Sutherland (KRESA) ^v	^v Attended virtually
Kristine Stevens (GOCC)		

MOMENT OF REFLECTION

Chair Jackie Murray took a moment for attendees to reflect on the heavy times that the country is going through considering the events of the past weekend.

TRANSPARENCY & INTEGRITY OF WDB DECISIONS

Kathy Olsen asked members present if there were any items on the agenda for which a conflict of interest or a potential conflict of interest exists; and if so, the conflict should be declared at this time. There were none.

PUBLIC TIME

Representative Julie Rogers reported the State of Michigan budget was passed on time. She reflected on legislation that included addressing transportation and childcare barriers that were identified through workforce development data as two of the top barriers that citizens face. She shared information regarding House Bill 4491 that is currently waiting for a vote in the House that would provide tax credits for the purchase of e-bikes. She also reported on Healthy Kids RX legislation that is waiting for the Governor's signature. Healthy Kids RX was piloted in Flint and is being expanded to Saginaw, Detroit, and Kalamazoo. The legislation includes \$20 million for direct cash payments to pregnant mothers at six months of their pregnancy through the child's first year. Lastly, she announced her upcoming coffee hour and invited members to attend; it will be held July 19, 2024 from 9-10 a.m. at Milham Park.

APPROVAL OF MINUTES (Exhibit A)

Motion made by Kris Jenkins and supported by Brian O'Donnell to approve the May 16, 2024 Full Board quarterly meeting minutes. Motion carried.

COMMITTEE REPORTS

Monitoring and Evaluation Committee

Brian O'Donnell reported the Monitoring and Evaluation Committee met in March, May, and June to review programs and services.

March - Youth programs and services that included the Workforce Innovation and Opportunity Act (WIOA) Youth, Jobs for Michigan's Graduates (JMG), Young Professionals (YP), and Integrated Education and Training (IET) programs - Three participants met with the committee to share their experiences. They reported that MWSW staff assisted with creating resumes and cover letters, referrals to financial literacy classes, and applying for financial aid. A suggestion for improvement was more help with understanding "adulting", including such things as taxes, attending college, and living on their own. One participant also suggested that being connected to a job that was closer to her home would have been helpful. Youth Program staff gave a presentation that included highlights from this program year and their future plans. This past November, an Outreach and Enrollment Team was onboarded and after extensive training, the responsibility of program outreach was transferred to this team. The presentation ended with the introduction of a newly created Career Roadmap tool that will be used to strengthen coaching for youth participants. The meeting ended with a discussion regarding outreach and services for the Latino population.

Outcomes – There were no *Data Validation* findings. *Corrective Actions* were made to ensure all that signed receipts are included in the participant files; and that Integrated Education and Training (IET) processes and procedures are updated to ensure appropriate documentation is obtained and completed, and that IET information is entered into the One-Stop Management Information System (OSMIS). An *Administrative Recommendation* was made to ensure marketing and outreach materials comply with contract requirements related to the identification and use of the Michigan Works! Southwest logo on materials funded in part or in whole with state and/or federal funds. A *Continuous Improvement* recommendation was made to enhance communication and case management strategies to ensure participants receive high quality customer service.

May - PATH (*Partnership. Accountability. Training. Hope.*) and FAE&T (*Food Assistance Employment and Training Programs and Services*) – One participant, referred to the program from the Department of Health and Human Services, met with the committee and reported that she has had many opportunities to engage in various work-readiness activities. She received a variety of services including a referral to Goodwill, for financial literacy, as well as support services and resume assistance from Michigan Works! Southwest. Through her job search, she found employment. The program staff presentation included data pertaining to barriers addressed, engagement with customers, supportive services, and staff training. Program staff shared that their efforts to improve would include implementing enhanced training and evaluation of the current internal monitoring processes. The meeting concluded with a discussion with MWSW administrative staff. A 10% monthly review will be completed by program staff and the hope is that these reviews will both strengthen program staff's knowledge of program requirements and standards and address the multiple ongoing issues. MWSW administrative staff will continue to support program staff in efforts to improve monitoring outcomes and support their training needs.

Outcomes – There were three *Continued Corrective Actions*, which were to enhance PATH processes and procedures related to the accuracy of acceptable documentation, and the calculating and inputting of participation hours to ensure that documentation aligns with program requirements and reported outcomes; to enhance internal PATH monitoring procedures to ensure an effective internal monitoring process is in place that better ensures the validity and accuracy of participant information and its compliance with program requirements; and to ensure PATH ISS outcomes, including those related to the Employment Goal, Assessments, and Action Plan, and subsequent updates are entered into OSMIS for all participants. An additional *Corrective Action* was required to strengthen file management practices to ensure required documentation is present in all files and file structure standards are being met. *Administrative Recommendations* were made for continued enhancement of FAE&T case management processes and procedures to ensure alignment with program guidance and internal standards; and to enhance strategies to increase the diversity of PATH activity engagement for participants. *Continuous Improvement* is required to ensure assignments during AEP are meaningful in preparing participants to engage in PATH and to enhance communication and case management

strategies to ensure participants receive high quality customer service and that this contact is accurately reflected in case notes.

June - *GEMS, the non-custodial parent program (Gain Employment, Maintain Support), and BRES (Barrier Removal Employment Success)* - Two participants met with the committee, one was still seeking employment and the other was employed but had a long-term goal of opening a car detailing business. The program staff presentation included a summary of the GEMS program, which began in March 2021, and participant feedback. Program staff highlighted that the GEMS program has been featured twice on the National Office of Child Support Enforcement’s website as a best practice. They also highlighted a partnership with the Employer Resource Network® to provide BRES supportive services. It was noted that BRES funding ends September 30, 2024.

Outcomes - There was no *Corrective Action*. An *Administrative Recommendation* was made, specific to GEMS, to strengthen processes to ensure the files contain all required, current, and pertinent information and documentation. *Continuous Improvement* was required for both BRES and GEMS, for the development and enhancement of processes and procedures to ensure case notes clearly document the many aspects of each participant’s engagement with the programs; and to ensure BRES forms are completed in alignment with documentation standards.

NEW BUSINESS

Agreements (*Exhibits B1 and B2*)

Amanda Rosenberg reported on the execution of an amendment updating the Workforce Development Agreement, which is commonly referred to as the County Contract. The purpose of this Agreement is to establish the relationship between Kalamazoo County and the Upjohn Institute for the program administration and fiscal management of the four-county workforce development system. This Agreement is renewed every two years, with an annual modification. Program Year 2024 is a modification year. As outlined on the plan document included in the agenda packet, the funding levels currently planned for the 2024 Program Year beginning July 1, 2024, is estimated at \$8,577,152. This estimation is based on the information available through draft policies, and projections using the previous year’s allocations. The budget will be updated at the end of the year to reflect actuals. The Agreement also includes budget modification for the 2023 Program Year that ended June 30, 2024, which has been updated to reflect an actual budget of \$14,670,868.

Plans (*Exhibits C1 through C6*)

Amanda Rosenberg requested Board consideration and approval of six workforce development plans included as Exhibits C1 through C6 in the agenda packets. The plans included the following: (1) **Michigan Reconnect Targeted Outreach Plan** as described in *Exhibit C1*; (2) **AY2024 Wagner-Peyser Employment Services Plan** as described in *Exhibit C2*; (3) **AY2024 WIOA Statewide Activities Funding for PY2024 High Concentrations of WIOA Eligible Youth Plan** as described in *Exhibit C3*; (4) **AY2024 WIOA Statewide Activities Funding for Career Exploration and Experience Events Plan** as described in *Exhibit C4*; (5) **AY2024 WIOA Statewide Activities Funding for Customer Relations Management Plan** as described in *Exhibit C5*; and (6) **AY2024 WIOA Statewide Activities Funding for Capacity Building Plan** as described in *Exhibit C6*. Admin staff answered questions pertaining to the performance negotiation process, funding changes, and carryover.

Motion made by Kris Jenkins and supported by Brian O’Donnell to approve the six plans which included Michigan Reconnect Targeted Outreach, AY2024 Wagner-Peyser Employment Services, AY2024 WIOA Statewide Activities Funding for PY2024 High Concentrations of WIOA Eligible Youth, AY2024 WIOA Statewide Activities Funding for Career Exploration and Experience Events, AY2024 WIOA Statewide Activities Funding for Customer Relations Management, and AY2024 WIOA Statewide Activities Funding for Capacity Building. Motion carried.

Announcements

WIOA Title II Adult Education - Amy Meyers thanked Workforce Development Board members who assisted in reviewing the WIOA Title II, Adult Education and Family Literacy Act (AEFLA) applications. The local board was not scoring or approving the applications, but rather reviewing the applications to determine whether the application

was consistent with the local workforce plan. There were seven applications submitted for the Michigan Works! Southwest area. Results submitted included the following:

Five applications were rated as *moderately aligned*. They included: Sturgis Public Schools - St. Joseph County Adult Education corrections services; Sturgis Public Schools - St. Joseph County Adult Education for instructional services; Battle Creek Public Schools for corrections services; Kalamazoo Public Schools - Kalamazoo Adult Education for corrections services; and Kalamazoo Public Schools - Kalamazoo Adult Education for instructional services. One application from Kalamazoo Public Schools - Kalamazoo Adult Education for IELCE services was determined to be *highly aligned*; and one application from Battle Creek Public Schools for instructional services was determined to have *little or no alignment*. An announcement from the State of Michigan regarding the final adult education awards is pending.

Posting of WIOA Four-Year Local and Regional Plans - Amanda Rosenberg reported Kathy Olsen sent emails on July 3, 2024 to Workforce Development Board members and workforce partners announcing the posting of the Region 8 Plan and the Michigan Works! Southwest Local Plan for Program Years 2024-2027. She reminded attendees that the plans are available on the Michigan Works! Southwest website for public comment until the end of the day, Friday, August 2, 2024.

STAFF REPORTS

Business Solutions Update and Dashboard (*Exhibits D & E*)

Ashley Iovieno provided a Business Solutions update that included apprenticeships, unemployment rates, job demand, the Going PRO Talent Fund (GPTF), employers served, the Labor Market Newsletter, and training and funding pertaining to the Talent Action Team (TAT).

Ms. Iovieno reported that Michigan Works! Southwest has been designated as an official intermediary for apprenticeships and is now able to hold standards for employers and programs. This will be a beneficial service that can be offered to employers who want to be a part of an apprenticeship training program but are concerned about the administrative components. The first program that Michigan Works! Southwest is holding standards for is an MRI Apprenticeship with Bronson Healthcare.

She also announced that as of June 30, the State Apprenticeship Expansion grant ended with 172 youth apprentices being served at 27 companies, as noted on page 2 of the Employer Dashboard (*Exhibit D*) and all grant dollars were spent. The goal was 176 apprentices. She then shared a quote from an employer. Unemployment rates for May 2024 were also reported on page 2 of the Dashboard. The Dashboard now includes multiple pages to reflect the Going PRO Talent Fund (GPTF) data. Page 3 shows the results for FY23 Employer Led Collaboratives (ELCs), page 4 included data for FY24 Cycle 1, page 5 included data for FY24 Cycle 2, and page 6 included data for FY24 ELCs. She reported the awards for FY24 Cycle 2 were announced at the end of June, and the MW! Southwest area received 15 awards for a total of almost \$700,000. It was also announced in June that two ELC's were awarded funding. One ELC is focused on three employers located in Battle Creek and the other is a 2.0 version of an Albion ELC that includes 7 companies. Page 7 of the dashboard highlighted the number of employers served and services provided as of June 2024.

The most recent Lightcast reports (*Exhibit E*) were included as a link in the agenda packet email sent out prior to the meeting. She noted that for the Michigan Works! Southwest area, healthcare careers remained the top occupations along with fast food positions and the employers' job postings match this. There were 413 unique job postings in the area and positions requiring a high school diploma or GED were the highest number of postings. The Lightcast reports included a data report for all of region 8, a data report for the Michigan Works! Southwest area, and a data report for each of the counties within the MW! Southwest area.

The July edition of the Labor Market Newsletter has been sent to the emails of individuals who subscribe. This month the Data Spotlight is on Inflation in the Detroit Metro Area and how it rose 3.4% since June of 2023.

Ms. Iovieno provided an update on the Ford project relative to Talent Action Team funding. For the last few months, staff have been making plans for not only the Ford plant that is expected to open in Albion, but also to support the surrounding employers in the area. To support this, a small planning group of area partners have been meeting to discuss progress and make future plans for training. She also shared information regarding a recent trip to Stanton Tennessee, to attend the ribbon cutting for the new Tennessee College of Applied Technology (TCAT) facility which is located across the road from the Ford Blue Oval City which will house 6,000 jobs. Staff also visited two American Job Centers, the equivalent of a Michigan Works! Service Center. This trip provided a snapshot of the types of training provided to not only meet Ford's needs, but also the surrounding community. Staff continue to host the monthly local partner meetings to make additional plans for training and recruitment assistance.

Operations Update and Dashboard (*Exhibit F*)

For the Operations Report, Amy Meyers focused on explaining the performance measures for the Workforce Innovation and Opportunity Act (WIOA) which were displayed on slide 4 of the Services Dashboard (*Exhibit F*). She explained that for the WIOA Title I and III programs which are reflected on the grid, performance failures for a Program Year occur when any of the following is not met:

- Any Individual Program Score (the columns labeled matrix score) falls below 50 percent.
- Any Overall Program Score (the row across the bottom) falls below 90 percent.
- Any Overall Measure Score (the column to the far right) falls below 90 percent.

Regarding the color coding on the grid displayed on the dashboard:

- Green reflects actual performance when the average indicator/program score is at 90% or above.
- Yellow reflects actual performance when it is at or above 50% and below 90%.
- Red reflects actual performance when it is below 50%. Red also would reflect if the average indicator/program score (the far right column and the bottom row) are below 90%.

Based on the information reflected on the chart included in this month's Services Dashboard, there are no performance failures for the Michigan Works! Southwest area for this past program year. She noted that this is not the final data for the program year that ended June 30, 2024, and staff are anticipating final numbers to be ready by the end of this month.

Ms. Meyers also shared exciting information regarding awards that will be presented at the upcoming Michigan Works! Association's Annual Conference.

Employer of the Year - Duncan Aviation was selected as Employer of the Year. This award highlights a private sector employer that, in partnership with a Michigan Works! Agency, goes beyond the call of duty, continuously contributes to local job-placement and promotes education to maintain a skilled workforce. We are honored to have representation from Duncan on the Michigan Works! Southwest Workforce Development Board. She then shared highlights from their nomination which were:

- Duncan has proven to be a champion employer committed to job quality in Southwest Michigan.
- Talent development is demonstrated through representation on, and extensive engagement with, the WDB and involvement in community initiatives.
- A variety of career exploration strategies are utilized to support Duncan's efforts in talent development, including a [video](#) created in partnership with MWSW, highlighting careers in IT at Duncan, participation in industry tours for students, and utilization of a flight simulator at MiCareerQuest™ and Manufacturing Day events to showcase the aviation industry.
- Duncan's relentless commitment to employee retention is demonstrated through their engagement in the Employer Resource Network® (ERN®) helping employees navigate barriers affecting their work and its [investment in Pulse childcare initiatives](#) to address the childcare crisis.

Volunteer of the Year - John Kerr from DENSO Manufacturing was selected as the Volunteer of the Year. This award pays tribute to an individual from the private sector who is dedicated to the growth and promotion of Michigan Works!. John Kerr was nominated by Oakland County MW! in partnership with MW! Southwest, as DENSO (and John) have a presence in and commitment to both areas. As the Senior Manager of Government Affairs at DENSO, John

- leads relationships with government officials and manages political affairs at the state and local levels, with a strong focus on economic development, workforce development, and the automotive industry. In his role, John supports and manages economic development incentives and creative funding strategies to leverage investment and retention efforts.
- is a champion of the Going PRO Talent Fund, Registered Apprenticeships, workforce training, and a fierce supporter of the Michigan Works! system.
- ensures that DENSO is highly engaged at both their Battle Creek and Southfield locations, establishing innovative partnerships with Michigan Works! Southwest and Oakland County Michigan Works!

Board of Excellence - Lastly, Ms. Meyers offered her congratulations to Board members on being selected as the Board of Excellence for the year! She thanked members for their service and noted that the Board of Excellence award honors a Michigan Works! Agency Workforce Development Board that exemplifies leadership and teamwork; as well as also being locally responsive, demand driven, strategic, innovative, and collaborative. In the nomination submitted, it was highlighted that:

- The Board has a proven commitment to excellence and to the success of each employer and job seeker in the communities served as reflected through members' proactive engagement in workforce development.
- With a combined total of nearly 215 years of service, Board members are engaged throughout the local board structure through participation on numerous committees.
- Economic updates, local employers, community relationships, and best practices are highlighted at quarterly meetings.
- Many Board members are also active in their local communities, leveraging the work of the WDB and investing their time working on workforce and economic development initiatives.
- The WDB recognizes that successful workforce development strategies include more than employment, and in alignment, actively support special initiatives and pilot programs such as GEMS, Neighborhood Employment HUBs, the Job Quality Academy, and apprenticeship expansion.
- Supporting the group's continuous improvement mindset, sharing successes and best practices, legislative advocacy, and local, state, and national presentations are priorities of the Board.

Director's Report (*Exhibit G*)

Jakki Bungart-Bibb also offered her congratulations to the Board and thanked members for all they do to support workforce development. She stated that MW! Southwest has received awards in the past; however, this is the first time that three of the six awards will be presented to MW! Southwest. She added that she is proud of the innovative mindset of the Board that has allowed MW! Southwest to try things to enhance services. Ms. Bibb encouraged members to attend and announced that the conference is scheduled for September 8-10, 2024 in Traverse City and the awards will be presented the morning of September 10. Amanda Sutherland, who was attending the meeting virtually, added that she is proud of Michigan Works! Southwest and that Kalamazoo RESA/Youth Services will be sending staff to the conference.

Ms. Bibb distributed a written Director's Report (*Exhibit G*) which was also emailed to members prior to the meeting and posted on the MWSW website. Topics covered in the report included the State of Michigan's Community and Workers Economic Transition Office, the State Budget, and WIOA Reauthorization. Housed within Michigan's Department of Labor and Economic Opportunity (MI LEO), the Transition Office was created to develop proactive strategies as the state shifts to high tech advancements. A roundtable, the tenth in a series, was held in Kalamazoo on July 15, 2024, to introduce this office to the community and discuss how to help individuals in Michigan benefit from transitions in the auto and energy sectors. Once the series of community roundtables are completed, this office will

Appropriation Year (AY) 2024 Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker (DW), and Youth Program Allocations for the Time Period of July 1, 2024 through June 30, 2026

PI: 24-22

Allocations

Michigan Works! Southwest has been allocated the following Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth Services funding for AY2024 (July 1, 2024 through June 30, 2026):

- Adult: \$1,479,049 (\$632,219; a decrease from the AY2023 allocation)
- Dislocated Worker: \$852,463 (\$129,990; an increase from the AY2023 allocation)
- Youth: \$1,744,767 (\$745,758; a decrease from the AY2023 allocation)

Workforce Development Services

Services to Adult and Dislocated Worker participants incorporate the following resources, depending on individual needs:

Basic Career Services

- Initial assessment of skills and abilities
- Labor market information
- Job search assistance
- Career information and resources
- Job development assistance
- Employability skills workshops
- Orientation to information and services available through the One-Stop system

Individualized Career Services

- Short-term pre-vocational services
- Group counseling
- Individual counseling
- Career planning (case management) services
- Comprehensive assessments
- Workforce preparation activities
- Advanced job search assistance

Training Services

- Occupational skill training
- On-the-Job training
- Registered apprenticeships
- Job readiness training
- Customized training
- Skill upgrading and re-training
- Incumbent Worker Training

Services to Youth participants vary based on individual needs, as the program incorporates strategies that consider differing needs of in school youth (ages 14-21) and out of school youth (ages 16-24). Services that are required to be made available to participants include the basic career services listed above, along with the following:

- Tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies.
- Alternative secondary school services or dropout recovery services.
- Paid and unpaid work experiences.
- Occupational skills training.
- Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster.

Youth Services continued

- Leadership development opportunities.
- Supportive services.
- Adult mentoring for the period of participation and subsequent period, for a total of not less than 12 months.
- Follow-up services.
- Comprehensive guidance and counseling.
- Financial literacy education.
- Entrepreneurial skills training.
- Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career counseling and career exploration services.
- Activities that help youth prepare for and transition to postsecondary education and training.

Notes on Youth funding:

- At least fifty percent of expenditures for youth will be invested in out-of-school youth.
- At least twenty percent of youth funds must be spent on work experience.

PY2023 Performance Measures

<u>Adult</u>	
Employment Rate 2 nd Quarter after Exit	88.60%
Employment Rate 4 th Quarter after Exit	83.60%
Median Earnings 2 nd Quarter after Exit	\$6,506
Credential Attainment within 4 Quarters after Exit	80.70%
Measurable Skills Gain	65.10%
<u>Dislocated Worker</u>	
Employment Rate 2 nd Quarter after Exit	90.10%
Employment Rate 4 th Quarter after Exit	89.40%
Median Earnings 2 nd Quarter after Exit	\$8,505
Credential Attainment within 4 Quarters after Exit	78.30%
Measurable Skills Gain	67.60%
<u>Youth</u>	
Employment or Placement Rate 2 nd Quarter after Exit	80.60%
Employment or Placement Rate 4 th Quarter after Exit	72.80%
Median Earnings 2 nd Quarter After Exit	\$3,660
Credential Attainment within 4 Quarters after Exit	71.40%
Measurable Skills Gain	33.30%
<u>Other</u>	
Effectiveness in Serving Employers	Baseline

Funding Summary

Adult

Funding Category	Funding Level
Total Allocation	\$1,479,049
Administration	\$147,904
Program	\$1,331,145

Source: AY2024 Allocations, PI: 24-22

Dislocated Worker

Funding Category	Funding Level
Total Allocation	\$852,463
Administration	\$85,246
Program	\$767,217

Source: AY2024 Allocations, PI: 24-22

Youth

Funding Category	Funding Level
Total Allocation	\$1,744,767
Administration	\$174,476
Program	\$1,570,291

Source: AY2024 Allocations, PI:24-22

Technical Information

Program Title/Number	Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker (DW), and Youth Program Allocations for Allocation Year (AY) 2024, the Time Period of July 1, 2024 through June 30, 2026; PI:24-22
Funding Source	Workforce Innovation and Opportunity Act (WIOA)
Funding Level	Adult: \$1,479,049 Dislocated Worker: \$852,463 Youth: \$1,744,767
Duration	July 1, 2024 – June 30, 2026
Reference	Department of Labor and Economic Opportunity PI: 24-22 (August 1, 2024)
CFDA Number	17.259 (Youth) and 17.258 (Adult) and 17.278 (Dislocated Worker)



The Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans for Program Years (PYs) 2024 through 2027 Policy Issuance: 24-13

Background

The WIOA Section 106(c) states local Workforce Development Boards (WDBs) and Chief Elected Officials (CEOs) are required to engage in a regional planning process that results in the development of a Regional Plan. Further, Section 108(a) states each local WDB is also responsible for developing a Local Plan.

In addition, per the WIOA, states are required to identify planning regions. In Michigan, the Prosperity Regions fulfill this requirement. Further, the WIOA requires the Governor to designate local workforce development areas within the state for the purposes of the WIOA. Planning regions provide an opportunity for local areas to collaborate more formally within the larger regional economy, and per the WIOA Proposed Rules, the purpose of identifying planning regions is to align workforce development activities and resources with larger regional economic development areas and available resources to provide coordinated and efficient services to both jobseekers and employers. Local and regional plans outlining these planning processes are required to be submitted to the State of Michigan.

Michigan Works! Southwest Local Plan

The Michigan Works! Southwest Local Plan serves as a four-year action plan to develop, align, and integrate service delivery strategies and to support the State's vision and strategic and operational goals. The Michigan Works! Southwest Local Plan sets forth the strategy to:

- Direct investments in economic, education, and workforce training programs to focus on providing relevant education and training to ensure that individuals, including youth and individuals with barriers to employment, have the skills to compete in the job market and that employers have a ready supply of skilled workers;
- Apply job-driven strategies in the one-stop system; and
- Enable economic, education, and workforce partners to build a skilled workforce through innovation in, and alignment of, employment, training, and education programs.

The proposed Michigan Works! Southwest Local Plan includes the following required elements:

- The regional analysis prepared as part of the Regional Plan.
- A description of the local board's strategic vision and goals for preparing an educated and skilled workforce (including youth and individuals with barriers to employment), which includes goals relating to performance accountability measures based on primary indicators of performance as described in the WIOA Section 116(b)(2)(A) in order to support regional economic growth and economic self-sufficiency. Expected performance levels may be used to evaluate outcomes until such time as formal performance goals are established. Performance measures are designated as a

baseline where it is unlikely that adequate data exists to make a reasonable determination of an expected level of performance. Such designations vary across the core programs.

- WIOA Title I – Adult, Dislocated Worker, and Youth
 - Employment Second Quarter After Exit
 - Employment Fourth Quarter After Exit
 - Median Earnings Second Quarter After Exit
 - Measurable Skill Gains
 - Credential Attainment Rate
 - Effectiveness in Serving Employers (baseline)

- WIOA Title III – Wagner-Peyser
 - Employment Second Quarter After Exit
 - Employment Fourth Quarter After Exit
 - Median Earnings Second Quarter After Exit
 - Effectiveness in Serving Employers (baseline)

- A description of the Michigan Works! Southwest Workforce Development Board’s strategy to align local resources, required partners, and entities that carry out core programs to achieve the strategic vision and goals.
- A description of the workforce development system in the four-county area of Branch, Calhoun, Kalamazoo and St. Joseph.
- A description of how the Michigan Works! Southwest Workforce Development Board, working with the entities carrying out core programs, will potentially expand access to employment, training, education, and supportive services for eligible individuals; facilitate the development of career pathways and co-enrollment in core programs; and improve access to activities leading to a recognized postsecondary credential.
- A description of the strategies and services that will be used in the four-county area to facilitate engagement of employers in workforce development programs and improve coordination between workforce development programs and economic development.
- A description of the one-stop delivery system in the four-county area.
- A description of coordination of WIOA Title I workforce investment activities with the provision of transportation and other appropriate supportive services in the local area.
- A description of how the Michigan Works! Southwest Workforce Development Board will coordinate relevant secondary and post-secondary education programs and activities with education and workforce investment activities to coordinate strategies, enhance services, and avoid duplication of services.
- A description of coordination of WIOA Title I workforce investment activities with adult education and literacy activities under the WIOA Title II.
- A description of training services in the Michigan Works! Southwest area.
- A description of the actions the Michigan Works! Southwest Workforce Development Board will take toward becoming and/or remaining a high-performing board, including effectiveness and continuous improvement criteria the board will implement to assess their one-stop centers, a description of the

allocation of one-stop center infrastructure funds, and a description of the roles and contributions of one-stop partners, including cost allocation.

Prosperity Region 8 Regional Plan

The proposed Regional Plan includes the following required elements:

- The planning process utilized for the compilation of the plan, including partnership and planning with Berrien, Cass, Van Buren Michigan Works!
- A thorough analysis of regional labor market data and economic conditions of Region 8.
- A description of regional service strategies with a priority on regional planning efforts amongst all partners and focusing on regional education and training needs.
- A description of plans for development, expansion and implementation of sector initiatives, including the potential expansion of the existing Healthcare and Manufacturing Consortiums, and potential development of other in demand sectors in Region 8.
- Administrative cost arrangements for regional allocations of funding.
- Coordination of transportation and other support services and the potential plans for future coordination.
- Coordination of workforce development, economic development, training and business, as well as opportunity for further future enhancements of coordinated regional service delivery throughout Region 8.
- Performance measures and accountability systems for these measures throughout the Region, as outlined in the WIOA and negotiated with the Governor.

Duration and Modifications

During the four-year lifecycle of the Regional and Local Plans, local areas may be required to submit annual modifications to the Plans as changes in regional and local conditions necessitate, and as LEO determines necessary.

At a minimum, modifications for both Regional and Local Plans will be required at the end of the first two-year period of the plans.

Technical Information

Program Title/Number	Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans for Program Years 2024 through 2027; PI: 24-13
Funding Source	N/A
Funding Level	N/A
Duration	Program Years 2024-2027
Reference	Department of Labor and Economic Opportunity (LEO) PI: 24-13, 4/08/2024
CFDA Number	N/A



*An equal opportunity employer / program supported by the State of Michigan. 1-800-285-WORK (9675).
Auxiliary aids and services are available upon request. Dial 711 for Relay Center and TTY.
Supported in part with state and/or federal funds.*

FY2024 Child Support Navigator

PI: 24-25

Michigan Works! Southwest has received an allocation of \$139,407 for the time period of October 1, 2023 through September 30, 2025, to provide child support-related information and resources to participants in Calhoun County, through the Child Support Navigator program. The findings of this project will assist in the design and implementation of state-wide navigator programs.

Navigator Role

Navigators will engage and work closely with parents and custodians served by the child support program to increase self-efficacy by disseminating information and resources, regarding:

- Procedural process of their case.
- What to expect at their court hearing.
- Requesting accommodation for special needs and ensuring that these needs are met.
- Web-based resources.
- Assisting child support participants in making informed decisions, and make appropriate referrals as needed. This will often occur while reviewing forms with instructions or be completed by giving prepared brochures.
- Assisting child support participants with gathering and organizing documents.
- Identifying, referring to, or printing out/providing correct legal forms or packets to child support participants.
- Assisting with preparing, completing, and copying legal paperwork.
- Reviewing forms/paperwork for completeness for child support participants.
- Providing access to and helping child support participants use computers that produce forms.
- Providing child support participants with information about required next steps for their case conference.
- Accompany and assist child support participants with court related preparation and appointments.

Outreach

Outreach will be a key component of the navigator role. Navigators will conduct outreach to community organizations serving legal and putative custodial and non-custodial parents and guardians, regarding:

- Establishing new collaborative relationships.
- Maintaining regular communication with existing community-based services to ensure that they are readily available and easily accessible throughout the course of the grant.

- Facilitating efforts to ensure sustainability of these services once the pilot has ended.
- Referrals to community-based organizations including:
 - o Free legal services (e.g., Michigan Legal Help, Community Dispute Resolution Mediation Center).
 - o Job training and placement (e.g., Michigan Works!).
 - o Housing, food, and transportation assistance.
 - o Medical and behavioral health.
 - o English as a second language and adult education.
 - o Caregiver resources (e.g., Kinship navigator, parenting classes, home visiting programs).
- Connect parent with designated Friend of the Court staff in each office to provide custody and parenting time assistance.
- Informational sessions.
 - o Participate as a panelist in OCS hosted trainings, informational sessions, webinars, and other opportunities.
 - o Facilitate workshops or provide materials for discrete subject matter areas.

Evaluation

The main goal of the navigator role is to improve the experience of participants by increasing their access to information and resources. The objective of this evaluation is to assess the effectiveness of the navigator role in achieving this goal. Short and long-term outcomes will be determined after analysis. Child support navigator responsibilities include:

- Conduct an initial assessment of child support participant needs.
- Use motivational interviewing to assist in child support participant self-determination.
- Collect data needed to conduct program evaluation.
- Provide aggregate feedback to courts and service providers

Funding

Administration	\$13,940
Child Support Navigator Position	\$125,467

Source: PI: 24-25, August 14, 2024

Technical Information

Program Title/Number	Child Support Services; PI: 24-25
Funding Level	\$139,407
Funding Source	Title IV-D; Kellogg Foundation
Period of Performance	October 1, 2023 – September 30, 2025
Source Reference	State of Michigan, LEO, Policy Issuance: 24-25 (August 14, 2024)
CFDA Number	N/A

**Going PRO Talent Fund (Talent Fund) Program Administration Fiscal Year (FY) 2024 Cycle 2,
 the Period of July 1, 2024 through September 30, 2025**

PI: 24-26

Background

The Going PRO Talent Fund Cycle 2 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. The Talent Fund 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.

Training

Training funded by the Talent Fund Cycle 2 must fill a demonstrated talent need experienced by an eligible participating employer. Training must lead to a credential for a skill that is transferable and recognized by the industry. Allowable training includes:

- Classroom or customized training for new and current employees
- On-the-job training for new employees
- Apprenticeships for United States Department of Labor (USDOL) Registered Apprentices (new and current employees)

Funding

MWAs receive an award of Talent Fund funding based on the total number of company applications approved for funding.

Funding Summary

Funding Source and Cost Categories	Funding Levels
Total Allocation	\$729,858
Award Amount	\$682,111
Administration	\$47,747

Source: PI: 23-32, 12/01/2023

Technical Information

Program Title/Number	Going PRO Talent Fund Program Administration Fiscal Year (FY) 2024 Cycle 2/PI: 24-26
Funding Source	State Funds
Funding Level	\$729,858
Duration	July 1, 2024 – September 30, 2025
Reference	State of Michigan; LEO PI: 24-26; August 14,2024
CFDA Number	N/A

**INTERGOVERNMENTAL TRANSFER OF FUNCTIONS
AND RESPONSIBILITIES ACT of 1967 (PA 8)**

between

**The Branch County Board of Commissioners,
for the County of Branch**

and

**The Calhoun County Board of Commissioners,
for the County of Calhoun**

and

**The Kalamazoo County Board of Commissioners,
for the County of Kalamazoo**

and

**The St. Joseph County Board of Commissioners,
for the County of St. Joseph**

for

**The Administration of the Michigan Works! System and Activities
of the Michigan Works! Southwest Workforce Development Board
for the Michigan Works! Southwest Area**

RESOLUTION

**INTERGOVERNMENTAL TRANSFER OF FUNCTIONS
AND RESPONSIBILITIES AGREEMENT**

This Inter-Governmental Transfer of Functions and Responsibilities Agreement is entered into by Branch County, Calhoun County, Kalamazoo County, and St. Joseph County with an effective date of October 1, 2024;

WHEREAS, the State of Michigan (hereinafter known as the State) set forth guidelines establishing Michigan Works! Areas (MWAs), and

WHEREAS, the State of Michigan has established a system of Workforce Development Boards to carry out workforce development programs and other workforce development initiatives at the local level for the purpose of providing policy direction, and

WHEREAS, effective October 1, 2014, Branch, Calhoun, Kalamazoo, and St. Joseph Counties created a four-county regional alignment, known as Michigan Works! Southwest.

WHEREAS, Michigan Works! Southwest is one of two Michigan Works! Areas that are located within Prosperity Region 8, that is also supportive of the Governor's Regional Prosperity Initiative; and

WHEREAS, State of Michigan policy requires each Michigan Works! Area to identify a Grant Recipient, a Fiscal Agent and an Administrative Agency, (also referred to as the "Michigan Works Agency" or "Administrative Entity"), and

WHEREAS, the State of Michigan, or its designated department, policy requires that at a minimum, Inter-local Agreements address the liability for disallowed costs relating to all state and federal workforce development funds received from the State, and

WHEREAS, Public Act No. 8 of 1967, Ex. Sess., MCL 124.531, et. seq., permits two or more "political subdivisions" to enter into a contract providing for the transfer of certain functions and responsibilities to one another as a means of implementing state and federal workforce development programs, and

WHEREAS, the specific functions and responsibilities of these entities are established in accordance with this agreement between the Branch County Board of Commissioners, the Calhoun County Board of Commissioners, the Kalamazoo County Board of Commissioners and the St. Joseph County Board of Commissioners and the Michigan Works! Southwest Workforce Development Board,

NOW THEREFORE LET IT BE RESOLVED, that the Branch County Board of Commissioners, the Calhoun County Board of Commissioners, the Kalamazoo County Board of Commissioners and the St. Joseph County Board of Commissioners by concurrent resolution enter into this agreement for the purpose of identifying the Grant Recipient and Administrative Agent for the Michigan Works! Southwest Area that includes Branch, Calhoun, Kalamazoo and St. Joseph Counties, and transfer of functions and responsibilities delineated as follows:

1. FUNCTIONS/RESPONSIBILITIES TRANSFERRED

The Branch County Board of Commissioners (for the County of Branch), the Calhoun County Board of Commissioners (for the County of Calhoun), and the St. Joseph County Board of Commissioners (for the County of St. Joseph) transfers to the Kalamazoo County Board of Commissioners (for the County of Kalamazoo) the functions and responsibilities assigned to the entity termed "Grant Recipient" as defined in Section 107(d)(12)(B)(i) of the Workforce Innovation and Opportunity Act of 2014 and as further clarified in State of Michigan policy issuances.

For purposes set forth, herein, the Kalamazoo County Board of Commissioners shall be designated as the Grant Recipient for the Michigan Works! Southwest Area that includes Branch, Calhoun, Kalamazoo, and St. Joseph Counties. As Grant Recipient, the County of Kalamazoo:

- a. will be responsible for the administration of workforce development plans and

grants assigned to the Michigan Works! Southwest Area for Branch, Calhoun, Kalamazoo, and St. Joseph Counties, in such a manner as determined to be most advantageous to the Michigan Works! Southwest Area;

- b. will be the legal entity that will receive funds directly from the State of Michigan for purposes of carrying out functions described in the approved workforce development grants, plans and/or subaward agreements; and
- c. will be held ultimately liable for federal and state funds expended and, as a general-purpose political subdivision of the State, has sufficient assets to offset any future liabilities/debts which may arise from operations within the Michigan Works! Southwest Area that includes Branch, Calhoun, Kalamazoo and St. Joseph Counties.

2. DURATION OF OPERATION

This agreement is entered into for the period October 1, 2024 through September 30, 2026, by and between the County of Branch, County of Calhoun, County of Kalamazoo and the County of St. Joseph. This agreement shall be reviewed at least every two (2) years.

3. AMENDMENTS TO THIS AGREEMENT

Revisions, amendments or alterations to this agreement may be executed at any time by written notice of one party to the other parties specifying: the basis of the revision, amendment or alteration; substitute language to be added, changed, or deleted; and the effective date for such revision, amendment or alteration. Under normal procedures it is agreed however, that revisions, amendments or alterations be initiated and acted upon during the biennial planning process and that such changes would be effective on the beginning date of the next biennial agreement.

4. EMPLOYEE TRANSFER, REASSIGNMENT OR BENEFIT ADJUSTMENTS

This agreement is executed solely for the purpose of establishing the entities that will be responsible as the "Grant Recipient" and "Administrative and Fiscal Agent" and will not result in the transfer, reassignment or other treatment of individuals employed by the County of Branch, County of Calhoun, County of Kalamazoo or the County of St. Joseph for the purpose of fulfilling obligations set forth in this agreement.

5. PROPERTY

Properties, as defined by the U.S. Department of Labor, real or personal, acquired through the operation of the Michigan Works! Southwest System that includes Branch, Calhoun, Kalamazoo, and St. Joseph Counties, shall be vested with the Grant Recipient except where a title is vested with the State of Michigan or U.S. Department of Labor. All procurement and/or disposition of property used in the administration of programs and activities for the Michigan Works! Southwest Area shall proceed in accordance with the Michigan Works! Southwest Area's procurement procedures as required by the State.

6. FINANCING

Unless otherwise noted, responsibilities and functions transferred or reassigned as a result of this agreement are done so without any financial contribution or other remuneration of one party to the other.

7. OTHER LEGAL, FINANCIAL AND ADMINISTRATIVE ARRANGEMENTS

Except as defined below, there are no other legal, financial or administrative arrangements required to effectuate the terms and conditions of this agreement.

- a. **Administrative and Fiscal Agent** (also known as Michigan Works! Southwest) - The organization designated by this agreement to be responsible for the staffing of the Michigan Works! Southwest Workforce Development Board for Branch, Calhoun, Kalamazoo, and St. Joseph Counties; staffing the committees of the Board; and the conduct of the day-to-day administrative and fiscal operations of local programs, as required by the State of Michigan, shall be the W.E. Upjohn Institute for Employment Research, Center for Workforce Innovation and Solutions/Michigan Works! Southwest.

The Director, or designee, for Michigan Works! Southwest shall, by this agreement, be authorized to sign legal documents not otherwise required to be signed by the Grant Recipient's Chief Elected Official.

- b. **Chief Elected Official** - The Chief Elected Official (a.k.a. Local Elected Official - LEO) is the individual authorized to sign legal documents on behalf of Michigan Works! Southwest. The Chairperson of the Kalamazoo County Board of Commissioners shall be the Chief Elected Official for Michigan Works! Southwest.

- c. **Reporting** - Copies of official documents relating to workforce development programs and activities conducted for Michigan Works! Southwest, will be provided to the Grant Recipient with copies to the Administrators/Controllers of each County which is a party to this agreement. In addition, the Administrative and Fiscal Agent will provide periodic status reports to the Board of Commissioners of each participating county.

- d. **Resource Distribution** - Unless specifically designated by a program or funding source, resources made available to the Michigan Works! Southwest Workforce Development

Board shall be allocated to each county consistent with each county's share of the economically disadvantaged population within the Michigan Works! Southwest Area.

- e. **Monitoring of Resource Distribution** - Resource distribution will be monitored based on the percentage of participants served from each county unless the source of program funds dictates another basis for distribution.

- f. **Conflicting Statutory Provision** - If any provision of this agreement conflicts with any statute of the State of Michigan providing for the authorization or performance of joint undertakings between public agencies of this State, the provision of such statutes shall control.

- g. **Severability** - If any sections, subsections, sentence, clause, phrase or portion of this agreement is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

- h. **WDB Nominations** - Nominations to fill vacancies on the Michigan Works! Southwest Development Board will be solicited from representative organizations by the WDB. Federal and State of Michigan legislation and policy will be followed regarding the appointment process. The WDB will review and recommend appointments to the respective County Board of Commissioners. Final certification of WDB membership rests with the State of Michigan.

- i. The general composition of the Workforce Development Board shall be allocated as follows:

County:	Branch	Calhoun	Kalamazoo	St. Joseph	Region	At-Large	Total
Approximate Percentage	11%	26%	33%	11%	11%	7%	100%

Notes

- A majority of the members shall be representatives of businesses in the local area.
- Community Based Organizations (CBOs) meet the Organized Labor definition in WIOA. CBOs are still required per Michigan Law; Public Act 491 of 2006.
- The representation from labor and community based organizations combined shall be a minimum of 20% of the total Board membership.
- In Michigan, services under Wagner-Peyser are delivered at the local level by the WDB staff or contracted staff. Local Boards will not be required to appoint a member in this category due to the agreement resulting from the State of Michigan v. Alexis M. Herman.
- WIOA does not require federal TANF partners but Michigan Law; Public Act 491 of 2006 does require TANF partner representation.
- Region – Some appointments represent the entire region rather than a specific county.
- Other (optional) - Organizations that have demonstrated experience and expertise in addressing employment, training, or education needs of targeted populations, including representatives of organizations that serve offenders (e.g., Dept of Corrections) and out-of-school youth (e.g., Job Corps).

8. JOINT BOARD OF COMMISSION

- a. This agreement does not establish any such board or commission or establish duties or memberships for the purpose of executing the terms and conditions of this agreement beyond those specified in this agreement. The member body established for oversight responsibilities for workforce development programs and activities for Branch, Calhoun, Kalamazoo, and St. Joseph Counties shall be with the Michigan Works! Southwest Workforce Development Board (WDB).
- b. Establishment of the Workforce Development Board, and WDB Bylaws for the execution of responsibilities for the Grant Recipient, Workforce Development Board and

Administrative and Fiscal Agent, shall be in written form and confirmed at least biennially by the Branch County Board of Commissioners, Calhoun County Board of Commissioners, Kalamazoo County Board of Commissioners, the St. Joseph County Board of Commissioners, and the Michigan Works! Southwest Workforce Development Board.

9. SIGNATURES AND EFFECTIVE DATE.

Counterparts: Facsimile/PDF Signatures - This agreement may be signed in counterparts and delivered by fax or in .pdf form or other electronic format, and in any such circumstances, shall be considered one document and an original for all purposes.

The effective date of this agreement shall be October 1, 2024.

COUNTY OF BRANCH

By: _____
Tim Stoll
Its: Board Chair

Dated: _____

By: _____
Teresa. Kubasiak
Its: County Clerk

Dated: _____

COUNTY OF CALHOUN

By: _____
Derek King
Its: Board Chair

Dated: _____

By: _____
Kimberly A. Hinkley
Its: County Clerk and Register of Deeds

Dated: _____

COUNTY OF KALAMAZOO

By: _____
Tami Rey
Its: Board Chair

Dated: _____

COUNTY OF ST. JOSEPH

By: _____
Ken Malone
Its: Board Chair

Dated: _____

By: _____
Lindsay Oswald
Its: County Clerk / Register of Deeds

Dated: _____

Michigan Works! Southwest Workforce Development Board

By: _____
Jacquelyn Murray
Its: WDB Chairperson

Dated: _____

Exhibit D

BYLAWS OF THE
MICHIGAN WORKS! SOUTHWEST
WORKFORCE DEVELOPMENT BOARD

Article I: Establishment

Section 1: Name

The name of this Board shall be the Michigan Works! Southwest Workforce Development Board, hereinafter referred to as the WDB.

Section 2: Area Served

The area to be served by the WDB is the jurisdiction of the Counties of Branch, Calhoun, Kalamazoo, and St. Joseph, inclusive of all cities and townships within the jurisdiction boundaries. This area is referred to as Michigan Works! Southwest (MWSW).

Article II: Functions

Section 1: Provision

The WDB was originally established under the Workforce Investment Act (“WIA”) Section 117 "Local Workforce Investment Boards," paragraph (i) "Alternative Entity." The WDB is also intended to constitute a Local Workforce Development Board under the Workforce Innovation and Opportunity Act of 2014 (“WIOA”). The WIOA Section 107(a) prescribes that there shall be established in each local area (certified by the Governor) a local WDB to lead workforce investment and development activities for the area.

Within Michigan, the Workforce Development Board (WDB) was established by the Governor's Workforce Commission and shall conform to policy issuances of the Department of Labor and Economic Opportunity (LEO) / State of Michigan or its successor and applicable federal and state rules and regulations.

The WDB, in conjunction with the units of local government, provides policy guidance and exercises oversight of the activities carried out under the Workforce Innovation and Opportunity Act.

Section 2: Purpose

- A. The WDB shall participate in the development of, and submit recommendations regarding, Michigan Works! Southwest workforce development plans, and policies for the Michigan Works! Southwest Network that includes Branch, Calhoun, Kalamazoo, and St. Joseph Counties.
- B. The WDB shall monitor and provide for objective evaluation of workforce development programs and services in the Michigan Works! Southwest Area.

- C. The WDB shall provide a continuing analysis of the need for employment, training, and related services, including efforts to reduce and eliminate barriers to employment.
- D. The WDB shall identify specific areas of training based on local labor market needs and occupations in demand.
- E. The WDB shall maintain a “one stop” workforce development system which provides customers, both employers and job seekers, with access to a full range of services that are seamless, easily accessible, and tailored to businesses and individual needs.
- F. Members of the WDB shall participate in convening the workforce development network’s stakeholders, brokering relationships with a diverse range of employers, and leveraging support for workforce development activities. Member engagement may include, however is not limited to, participation on subcommittees of the WDB, industry collaboratives, and acting as champions of the workforce development network on behalf of the WDB. Members shall be given the opportunity to report on activities and involvement at WDB meetings.

Section 3: Distribution of Workforce Development Funds

Unless specifically designated by a program or funding source, resources made available to the WDB shall be allocated to each county consistent with its share of the economically disadvantaged population within Michigan Works! Southwest area.

Resource distribution will be monitored based on the percentage of participants served from each county unless the source of program funds dictates another basis for distribution.

Article III: Organization

Section 1: Membership

The general composition of the membership of the WDB and the process of appointment is directed by federal, state, and local policy. Membership shall be allocated as follows:

County:	Branch	Calhoun	Kalamazoo	St. Joseph	Region	At-Large	Total
Approximate Percentage	11%	27%	33%	11%	11%	7%	100%

Notes

- A majority of the members shall be representatives of businesses in the local area.
- Community Based Organizations (CBOs) meet the Organized Labor definition in WIOA. CBOs are still required in Michigan Law; Public Act 491 of 2006. The representation from

labor and community based organizations combined shall be a minimum of 20% of the total Board membership.

- In Michigan, services under Wagner-Peyser are delivered at the local level by the WDB staff or contracted staff. Local Boards will not be required to appoint a member in this category due to the agreement resulting from the State of Michigan v. Alexis M. Herman.
- WIOA does not require federal TANF partners but Michigan Law; Public Act 491 of 2006 does.
- Region – Some appointments represent the entire region rather than a specific county.
- Other (optional) - Organizations that have demonstrated experience and expertise in addressing employment, training, or education needs of targeted populations, including representatives of organizations that serve offenders (e.g., Dept of Corrections) and out-of-school youth (e.g., Job Corps).

A. Appointment Process

Appointments to the WDB and the filling of vacancies, should they occur, are made following specific appointment procedures defined by State and federal policy. The Chief Elected Official of the appropriate county in need of representation shall be notified in writing of any vacancy.

1. Individuals must be appointed to the WDB. Whenever possible, preference is given to individuals nominated by an organization. For renewal appointments, official members and alternates of the WDB shall be appointed by their representative agency or organization.
2. All WDB appointees must be currently employed in the sector they represent with the exception of employment services (ES), labor and education representatives.
3. "At-large" seats are filled by nominees to assist in addressing any inequities which may exist on the WDB (e.g., low representation of females, minorities, etc.).
4. The representatives from each county will be appointed by the Board of Commissioners for the County they represent. The regional representatives will be appointed by Kalamazoo County.
5. Terms for members who also serve as County Commissioners shall be for two years or until their respective term of office ends. Beginning with new and renewal appointments after October 1, 2017, the terms for private sector shall expire in the years ending in an odd number and the terms for non-private sector new and renewal appointments shall expire in the years ending in an even number. If a member resigns or for any reason leaves office prior to the end of a term, his or her replacement shall first be appointed to fill the remainder of the current term.

6. Each County shall have the option to appoint one County Commissioner to the WDB so long as that County Commissioner meets one of the other categories as set forth above. For example, one of Calhoun's private sector appointments could be a County Commissioner who would also be involved/employed in the private sector.

Section 2: Attendance

- A. If a WDB member with a designated alternate is unable to attend a meeting, the designated alternate may attend the meeting and vote in their place.
- B. If a WDB member and their designated alternate both attend the same meeting, only the regular member may cast a vote.
- C. In the event that a WDB member has excessive absences from regularly scheduled meetings, the WDB Executive Committee will discuss with the WDB member, the member's current and future availability to serve.
- D. Excessive absences shall be defined by the Executive Committee.

Section 3: Neglect of Duties

Grounds for removal may include, but are not limited to, excessive absences. Members of the WDB may be recommended for removal from the WDB by action of the Executive Committee. Any members of the WDB may be removed from the WDB by resolution of the WDB.

Section 4: Officers

- A. **Chairperson of the WDB** shall be a member representing the private sector. The term of the Chairperson may be renewed for a second year; however, cannot exceed two consecutive years. The Chairperson shall, at least every two years, be from a different member county so that the Chairperson position rotates on at least a two-year basis. The responsibilities of the Chairperson shall include, but are not limited to:
 1. Consult on the WDB agenda and preside at all meetings of the WDB and the Executive Committee.
 2. Recommend appointments of Chairpersons, members, and ex-officio members to the WDB committees.
 3. Serve as ex-officio member of all committees of the WDB.
 4. Sign documents requiring WDB approval.
 5. Act as the official spokesperson for the WDB.
 6. Coordinate activities among other committees of the WDB.

7. Recommend nominations for WDB appointments to fill vacancies.
8. Approve appointments of Committee Chairs.
9. Approve the membership of Ad hoc Committees.

B. **Vice-Chairperson of the WDB** shall be a member representing the private sector elected by vote of the WDB. The duties of the Vice-Chairperson shall include:

1. Carrying out the responsibilities of the Chairperson during the absence, unavailability, or incapacity of the Chairperson.
2. Serve as Vice Chair of the Executive Committee.

C. **Chairpersons of Standing Committees** of the WDB shall be members representing the private sector or as in the case of the Disability Committee, an expert in the field, and shall be appointed by the WDB chair.

D. **Co-chairs** may be appointed for any standing committee, except the Executive Committee, when a committee's charge is expanded, or additional expertise is desirable. For the Monitoring and Evaluation Committee, at least one Co-chair shall be an official WDB member representing the private sector.

Section 5: Committees

A. **Executive Committee** (Standing Committee)

Shall consist of the Chair, Vice-Chair and the chairs or an appointed representative of each standing committee. The Executive Committee shall include, if not included through the above representation, at least one member from each of the participating counties. The Executive Committee shall have the power to conduct the day-to-day operations of the WDB between the meetings of the full WDB. It shall also have the powers and duties set forth in these bylaws.

B. **Monitoring and Evaluation Committee** (Standing Committee)

The members of the Monitoring and Evaluation Committee shall be approved by the Executive Committee. Members may be WDB members, ex-officio members, or persons who are not members of the WDB.

The duties of the Monitoring and Evaluation Committee shall include functions and tasks that impact the overall operation of the Michigan Works! Southwest one-stop delivery system such as:

1. Evaluate Michigan Works! Southwest programs, data, activities, and performance from the perspective of the private sector including but not limited to:

- a. Labor Market Outcomes - demand occupations, placements, earnings, earnings gained and retentions.
 - b. Access and Equity - demographic distribution of services as well as special targeting and recruitment, market penetrations and self-services.
 - c. Return on Investment - comparing and contrasting different methods of service delivery.
2. Assess learning gains and skill enhancements as they relate to the local labor market.
 3. Assure that a customer satisfaction system is in place that, at a minimum, measures the level of customer (i.e., job seekers and employers) satisfaction with service delivery.
 4. Assess the internal efficiency and effectiveness of the WDB programs and activities.
 5. Conduct on site reviews of subrecipient/service provider activity.
 6. Monitor program and contractual compliance, particularly in the area of outcomes, and render opinions on services and performance.

C. Disability Awareness Resource Team (DART) (Standing Committee)

The members of the DART Committee may be WDB members or ex-officio members and may include persons who are not members of the WDB. DART members represent businesses, service providers, advocates, and allies with expertise in assisting individuals with disabilities with their career, training, and employment needs.

The DART Committee shall serve as the WDB's disability resource contact point to advise the WDB regarding accessibility and services.

The DART Committee shall assist with operational and other issues regarding the provision of services to individuals with disabilities, including programmatic and physical access to services, programs, and activities of the one-stop delivery system, appropriate training for staff on providing supports or accommodations, and finding employment opportunities for individuals with disabilities.

DART members will inform, promote, and advise the WDB on strategies to support career pathways, training, and employment options for individuals with disabilities, including youth, to gain and retain employment.

D. Career & Educational Advisory Committee (CEAC) (Advisory Committee)

Per Public Act 491 of 2006, educational advisory groups are required by state law to serve

in an advisory capacity to the local WDBs on educational issues. The CEAC will serve as the regional equivalent of educational advisory groups. The CEAC shall serve in an advisory capacity to the WDB for Michigan Works! Southwest on educational issues. The roles and responsibilities of the CEAC are outlined in state policy.

The general composition of the membership of the CEAC and the process of appointment is directed by state policy. CEAC members shall be appointed by the WDB. The WDB shall appoint the chairperson of the CEAC. WDB members, or their alternates, or another designated representative from an educational entity, from the Michigan Works! Southwest area that represents the education sector shall serve on the CEAC.

E. Request for Proposal (RFP) Committee (Ad hoc Committee)

The WDB Chair shall be notified of the members serving on an RFP Committee and each member of the committee shall complete and sign a Conflict of Interest Statement specific to the RFP being reviewed. Members of the RFP Committee may be WDB members or ex-officio members and may include persons who are not members of the WDB. The duties of the RFP Committee shall be to review and score proposals received in response to an RFP announcement for workforce development services for Michigan Works! Southwest. A competitive bidding process shall be used to solicit proposals.

F. Other Committees may be created upon the recommendation of the Executive Committee.

Section 6: WDB Staff

Professional, technical, and clerical staff support to the WDB and its committees shall be provided by the Administrative Agent. The staff shall:

- A. Provide logistical support and technical assistance to the WDB and WDB committees.
- B. Record, prepare, distribute, and maintain minutes of meetings of the WDB and WDB committees.
- C. Compile, reproduce, and distribute materials and information pertinent to WDB activities.
- D. Prepare plans, grants, applications, reports, and other documents as required by the State or WDB.
- E. Report to the WDB on the status of programs, activities, and legislation.

Article IV: Meetings

Section 1: Regular Meetings

- A. One regular meeting of the full WDB shall, at a minimum, be held each quarter. WDB meetings shall be scheduled to last no longer than one and one-half hours unless prior notice is given. The annual schedule of WDB meetings shall be established by the Executive Committee. The staff of the WDB shall transmit notice of the time and place of each regular meeting at least five (5) calendar days prior to the meeting, to each member of the WDB.
- B. By action of the Executive Committee, regular meetings of the WDB may be rescheduled; however, no fewer than four (4) meetings must be held in each calendar year. Written notice of rescheduled meetings shall be forwarded to WDB members at least five (5) calendar days prior to the regularly scheduled date.

Section 2: Special Meetings

- A. Special meetings of the WDB may be called by the Chairperson, a simple majority of the Executive Committee, or by a simple majority of the voting members.
- B. Notice of a special meeting shall be transmitted to members in writing or by e-mail or phone at least twenty-four (24) hours prior to such a meeting. The notice shall identify the business to be addressed at the meeting.

Section 3: Quorum

- A. No official WDB business may be conducted in the absence of a quorum. To constitute a quorum, a majority of the total membership or a majority of the Executive Committee must be in attendance, in-person, at the time of the meeting. Vacancies do not count toward a quorum.

Section 4: WDB Committee Meetings

- A. The Executive Committee of the WDB shall conduct its meetings on a monthly basis. Executive Committee meetings shall be scheduled to last no longer than one and one-half hours unless prior notice is given. All members of the WDB shall be notified of the Executive Committee meetings and encouraged to attend.
- B. Meetings of other WDB committees shall be scheduled by each of the respective committees.

Section 5: Conflict of Interest

- A. Local policy shall detail the conflict of interest exceptions that would allow representation under specifically defined situations.

- B. No individual shall serve on the Workforce Development Board if they have an ownership interest or are employed by an organization that receives funds under the direct control of Michigan Works! Southwest.
- C. Members shall be required to meet the conflict of interest disclosure requirement as soon as they are appointed to the WDB and prior to attending their first meeting.

Section 6: Open Meetings

Regular meetings of the WDB and committees shall be scheduled and conducted in compliance with the Open Meetings Act.

Regular and special meetings of the WDB shall be at a date, time, and place for which public notice shall be given.

Notice of changes in the schedule of regular meetings will be posted in compliance with the Open Meetings Act.

The meetings of the WDB and WDB committees shall be open and accessible in accordance with the Americans with Disabilities Act (ADA) requirements.

The use of technology, such as phone and web-based meetings, may be used to conduct meetings, as long as the technology available at the meeting location complies with the requirements of the Open Meetings Act.

Members/alternate members must attend in person in order to participate in voting. Members/alternate members with a health condition or a disability that prevents them from attending a meeting in person, are allowed to participate remotely under the Americans with Disabilities Act (ADA). (per MI Attorney General opinion Feb 2022)

Section 7: Citizen Participation

Any citizen may comment on agenda items during the first Public Comment period on the agenda prior to the taking of a vote thereon.

The second Public Comment period on the agenda is an opportunity for citizens to provide comment on non-agenda items.

Speakers, other than members, after being recognized by the Chairperson, shall identify themselves and shall limit their comments to four (4) minutes duration. The time limit may be extended by the WDB or Committee Chairperson or by vote of the WDB or Committee.

Section 8: Publication of Proceedings

- A. Proposed minutes shall be available for public inspection within eight (8) business days after each meeting. Approved minutes shall be available for public inspection and posted on the Michigan Works! Southwest (MWSW) website within five (5) business days following approval.
- B. Minutes of the Executive Committee shall constitute the official minutes of the full WDB when the full WDB does not meet.
- C. A record of the proceedings of the WDB and WDB committee meetings shall be maintained by the Administrative Agent at a location accessible to the public.
- D. In accordance with the Americans with Disabilities Act (ADA), the minutes will be made available in alternate format (large print, audio format, etc.) upon special request to the Administrative Agent.

Section 9: Accountability

The State of Michigan holds the Grant Recipient accountable for activities conducted and funds expended.

The Grant Recipient shall hold the Administrative and Fiscal Agent accountable for activities conducted and funds expended.

The Administrative and Fiscal Agent shall hold the service providers/subrecipients accountable for activities conducted and funds expended.

The WDB shall review performance of service providers/subrecipients in accomplishing goals established in the workforce development plan.

Article V: Signatures and Effective Date

Counterparts: Facsimile/PDF Signatures - This Agreement may be signed in counterparts and delivered by fax or in .pdf form or other electronic format, and in any such circumstances, shall be considered one document and an original for all purposes.

The effective date of this Agreement shall be the date the last party signs it, or October 1, 2024, whichever comes first.

Branch County

By: _____ Dated: _____
Tim Stoll

Its: Board Chair

By: _____ Dated: _____
Teresa Kubasiak

Its: County Clerk

Calhoun County

By: _____ Dated: _____
Derek King

Its: Board Chair

Kalamazoo County

By: _____ Dated: _____
Tami Rey

Its: Board Chair

St. Joseph County

By: _____ Dated: _____
Ken Malone

Its: Board Chair

By: _____ Dated: _____
Lindsay Oswald

Its: County Clerk / Register of Deeds

Michigan Works! Southwest Workforce Development Board

By: _____ Dated: _____
Jacquelyn Murray

Its: Workforce Development Board Chair

DATE: August 8, 2024
TO: Workforce Development Board
FROM: Jakki Bungart-Bibb / Kathy Olsen
SUBJECT: Workforce Development Board – Membership Renewals

We are requesting WDB consideration and approval of the following renewal appointments for non-private sector representatives, to the Workforce Development Board for Michigan Works! Southwest (Branch, Calhoun, Kalamazoo, and St. Joseph Counties) for another two-year term beginning October 1, 2024 and ending September 30, 2026.

REPRESENTING ECONOMIC DEVELOPMENT

Ms. Jill Bland, CEE, Managing Partner, Southwest Michigan First (Kalamazoo)

REPRESENTING COMMUNITY BASED ORGANIZATIONS

Mr. Jose Luis Orozco, Jr., Executive Director, Voces (Calhoun)
Mr. Charles Rose (Alternate for Orozco), Capacity Builder, Voces (Calhoun)

REPRESENTING EDUCATION

Dr. Paul Watson II, President, Kellogg Community College (Calhoun)
Ms. Kris Jenkins, Superintendent, Branch Intermediate School District (Branch)
Mr. Dustin Scharer (Alternate for Jenkins), Assistant Superintendent of CTE, Branch Intermediate School District (Branch)

REPRESENTING ORGANIZED LABOR

Mr. Morris Applebey, Business Manager / Financial Secretary, IBEW Local 131 (Kalamazoo)
Ms. Kathi Cain-Babbitt, Chief Steward, AFSCME Local 1668; and President, AFL-CIO Labor Council (Kalamazoo)
Mr. David Pawloski, AFL-CIO Community Services Labor Liaison, United Way S. Central MI; Financial Secretary-Treasurer, S. Central MI AFL-CIO Labor Council; and Member, UAW Local 2093 (Calhoun)
Mr. Ken Willcutt, Piping Superintendent, Egan Company; Labor Representative, Plumbers, Pipefitters and HVACR Local Union No. 357 (Kalamazoo)

REPRESENTING REHABILITATION AGENCIES

Mr. John Fiore, Southwest District Manager, Michigan Rehabilitation Services (Kalamazoo)
Ms. Rebecca Hill (Alternate for Fiore), Site Manager, Michigan Rehabilitation Services (Kalamazoo)

REPRESENTING MI DEPARTMENT OF CORRECTIONS / OTHER

Ms. Lisa Johansen, Parole / Probation Supervisor, Michigan Department of Corrections, Kalamazoo Office (Kalamazoo - At-Large)

REPRESENTING AT-LARGE / OTHER

Ms. Windy Rea, Outreach and Admissions Counselor, Michigan Job Corps, Human Learning Systems (Region - At-Large)

Exhibit F



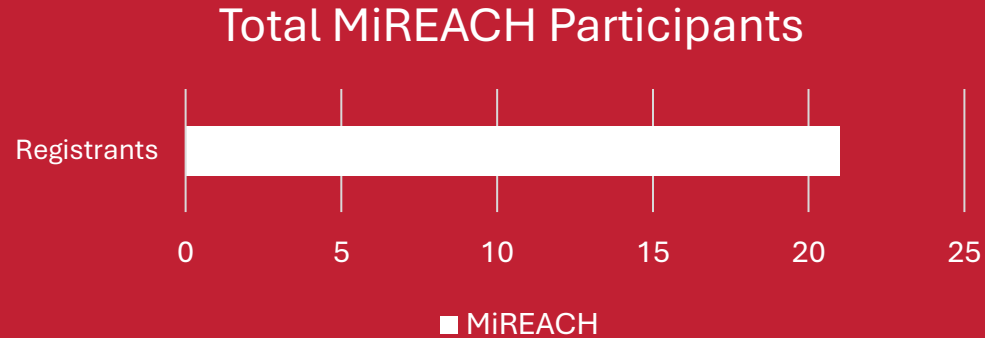
Business Solutions Summary Dashboard

July 2024

MiREACH Summary

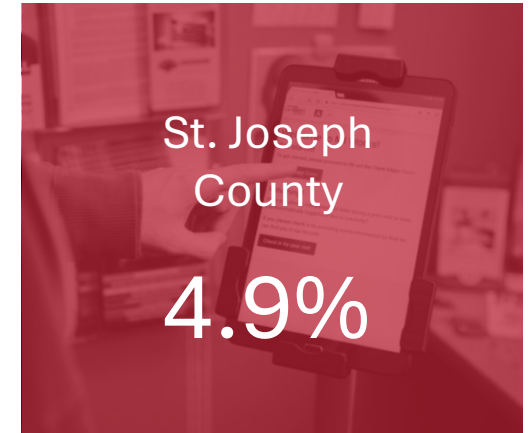
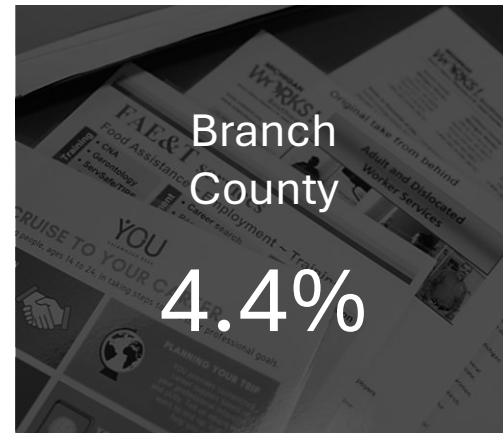
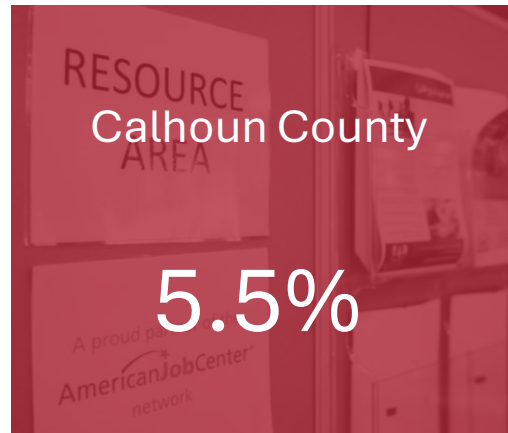
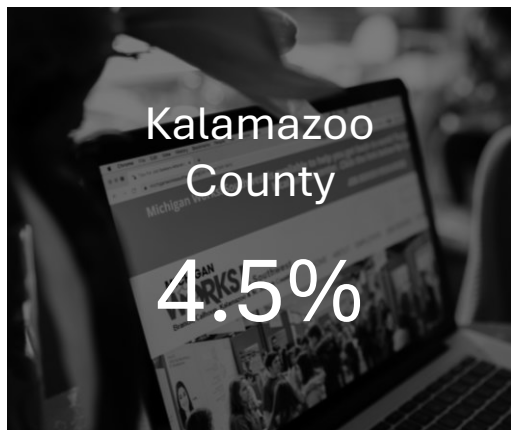


21
Total Participants
(July 31, 2024)



Unemployment Rate **By County**

June 2024



Going Pro Talent Fund (GPTF) FY2024 Cycle 1



\$2,121,381.03

Awarded to
companies



31*

Companies
Awarded GPTF



1077

Individuals
to be trained



223

Planned
Apprentices



351

Anticipated New
Hires

Branch
Branch
\$0
Calhoun
\$584,072
St. Joseph
\$256,780
Kalamazoo
\$1,188,899.03

Branch
Branch
0
Calhoun
7
St. Joseph
3
Kalamazoo
19

Branch
Branch
0
Calhoun
293
St. Joseph
148
Kalamazoo
590

Branch
Branch
0
Calhoun
47
St. Joseph
22
Kalamazoo
154

Branch
Branch
0
Calhoun
93
St. Joseph
53
Kalamazoo
174

*Two (2) additional employers outside of Michigan Works! Southwest's four-county area were awarded GPTF money.

Going Pro Talent Fund (GPTF) FY2024 Cycle 2



\$682,111

Awarded to
companies



15

Companies
Awarded GPTF



300

Individuals
to be trained



117

Planned
Apprentices



78

Anticipated New
Hires

Branch
\$0
Calhoun \$129,790
St. Joseph \$32,800
Kalamazoo \$519,521

Branch
0
Calhoun 5
St. Joseph 1
Kalamazoo 9

Branch
0
Calhoun 56
St. Joseph 23
Kalamazoo 221

Branch
0
Calhoun 24
St. Joseph 6
Kalamazoo 87

Branch
0
Calhoun 2
St. Joseph 5
Kalamazoo 71

Going Pro Talent Fund (GPTF) FY2024 ELC



\$216,365

Awarded to companies



10*

Companies Awarded GPTF



150

Individuals to be trained



0

Planned Apprentices



6

Anticipated New Hires

	Branch	Calhoun	St. Joseph	Kalamazoo
Awarded to companies	\$0	\$88,715	\$0	\$28,200
Companies Awarded GPTF	0	8	0	1
Individuals to be trained	0	124	0	15
Planned Apprentices	0	0	0	0
Anticipated New Hires	0	6	0	0

*One (1) additional employers outside of Michigan Works! Southwest's four-county area were awarded GPTF money.

Employers Served



Number of Employers Served

(7/01/2024 – 7/31/2024)

101

Number of Services Provided

(7/01/2024 – 7/31/2024)

259

Exhibit H



Services Summary Dashboard

July 2024

Partnership. Accountability. Training. Hope.



Number of Participants
(Served 10/01/2023 – 7/31/2024)

815

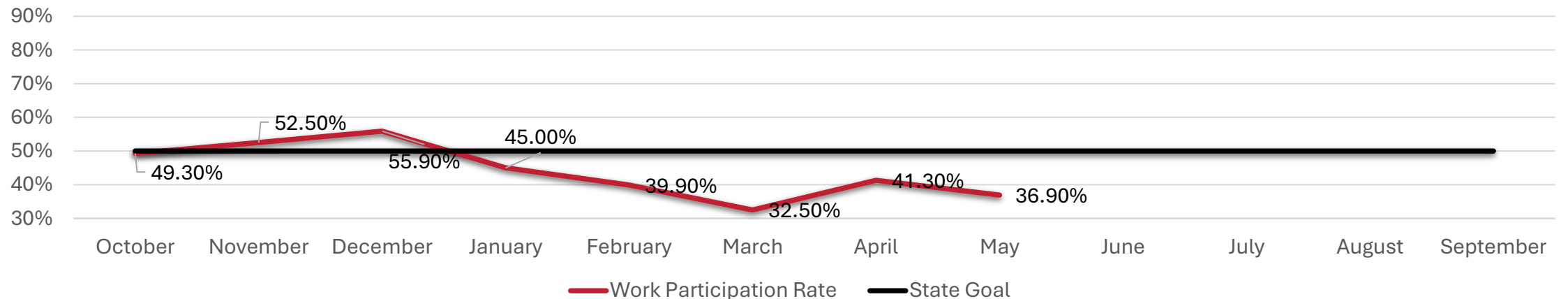
Employment Rate
(Served 10/01/2023 – 7/31/2024)

34.4%

Wage
(Served 10/01/2023 – 7/31/2024)

\$15.48

PATH Work Participation Rate (FY24): 44.2%



Gain Employment. Maintain Support.

221

Number of Participants
(Served 10/01/2023 – 7/31/2024)

57.4%

Employment Rate
(Served 10/01/2023 – 7/31/2024)

\$15.75

Wage
(Served 10/01/2023 – 7/31/2024)

Barrier Removal Employment Success

182

Number of Individuals Who Received BRES Services
(Served 10/01/2023 – 7/31/2024)

Most Common BRES Support Services Provided:

- Housing and Rental Assistance
- Transportation Related

WIOA & Wagner-Peyser Performance

(Workforce Innovation and Opportunity Act)



	WIOA Adult			WIOA Dislocated Worker			WIOA Youth			Wagner-Peyser			Average Indicator Score
Column	1	2	3	4	5	6	7	8	9	10	11	12	13
Total Program Year-To-Date: MWA 14 - Southwest	Target	Actual	Matrix Score	Target	Actual	Matrix Score	Target	Actual	Matrix Score	Target	Actual	Matrix Score	
Employment 2nd Quarter After Exit	88.6%	88.7%	100.1%	90.1%	88.2%	97.9%	80.6%	66.4%	82.4%	65.0%	77.6%	119.4%	99.9%
Employment 4th Quarter After Exit	83.6%	91.0%	108.9%	87.6%	75.0%	85.6%	72.8%	81.8%	112.4%	63.0%	76.8%	121.9%	107.2%
Median Earnings 2nd Quarter After Exit	\$6,192	\$9,684	156.4%	\$7,914	\$11,401	144.1%	\$3,660	\$4,939	135.0%	\$5,175	\$8,681	167.7%	150.8%
Credential Attainment Rate	77.3%	90.0%	116.4%	76.9%	100.0%	130.0%	71.4%	57.1%	80.0%				108.8%
Measurable Skill Gains	65.1%	90.7%	139.3%	67.6%	81.6%	120.7%	33.3%	54.9%	164.9%				141.6%
Average Program Score			124.2%			115.7%			114.9%			136.3%	122.8%

PY23-Q4 outcomes 4/01/2024-6/31/2024; data pull 8/08/2024
See Slide 6 & 7 for Performance Measures Definitions

Employer Resource Network®

(ERN®) Key Performance Indicators 10/01/2023 to 7/31/2024



767% ROI

Increased Productivity and Retention Saves Money

Based on retention; turnover costs = \$4,129 per employee.

26

Number of
Active Employers

1627

Total Services
(A request can have multiple needs/services)

834

Distinct Employees Served
and their Families

Highlight

The supervisor of an ERN® Employee (EE) suggested that EE contact their ERN® Success Coach (SC) to request assistance with transportation to get to work and back home. Upon reaching out to their ERN® SC, the EE shared that they only had two days of gas remaining in their vehicle. EE would be unable to get to work the remainder of the week if they did not obtain assistance for gas. EE was willing to ride the bus but would need bus fare. The ERN® SC reached out to their network and was able to secure a \$50 gas card from a private resource. EE mentioned that they needed food assistance and diapers, as well. ERN® SC was able to follow up with the EE, to provide them with food pantry/meal options and diaper bank information. The ERN® employer supervisor and EE were thankful for these resources.

WIOA Performance Measures Overview

Source: State of Michigan WIOA Manual



- **Employment Rate – 2nd Quarter after Exit:** The percentage of participants who are in unsubsidized employment during the second quarter after exit from the program. For WIOA Title I Youth, the indicator is the percentage of participants in education or training activities, or in unsubsidized employment during the second quarter after exit.
- **Employment Rate – 4th Quarter after Exit:** The percentage of participants who are in unsubsidized employment during the fourth quarter after exit from the program. For WIOA Title I Youth, the indicator is the percentage of participants in education or training activities, or in unsubsidized employment during the fourth quarter after exit.
- **Median Earnings – 2nd Quarter after Exit:** The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program.
- **Credential Attainment:** The percentage of those participants enrolled in an education or training program (excluding those in On-the-Job Training [OJT] and customized training) who attain a recognized post-secondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within four quarters after exit from the program. A participant who has attained a secondary school diploma or its recognized equivalent is included in the percentage of participants who have attained a secondary school diploma or its recognized equivalent only if the participant also is employed within four quarters after exit or is enrolled in an education or training program leading to a recognized post-secondary credential within 365 days of exit from the program.

WIOA Performance Measures Overview

Source: State of Michigan WIOA Manual



Measurable Skill Gains: The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized post-secondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment. Depending on the type of education or training program, documented progress is defined as one of the following:

- Documented achievement of at least one educational functioning level of a participant who is receiving instruction below the post-secondary education level.
- Documented attainment of a secondary school diploma or its recognized equivalent.
- Secondary or post-secondary transcript or report card for a sufficient number of credit hours that shows a participant is meeting the state's unit academic standards.
- Satisfactory or better progress report towards established milestones, such as completion of OJT or completion of one year of an apprenticeship program or similar milestones, from an employer or training provider who is providing training.
- Successful passage of an exam that is required for a particular occupation or progress in attaining technical or occupational skills as evidenced by trade-related benchmarks, such as knowledge-based exams.