
Career Educational Advisory Council (CEAC) Meeting Minutes December 4, 2023

CALL TO ORDER – Committee Chair, Tim Staffen, called the meeting to order at 1:05 p.m. at Kalamazoo RESA, Rooms C & D, 1819 E. Milham Road, Kalamazoo, Michigan.

MW SOUTHWEST CEAC MEMBERS PRESENT

Dr. Dennis Baskin (KCC) [∇]
Jim Berry (SJC ISD/CTE)
James Brylowski (Labor-MI Building
Construction Trades)
Cindy Goss (KRESA/CTE)
Jerry Johnson (ISD-Calhoun)
Sarah Mansberger (KRESA ISD)
David Maurer (PS-Humphrey Products)

Rebecca Murphy (BCPS)
Brian O'Donnell (PS-Hi-Tech Electric)
Sue Quiter (BACC) [∇]
Dustin Scharer (BACC/CTE)
Tim Staffen (CISD/CTE)

[∇] Attended virtually

STAFF PRESENT

Ashley Iovieno (MWSW)
Kathy Olsen (MWSW)

Shelby Springett (MWSW)

OTHERS PRESENT

Scott Cubberly (KCC) [∇]
Brandon Fuller (MI-DTMB) [∇]

MW SOUTHWEST CEAC MEMBERS ABSENT

Janre Ajayi (GOCC)
Dr Mark Dunnebeck / Kevin Lavender (KVCC)
LaToy Green (Parent)
Dr. Diane Owen-Rogers (MiSTEM)
Andrea Rainer (Huron Pottawatomi)

Windy Rea (Job Corps)
Tammy Schiller (CISD/CACC)
Jim Sertic (PS-Sertic Consulting)
Ken Willcutt (Labor-Plumbers & Pipefitters
& HVACR Local Union 357)

INTRODUCTIONS/ANNOUNCEMENTS

Individuals present introduced themselves and the agency/company they represented.

MINUTES (*Exhibit A*)

Motion by Brian O'Donnell and supported by Dustin Scharer to approve the October 16, 2023 CEAC meeting minutes. Motion carried.

61(b) STRATEGIC PLAN UPDATE

Tim Staffen reported each CEAC within a region must rank their top five career pathways. All CEACs submit their top five as part of the Statewide plan and a program must appear on any one of the top five lists throughout the state to be eligible for Perkins V funding. Following a CEPD Directors' meeting, a minor change was made to the local 61(b) plan prior to submission. Jim Berry added that there are ten regions in the State and region 8 has two Career Educational Advisory Council's (CEAC), one of which is

part of Michigan Works! Southwest (MWSW). Mr. Staffen reported that all local CTE programs in the MW! Southwest service area are represented on at least one top five list within the State and therefore will qualify for funding.

COMPREHENSIVE LOCAL NEEDS ASSESSMENT (CLNA)

Tim Staffen reported an update to the Comprehensive Local Needs Assessment (CLNA) for Career Technical Education (CTE) is required at the regional level every two years. This process includes an in-depth look at the entire local CTE system and identifies areas where targeted improvements can be made that would lead to increased opportunities for student success. The CLNA process begins with agencies at the operational level; it then moves to the Career Education Planning District (CEPD) level; and then to the regional level. Feedback gathered at the last CEAC meeting pertaining to talent shortages, barriers to employment and retention factors, along with labor market information, is taken into consideration for the CLNA. Additional factors include program wait lists, recruiting and retaining teachers, and equity and access for special populations using 2021-22 performance data which may be a bit outdated.

The operational level CLNA is complete. The CEPD level and regional level CLNA should both be completed by mid-January. Additional feedback would then be gathered, prior to the final submission to the State which is due February 4, 2024.

CEAC RECERTIFICATION

Updated Draft Membership for 2023-2025 (Exhibit B) – Kathy Olsen reported the final State policy that included recertification requirements for local Career Educational Advisor Councils (CEAC) was released. An updated membership list for the Michigan Works! Southwest CEAC was included with the agenda packet. She requested approval from the CEAC membership to forward the membership list to the Workforce Development Board (WDB) for approval.

Motion made by Brian O'Donnell and supported by Dave Maurer to approve the recommended membership for the Michigan Works! Southwest Career Educational Advisory Council recertification and to forward the list to the Workforce Development Board for approval. Motion carried.

CEAC Roles and Responsibilities (Exhibit C) – Kathy Olsen reported on the exhibit identifying WDB and CEAC responsibilities that was included in the State policy. A copy of the exhibit was included in the agenda packet. Responsibilities include advising the WDB on career and education related items, reviewing and commenting on the CLNA, reviewing and commenting on the Perkins V long range plan and activities, collaborating on the development of the Regional 61(b) plan; coordinating with the MiSTEM Network and collaborating with MiSTEM for the MiSTEM regional strategic plan.

MI STEM NETWORK UPDATE (Exhibit D) – Kathy Olsen reported for Diane Owen Rogers. She reported that the Southwest MiSTEM is working on an annual strategic plan submission as part of the yearly regional grant process with the Michigan Department of Education. Dr. Rogers works to bring information from both CEACs in the MiSTEM Region into the strategic planning process and Tim Staffen, CEAC chair for Michigan Works! Southwest serves on the MiSTEM Network Southwest Region's Advisory Board. Information regarding professional development opportunities available in February 2024 and during the summer of 2024 was included in the Exhibit that was included in the agenda packet.

BUSINESS UPDATES

Humphrey Products - Dave Maurer reported there has been a slowdown in hiring; however, there is a robust workforce, and he has been receiving multiple applications for open positions. In his opinion, 2024 should be strong for manufacturing.

Hi-Tech Electric - Brian O'Donnell reported Hi-Tech Electric is hiring entry-level electricians. There is a high demand for journeyman level electricians; however, it takes five years to reach that level. There is an extreme shortage of journeymen across the region. It is expected that there will not be a slowdown and electricians will be busy for at least the next eight months. Dave Maurer added that journeymen are also needed for apprenticeships to work under. In response to a question from Jim Berry as to how to get students interested in HVAC and electrical career paths, Mr. O'Donnell offered to meet with students and to facilitate and support introducing them to these pathways.

Michigan Works! Southwest Business Solutions - Ashley Iovieno reported Michigan Works! Southwest has been busy assisting with career exploratory events. An *MiCareerQuest™ Southwest* event was held in October at the Kalamazoo fairgrounds and it included an evening event open to the public where over 360 individuals attended. Staff also assisted with a *Career Day* during the month of October in Branch County. The current application period for Going PRO Talent Fund grants just ended and all local applications have been submitted to the State. Staff are waiting for the State announcement of grant awards which is expected in mid-December. The next *Going PRO Talent Fund* grant cycle will be in March 2024. There are multiple *apprenticeship opportunities* such as the State Apprenticeship Expansion (SAE) grant for youth ages 16-24, as well as braided funding from MiRAMP and MiSTAIRS grants. The first meeting of the *Advanced IT Solutions* is scheduled for October 31, 2023. Staff are also confirming 2024 meeting dates for the Michigan Work! *Southwest Healthcare Consortium*. Another *MiCareerQuest™ St. Joseph County* event is scheduled for May 2, 2024 at the Doyle Center in Sturgis.

EDUCATION UPDATES

Secondary Education

Kalamazoo RESA – Cindy Goss reported Kalamazoo RESA is working on improving enrollments of special populations through outreach into neighborhoods. An annual event will be held at the Air Zoo in February 2024 to promote Career Technical Education (CTE), Education for the Arts (EFA), and Early Middle College (EMC). There will also be an open house on December 11, 2023 at the Northside Association of Community Development (NACD) that will include dinner. The event will focus on outreach for young adults and two generation programs. Last Monday, an outreach event was held at El Concilio Kalamazoo that included dinner, interpreters, and representatives from various school districts. The mobile Discovery Lab has been visiting schools with a focus on grades 6 through 8, and it was also at the *MiCareerQuest™ Kalamazoo* event. Multiple interpreters such as Spanish, French, and ASL were also at the *MiCareerQuest™ Kalamazoo* event.

Branch Area ISD – Dustin Scharer reported approximately 440 ninth grade students attended the Career Day on October 19, 2023. On November 7, 2023, tenth grade students visited the Branch Area Career Center, and each student had the opportunity to spend a half hour in two programs each. Staff are currently planning an eighth grade Discovery Day. Students are referred by local schools and some may be considered at risk. Last year, staff immediately saw improvements in attendance and participation for the students who were referred. Plans are to increase the enrollment from the 25 served last year to 35 or more this year. The follow-up surveys with last years' CTE students had a 76% response rate. Staff are also working on a grant application for 61(s) funding. A couple of million dollars is available and awards can be up to \$50 thousand dollars. The proposal will be for technical improvements for a corn planter and greenhouse.

St. Joseph County ISD – Jim Berry reported he attended the National CTE Conference VISON in Phoenix and the attendance of approximately 200 individuals was nearly double that of previous years, which most likely could be attributed to 61(i) funds. He shared information regarding emerging technologies that were introduced at the conference and while there, he was able to experience a ride in a WAYMO autonomous vehicle. St. Joseph County received a 61(b) planning grant, and he reported that this funding will be used to focus on developing a Teacher Academy. In mid-October he attended the OCTE conference where it was announced that additional funding will be available through 61(a), 61(b) and 61(c). Of the 50 CTE programs available throughout the State, 26 programs have been updated and there are 371 post-secondary credentials available. At St. Joseph County, seven CTE program are currently being evaluated for updates.

Calhoun County ISD – Tim Staffen reported Calhoun ISD is working on a regional improvement plan to address math, reading and credential attainment. He noted that one score was missed by six students and that it might be due to a reporting issue because some students earn their credential after leaving school. He noted that for that program the Calhoun Career Center paid for 58 students, yet only 7 had reported; and that what does not get reported, does not get counted. For this year, as of November 1, 2023 there are 36 credentials reported in phlebotomy and cyber-security and he is confident that the goal will be met this year. He reported the math and reading is based on Michigan Merit exams taken before the students enroll at the Career Center. The ISD is trying out activities around a remedial strategy. For science, this year's data will be used for accountability next year. A successful Public Service Career Day was recently held, and it included career exploration for the military, EMT, police, fire, social work, and corrections. Of the students who attended, 30-40% of the students explored the social work and corrections careers.

Post-Secondary Education

Kellogg Community College – Scott Cubberly reported Kellogg Community College is working with Choose Marshall and the Marshall Area Economic Development Alliance (MAEDA) on an ad campaign to increase participation in the industrial trades industries. They are seeking employers to partner with for placing students in internships and co-op employment. The plan is to have each employer host approximately twenty students in electric and welding opportunities.

Glen Oaks Community College – No report.

Kalamazoo Valley Community College – No report.

Adult Education

Jerry Johnson reported that the Adult Education provider meeting was held earlier today and at the meeting it was reported that there have been significant enrollment increases. The region received an additional \$800 thousand for fourteen providers to expand programs. The next three-year cycle for Adult Education will begin in early 2024. Plans are to release the Request for Proposal (RFP) on January 22, 2024 and he requested assistance from CEAC members to help get the word out. He noted that a couple of entities have already expressed interest in applying. RFP responses will be due on February 23, 2024 and volunteers from each ISD in the region will be asked to participate on the review committee. The announcement of awards is planned for April 19, 2024; however, it could be sooner. Another \$15 million in 107(a) funding is available for innovative programs. A last minute change from legislators requires a partnership with the Michigan Department of Labor and Economic Opportunity (LEO) and Talent First, a non-profit located in Grand Rapids, will lead the grant implementation. All fourteen providers in Michigan's Southwest region are planning to submit a joint application as a region. A draft of the shell application is being prepared that includes plans for interns, navigators and bridging gaps. Additional partners are desired if an award is made to the Southwest Michigan region. The grant announcement may occur in early February.

MI Job Corps

No report.

OTHER UPDATES - EVENTS and ANNOUNCEMENTS

Jim Berry reported that Paul Bergan recently passed away. He was a coach and educator who also served as a CTE Director in Berrien County.

PUBLIC COMMENTS

None.

NEXT CEAC MEETING

The next CEAC meeting is scheduled for Monday, March 18, 2024, from 1:00-3:00 p.m. at the Upjohn

Institute, 300 S. Westnedge Avenue, Kalamazoo, Michigan. Members were encouraged to attend in-person, however, in case a member or CEAC partner's situation warrants virtual attendance, a virtual link will be made available.

ADJOURNMENT

With no further business to conduct the meeting was adjourned at approximately 2:12 p.m.

Respectfully submitted,

Kathy Olsen, CEAC staff support

Tim Staffen, Chair CEAC