



Southwest Michigan Prosperity Committee

Meeting Agenda

MEETING DATE: March 1, 2018
MEETING TIME: 2:30 pm
MEETING LOCATION: Van Buren County Conference Center
490 South Paw Paw Street, Lawrence, MI 49064

Time

2:30 pm

2:30-2:35 pm

2:35-2:40 pm

2:50-2:55 pm

2:55-3:05 pm

3:05-3:55 pm

3:55-4:00 pm

4:00 pm

1. **Call to Order & Introductions**
2. **Action: Approval of the Agenda**
3. **Action: Approval of the Minutes**
4. **Citizen Comments**
5. **Discussion: 2018 Grant Application/Work Plan**
 - a. Discuss the response from the state on our application and work plan
 - b. Review updated budget and work plan
6. **Discussion: 2018 Area of Focus**
 - a. Review the updated results of the survey
 - b. Discussion of most persistent regional challenges
 - i. Categorize areas of focus into:
 1. Own
 2. Support
 3. Endorse
 - ii. Select one area to "own" in 2018
 - iii. Define the area of focus – e.g. scope, geographic scale, timeframe
 - iv. Identify local, state, and federal partners and experts on the subject
7. **Committee Member Comments**
8. **Action: Adjournment**

Next Meeting: May 3 in Kalamazoo

Southwest Michigan RPI Collaborative Committee

February 1, 2018 Meeting Minutes

Committee Members Present: Jackie Bibb, Vince Carahaly, Michael Evans, Bridgette Jones (phone), Pat Karr, Shane Kissak (phone), Joanna Johnson, Jason Latham (phone), Bob Miller, Deb Miller, Zack Miller (for Dan Peat), Richard Remus, Brian Sanada, Jon Start, Rachel Wade (phone)

Committee Members Absent: Jill Bland, Barbara Craig, Ben Damerow, Grant Fletcher, Kenneth High, Ken Jones, Lynn Johnson, Jan Karazim, Dan Peat, David Reid, Tom Richardson, Barbara Rose, Kelly Scott

Also Present: John Egelhaaf, Lee Adams, Rebecca Harvey

Call to Order

Evans called the meeting to order at 2:30 p.m.

Introduction of Members

Introductions of Committee members and guests were made.

Approval of Agenda

The agenda was reviewed and approved as presented.

Election of Officers for 2018

Evans stated that per the Bylaws of the RPI Committee, the election of officers for 2018 was in order. He noted that members wishing to run for an officer position had been advised in December to submit a letter of interest in preparation for the annual election.

Adams noted that letters of interest to serve as Chair of the Committee had been received from Michael Evans and Vince Carahaly.

Brief statements were made by the candidates. A secret ballot vote was held. Adams/Egelhaaf announced that Vince Carahaly was elected as Chair.

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Adams noted that no letters of interest to serve as Vice Chair of the Committee had been received. Start, the Committee's sitting Vice-Chair, stated that he would like to withdraw his name from consideration as Vice-Chair and **move** to nominate/elect Michael Evans as Vice-Chair for 2018. Motion **supported** by B. Miller. The **motion carried**.

Adams noted that no letters of interest to serve as Secretary of the Committee had been received. **Motion** by Johnson, **supported** by Start, to nominate/re-elect Ken Jones as Secretary for 2018. The **motion carried**.

Approval of Minutes – December 7, 2017

Karr noted the following corrections:

Page 5, Committee Member Comments – 1st statement should be corrected to read 'Karr - ~~BCATS~~ **Battle Creek Transit** will be updating the area's transit plan with a completion date of July, 2018 estimated. She noted that the ~~update~~ **Battle Creek visioning activity** will have a focus on workforce transportation.'

Page 1, Approval of Agenda – add clarifying statements made by Jill Bland on the *Talent Anchor Strategy* 2017 project proposal.

Motion by Karr, **supported** by Remus, to approve the December 7, 2017 minutes as amended. The motion **carried unanimously**.

Citizen Comments

Dorla Bonner, Community Investment Manager for the City of Kalamazoo, introduced herself and expressed interest in being a part of the RPI conversation. Limited discussion ensued regarding the focus of her program and the potential for a partnership with the RPI on prosperity-related efforts.

No further citizen comments were offered.

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Membership

Egelhaaf provided an overview of the updated Committee membership roster. He noted that members have been designated as ‘unclear status’, ‘resigned/job change’, ‘potential replacement’ . . . and ‘active member’ to assist in the discussion of where membership replacement is needed.

It was noted that the status of Barbara Craig, Ben Damerow, Grant Fletcher, and Jan Karazim should be changed from ‘active member’ to ‘resigned/job change’. General discussion ensued regarding the sectors represented and where additional representation is needed.

Egelhaaf stated that he will update the roster per the discussion. He requested that suggested replacements be forwarded to RPI staff where geography, sector representation and suggested applicants will be considered in filling identified vacant seats.

Monthly Financial Report

Egelhaaf referenced and provided an overview of the 2017 Financial Report for the RPI – Region 8. He noted the following: the first sheet of the report includes all of the revenue/expenses for 2017 and represents the ‘end of the year’ report for 2017; the second sheet of the report reflects the proposed budget for 2018 and the financial report for January, 2018; the 2018 budget reflects a 2017 Roll Over of \$32,567.

He added that 2017 project invoices are coming in and that the consistent project reporting supports the payout schedule.

2018 Grant Application/Work Plan

Egelhaaf noted that the 2018 Budget previously presented reflects a 2018 Grant Award of \$250,000. He stated that currently the 2018 grant award is unknown, so the budget was developed showing the amount of the grant request.

In response to Committee questions, Egelhaaf advised that there has been no word to date from DTMB to any of the Regions.

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2018 Area of Focus

a. Review of Survey Results:

Adams provided an overview of the results of the survey that was executed for the purpose of identifying how the general populous of the Region defines ‘prosperity’. He reminded that the survey results were proposed to then be used to inform the focus issue for 2018.

Using a power point presentation, he provided the following summary of results:

- *Demographics* – respondents were generally older; white; employed full time; well-educated; a home owner, and with family incomes > \$100,000.
- *Prosperity Opinions* – defined mostly in terms of economics; supports a focus on roads, new businesses, job training opportunities, housing options, and retaining college graduates.

Prior to completing the overview of the survey results, lengthy Committee discussion ensued regarding the lack of diversity in survey respondents. The value of re-running the survey in an attempt to increase overall participation and to increase the variation in the profile of the respondent was discussed.

Committee members noted support for the content of the survey tool and agreed that increased participation in the survey would be positive. Several members opined that a re-run of the survey should be focused on increasing participation among the demographics not well-represented in the current results.

Adams noted that the survey graphs that show responses by demographic reveals that the responses are similar across the board.

Concern was expressed that a re-run of the survey will not significantly impact the results and instead may stall the exercise and delay the 2018 work program.

Egelhaaf stated that if the survey could be efficiently re-executed and completed in February, with a commitment by the Committee to move on at that point . . . the timeline for identification of the 2018 focus issue will not be substantially impacted.

It was agreed to extend the survey to February 23 and to facilitate increased participation in the survey through 1) an update of the press release advertising the survey, and 2) use of Committee members to help with access and distribution of the survey to demographics under-represented in the first execution.

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Egelhaaf confirmed that ending the survey on February 23 would allow for sufficient time to assemble/analyze the survey results prior to the March 1 Committee meeting.

It was noted that agenda items 9.b. and 9.c. will be taken up at the March 1 Committee meeting.

Committee Member Comments

Bibb – MI Works/United Way 2018 Career/Life Expo will be held on February 20, 2018 at Wings Event Center in Kalamazoo.

Evans – planning for the 2018 Talent Summit is in progress.

Johnson – a lot is happening with infrastructure across the Region and the State.

Committee – many thanks to Michael Evans for his leadership and contributions as Chair of the RPI Committee for 2016 and 2017.

Adjournment

There being no further items for consideration, the meeting was adjourned at 4:10 p.m.

Next Meeting: *March 1, 2018 – Van Buren Conference Center (Lawrence)*



STATE OF MICHIGAN
EXECUTIVE OFFICE
LANSING

RICK SNYDER
GOVERNOR

BRIAN CALLEY
LT. GOVERNOR

February 5, 2018

John Egelhaaf
Executive Director
Southwest Michigan Planning Commission
376 West Main Street, Suite 130
Benton Harbor, MI 49022

Dear John,

Thank you for applying for Regional Prosperity Initiative funding for 2018 and for your continued commitment to regional collaboration.

Your fiscal year 2018 application was for a Regional Prosperity Tier 1 grant. Based on a review of your application, Region 8 continues to illustrate success within the region. The fiscal year 2018 total appropriation for the Regional Prosperity Initiative is \$2.5 million to be spread among applicants statewide. The amount of requested dollars significantly outpaced the available expenditure, and no application will be granted at its full requested amount. As such your grant request has been approved for an amount totaling \$180,897.00.

I acknowledge that this approved amount is a reduction from your requested grant. Please notify me if you intend to accept this grant at this reduced amount and submit a revised spending plan and timeline to reflect the award amount. In addition, please sign and return the attached contract, to be submitted with your revised spending plan. When your revised timeline, spending plan, and contract are submitted, our staff will ensure that the DTMB is able to make the grant payment to your organization in a timely manner.

Please contact me at armstronga2@michigan.gov or 616-430-0705 if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Anne Armstrong".

Anne Armstrong
Associate Director of the Office of Urban Initiatives
Office of the Governor



STATE OF MICHIGAN

DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
LANSING

RICK SNYDER
GOVERNOR

DAVID L. DEVRIES
DIRECTOR

Regional Prosperity Initiative Contract Agreement

This Contract Agreement (“this agreement”) is made effective on _____ BETWEEN THE State of Michigan, 320 S. Walnut St, Lansing, MI 48933 and the Southwest Michigan Planning Commission, 376 West Main Street, Suite 130, Benton Harbor, MI 49022.

In the Agreement, the party who is granting the funds will be referred to as DTMB and the party who is receiving the funds will be referred to as grant recipient. The parties agree as follows:

- 1. GRANT OF FUNDS:** DTMB is vested with the authority and responsibility to disburse the Regional Prosperity Initiative grant funds according to legislative boilerplate. Funds are to be awarded in accordance with boilerplate and distributed to eligible grant recipients in a timely manner.
- 2. GRANT EXPENDITURES:** Grant recipients shall make expenditures in accordance with the applications submitted to DTMB and approved by the Regional Prosperity Initiative program. Expenditures should be transparent and accounted for after the grant term. Funds are not intended for use to supplant traditional funding sources for organizational capacity or staffing.
- 3. MODIFICATIONS:** Unless the prior written approval of DTMB is obtained, the grant recipient may not modify or change the proposal, timeline or budget.
- 4. METRICS and DELIVERABLES:** The grant recipient is responsible for the metrics and deliverables proposed in their approved application and required in the legislative boilerplate pertinent to this program.

Please sign and return one copy of this agreement to our office and retain one copy for your files.

Grant Recipient Signature

Angela Ayers
Director of Strategy
Governor Snyder

Enter Inside Address

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Enter Letter Date