
**Workforce Development Board
Executive Committee Meeting Minutes
April 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 Shelby Springett introduced individuals attending virtually.

WDB Executive Members Present:

Randall Hazelbaker (PS)*	Brian O'Donnell (PS)*	* Exec Committee
Kris Jenkins (Educ)*	Frank Tecumseh (PS)*	∇ Attended virtually
Jackie Murray (PS)*		

WDB Executive Members Absent

Lisa Godfrey (PS)*	David Maurer (PS)*
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Other WDB Members Present

Jeff Hepler (PS)	Jose Orozco (CBO)	Paul Watson (Educ)
Al Ives (PS) ∇		

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

Jakki Bungart-Bibb (MWSW)	Amy Meyers (MWSW)	Shelby Springett (MWSW)
Jamar Herron (MWSW)	Kathy Olsen (MWSW)	
Ashley Iovieno (MWSW)	Amanda Rosenberg (MWSW)	

Guests

Paige Daniels (KRESA) ∇	Ben McCloud	Amanda Sutherland (KRESA) ∇
Kristine Stevens (GOCC)	(for Congressman Huizenga)	

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

None.

APPROVAL OF MINUTES (Exhibit A)

Motion made by Randall Hazelbaker and supported by Brian O'Donnell to approve the March 21, 2024 Executive Committee meeting minutes. Motion carried.

COMMITTEE REPORTS

Disability Awareness Resource Team (DART) Committee

Kathy Olsen reported the Disability Awareness Resource Team (DART) Committee met on April 16, 2024. The Committee reviewed the history of DART, which began in August of 2000, and the committee's work plan. Members also provided information for local resources that included the following:

- *Metro Link* is an app-driven, on-demand rideshare service that combines the best aspects of public transportation with the flexibility of the private on-demand transportation services. Additional details can be found in the [Media Release](#).
- *Disability Network* is seeking individuals ages 16-29 with a disability to participate in an 8-week [Advocacy Academy](#). Participants will choose an issue related to disabilities and create a campaign. Interested individuals should contact Holly Baker at bakerh@dnswm.org at Disability Network.
- The *annual ADA celebration* is scheduled for July 29, 2024 at the Farmers Market from 11:30 a.m. to 1:30 p.m. and includes lunch.
- *Michigan Rehabilitation Services (MRS)* is working with the Northside Association and the Michigan Career and Technical Institute (MCTI) to hold another *ten-week CNA Training*. Individuals should be referred to MRS for enrollment.
- The *MCTI training calendar* now runs year-round and has transitioned to small groups using a hybrid format with a combination of in-person and online instruction. *Tours* are available for the MCTI Training Center, interested individuals should contact their main number to schedule.
- *The Arc Community Advocates* has quite a few upcoming events posted on their [website](#). One being the *Journey of Hope* on July 27, 2024 at Milham Park where cyclists who are traveling cross-county to raise awareness of disabilities will be making a stop in Kalamazoo.
- *Echo Dots and Fire Tablets* donated by Amazon Prime and Arc National are available for individuals with disabilities. They are to assist with day-to-day living and are intended for those with limited income or low income and there is no age limit for the devices. Individuals can apply using the [online form](#) on the Arc Community Advocates website. When applying, indicate who would be using the device, their age, and what disability they have.
- The *KRESA Summer MyCITY* application period ended for youth in Kalamazoo County. Participants will be dual enrolled with WIOA.
- *MSHDA MICH grants* are available for individuals with disabilities for assistance with accessibility and energy efficient home repairs and upgrades. Individuals can apply online www.arp.michigan.gov or call 844-477-0349. More information is also available by calling 517-335-2524.
- DART members were invited to attend *MWSW partner meetings* to further share information.
- *Resources for small business development* included SCORE; Can-Do Kalamazoo, an incubator kitchen; and Room 35, a new business in Kalamazoo that is focused on assisting small businesses.

NEW BUSINESS

Plans

Amanda Rosenberg requested Board consideration and approval of two workforce development plans. They included the following: (1) *AY21 and AY22 Workforce Innovation and Opportunity Act (WIOA) Statewide Activities Funding to Support WIOA Participant Training Plan* as described in *Exhibit B1* that was included in the agenda packet; and (2) *FY2024 Michigan Citizen Reentry Initiative (MiCRI) Stage 2 Activities Plan* as described in *Exhibit B2* that was included in the agenda packet. Amy Meyers reported the MiCRI Stage 2 services will be provided to individuals housed at KPEP, a Residential Reentry Center (RRC), located in Battle Creek and Kalamazoo.

Motion made by Brian O'Donnell and supported by Kris Jenkins to approve the AY21 and AY22 Workforce Innovation and Opportunity Act (WIOA) Statewide Activities Funding to Support WIOA Participant Training Plan, and the FY2024 Michigan Citizen Reentry Initiative (MiCRI) Stage 2 Activities Plan. Motion carried.

STAFF REPORTS

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

Ashley Iovieno provided an update on the services to businesses. The Business Solutions Dashboard (*Exhibit C*) included employment rates for the four counties in the MW! Southwest area, job postings data which aligned with the Lightcast Data Analytics (*Exhibit D*) sent to Board members prior to the meeting, the number of employers served, data for the Going PRO Talent Fund (GPTF) Cycles I and II, and the GPTF Employer Led Collaboratives

(ELCs). She further reported on changes regarding the State’s Labor Market Newsletter and the new website for the Michigan Center for Data and Analytics. Individuals interested in receiving this information directly should update their preferences on the [State’s website](#). Ms. Iovieno reminded members of the upcoming event, MiCareerQuest™ St. Joseph County and noted that anyone interested in a tour of the event should contact her at iovieno@upjohn.org. Lastly, she reported on events that occurred on April 17, 2024 which included the Impact Awards in Lansing, a job fair in Albion, and an event at the KCC Binda Center highlighting the partnership with the Double Tree Hotel in Battle Creek.

Operations Update and Dashboard (Exhibit E)

Amy Meyers reported on highlights from the MWSW Services Dashboard (Exhibit E) data. She answered questions and provided further clarification pertaining to the PATH program requirements. Ms. Meyers reminded members that the LEAP (Learn, Earn and Provide) Program has changed to GEMS (Gain Employment, Maintain Success), however the scope and purpose of the program has not changed. The final Q3 Workforce Innovation and Opportunity Act (WIOA) performance numbers should be available at the May WDB meeting. Staff professional development was provided by the One-Stop Operator and it included the history of workforce development, acronyms, performance, and local programs and services. The 50th anniversary of the Center for Workforce Innovation and Solutions (CWIS) will be celebrated in 2024. Ms. Meyers reported the Institute began involvement with workforce development programs in the 1970s and CWIS was formerly referred to as the Employment Management Services Division (EMSD) of the Upjohn Institute. In 2021, EMSD rebranded to CWIS and expanded its scope to include Pulse and the Employer Resource Network® (ERN®). A sample of CWIS outreach materials created by LKF Marketing was distributed to members at the meeting. Ms. Meyers added that the employee and business from MW! Southwest who were recognized at the MW! Association’s Annual Impact Awards event in Lansing yesterday will also be recognized at the May WDB meeting. The impactful video will be shown at the meeting and if members would like a sneak peak, a link to the video can be found on MW! Southwest social media sites. Members were reminded of the WDB portal on the website where additional local information such as programs, an acronym directory, and WDB materials can be found. A brief discussion of the benefits of the Employer Resource Network® and potential expansion in Branch County also took place.

Director’s Report (Exhibit F)

Jakki Bungart-Bibb distributed a written Director’s Report (Exhibit F) which was also posted on the MWSW website. Topics covered in the report included the Governor’s workforce plan and Director Corbin’s plans to present at the MW! Southwest WDB meeting in May. A link to the State plan, as well as a link to the current local plan, will be sent to Board members. An update regarding MW! priorities that included the Going PRO Talent Fund (GPTF) and the Barrier Removal Employment Services (BRES) funding for the Governor’s budget was also provided. Ms. Bibb reported there has been legislative movement regarding reauthorization of the Workforce Innovation Opportunity Act (WIOA). The new legislation is called *A Stronger Workforce for America Act*. A link to the Director’s Report and the information within it was sent to members following the meeting.

OLD BUSINESS

None.

PUBLIC TIME

Kristine Stevens from Glen Oaks Community College reported that Jakki Bungart-Bibb recently spoke at an event at Glen Oaks Community College for the American Association of Women at Community Colleges, and she did a fantastic job telling her very impactful story. Ms. Stevens noted that Jakki gave credit to her mentor, Nancy Percival, a former board member at the college.

MEMBERS’ TIME

None

