



## Region 8 Prosperity Committee Meeting Agenda

**MEETING DATE:** August 4, 2016  
**MEETING TIME:** 2:30 pm  
**MEETING LOCATION:** *W.E. Upjohn Institute*  
*300 S Westnedge Ave – Kalamazoo, MI 49007*

1. **Call to Order & Introductions**
2. **Action:** Approval of the Agenda
3. **Action:** Approval of the Minutes
4. **Citizen Comments**
5. **Discussion:** Monthly Financial Report
6. **Discussion/Action:** Project Selection
  - a. Review recommendation from review panel
  - b. Formally award funding
7. **Discussion:** Committee Membership
  - a. Discussion regarding membership composition
8. **Discussion:** Project Updates
  - a. Review progress made by grantees
9. **Discussion:** Long-Term Vision for Prosperity Committee/Organization
  - a. Discussion of Tier Two
10. **Discussion:** Regional Initiatives
  - a. Updates on state projects with RPI involvement
  - b. Update on RPI funding in the state budget
11. **Committee Member Comments**
12. **Action:** Adjournment

***Next Meeting:*** September 8, 2016 in Dowagiac, MI – Specific location is forthcoming

# **Southwest Michigan RPI Collaborative Committee**

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July 7, 2016 Meeting Minutes

**Committee Members Present:** Therese Cody, Barbara Craig, Ben Damerow, Michael Evans, Luann Harden, Pat Karr, Deb Miller, Richard Remus, Jon Start

**Committee Members Absent:** Dennis Berkebile, Jill Bland, Grant Fletcher, Kenneth High, Lynn Johnson, Bridgette Jones, Ken Jones, Jan Karazim, Shelley Klug, Jason Latham, Juanita Miller, Dan Peat, David Reid, Ron Reid, Barbara Rose, Sandy Standish, Rachel Wade

**Also Present:** John Egelhaaf, Lee Adams, Rebecca Harvey

## **Call to Order**

Chair Evans called the meeting to order at 2:40 p.m.

## **Introduction of Members**

Introductions of Committee members and guests were made.

## **Approval of Agenda**

It was noted that a quorum of the Committee was not present. The Committee members present agreed to move forward with the agenda as presented.

Chair Evans stated that the presence of a quorum at monthly meetings has become a problem since the expansion of the RPI Committee membership and that discussion of a reconfiguration of the Committee may be an appropriate future agenda item.

## **Approval of Minutes**

The Committee members present agreed to accept the proposed June 2, 2016 minutes as presented.

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## **Citizen Comments**

James Sisson, St Joseph County, extended his thanks to the RPI for the 2015 financial support of the river trail project in St Joseph County. He provided the Committee with an update of the project, noting that three river access points had been completed, successful river maintenance partnerships developed, and a marketing scheme has been launched since receipt of the grant. Sisson stated that the RPI grant was instrumental in improving access to the County-wide river trail.

## **Monthly Financial Report**

Egelhaaf reported that \$62,289 of the \$227,718 total budget has been expended to date. He noted that two payments remain on the 2015 grants and that the remaining line-items are on budget.

He reminded that the budget is on a one-month lag and so the report provided is current as of the end of May.

## **Long-Term Vision for Prosperity Committee/Organization**

*Facilitation:*

Don Edgerly, Administrator with the Upjohn Institute, was present to continue facilitation of the RPI's strategic planning session initiated in May. He reiterated that the goal of the session is to define what the future of the RPI will look like and to take that idea and make it tactical with established measures of success. He then provided an overview of the planning process and gave a recap of the work accomplished at the May and June RPI meetings.

He proceeded to lead the Committee through the remaining two visioning questions.

*Question 7:* What should be the process for linking to other regional initiatives?

Responses:

- There are several other regional bodies that operate in Region 8 . . . we must 'deputize' and not duplicate work. A difficult task.
- Who are the other bodies? An asset map of the regional entities is needed.

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- The State is not providing this information; maintaining an awareness of the regional work being done is a regional task.
- There is a distinction between a ‘regional project’ and a ‘regional body’ or ‘regional institution’.
- Developing communication pathways would lay the ground work for collaboration.
- Keep ‘why we are doing this’ at the forefront - - ‘to reduce duplication of efforts and find a synergy for cost-effectiveness.’
- This awareness of each other is exactly what is lacking.
- There is a new interest in collaboration . . . but it is typical of regions not to know about any other regional entities.
  
- Action Items: (Adams/Egelhaaf to initiate)
  - 1) Develop an inventory of regional entities.
  - 2) Develop a communication process to link regional entities (‘develop linkages’).

*Question 8:* What should be the process for the RPI interacting with state departments and other agencies?

Responses:

- Submission of Prosperity Plan to DTMB, TED – MSHDA/MEDC, DNR/DEQ.
- Awareness of each other may lead to a tap into expertise and knowledge.

Edgerly stated that he will take the responses of the Committee to the eight questions posed and draft a provisional strategic plan to bring back to the Committee for discussion and inclusion in the Regional Prosperity Plan.

It was agreed that the Committee officers will establish the timeline for the development/review of the strategic plan.

*Tier 2 Discussion:*

Egelhaaf summarized that the limitations of a Tier 1 status include the availability of resources and subject expertise and that the distinctions of a Tier 2 status include shared administrative services and shared decision-making.

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Start questioned what ‘shared administrative services’ means and what ‘shared decision-making’ looks like in the RPI structure? Egelhaaf stated that the Tier 2 approach suggests a collapse of the current structure. He noted that Tier 2 is the process for creating that system and Tier 3 is where the shared activity starts to occur.

Start suggested that a review of the operational structure of existing Tier 2 regions would be helpful. Egelhaaf agreed but reminded that Region 8 can structure our approach to what best fits our opportunities . . . ‘to make it look how we want it to look’. He stated that the State is anxious to have a ‘Tier 2’ conversation with us to help us understand that profile. It was noted that the conversation will also help the Region identify alliances and willing participants.

Egelhaaf and Adams were directed to provide the requested information for the July meeting for Committee discussion and ‘next step’ action.

## **Regional Initiatives**

Chair Evans suggested that updates on ‘regional initiatives’ be reported per the silos in the RPI Prosperity Plan. He stated that this would more easily allow the Committee to measure progress of Plan objectives and identify available measures of support (ie. funding; resources).

## **Project Selection**

Egelhaaf provided an update on the project selection process, noting the following:

- The RFPs went out and project proposals have been received.
- A synopsis of the proposals received was provided in the meeting material.
- The proposal review panel has been selected.
- The panel is scheduled to meet to review the proposals and provide recommendations to the Committee.
- The Committee is scheduled to consider the panel recommendations and select the proposals for funding at the August meeting.
- Proposal information and panel recommendations will be provided in the August meeting packet.

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Chair Evans stated that this is a signature moment for the RPI.

## **Committee Member Comments**

Start encouraged that the meeting of the panel be scheduled and the required material provided to panel members soon.

Karr stated a quorum is necessary for the August meeting and suggested that membership availability be confirmed prior to the meeting.

Evans reminded that the Committee needs to have a discussion about the reconfiguration of the Committee to improve quorum potential. It was noted that the recently instituted 'call in' option should also help improve that potential.

## **Adjournment**

There being no further items for consideration, the meeting was adjourned at 4:03 p.m.

*Next Meeting:* August 4, 2016 at 2:30 p.m. – W.E. Upjohn Institute, Kalamazoo

## 2016 Financial Report Regional Prosperity Initiative - Region 8

Line Items	Current Month	Year to Date 7/31/2016	2016 Budget	2016 Grant Award	2015 Obligated#	2014-2015 Roll Over *
<b>REVENUE</b>						
RPI Grants			\$192,968.00	\$115,000.00		\$192,968.00
<b>Total Revenue</b>			<b>\$307,968.00</b>	<b>\$115,000.00</b>		<b>\$192,968.00</b>
<b>EXPENSE</b>						
<b>Staffing</b>						
SWMPC		\$ 10,107.81	\$27,103.28	\$10,290.32		\$16,812.96
SWMPC Indirect		\$ 1,751.31				
SMPC		\$ 17,338.18	\$35,794.00	\$13,595.63		\$22,198.37
Rebecca Harvey		\$ 2,875.00	\$8,400.00	\$3,189.23		\$5,210.77
<b>Meeting Expenses</b>						
Travel Meals Lodging		\$ 889.14	\$300.00	\$113.90		\$186.10
Telephone		\$ 50.81	\$75.00	\$28.48		\$46.52
Printing		\$ -	\$1,000.00	\$379.67		\$620.33
Supplies & Materials		\$ 189.35	\$200.00	\$75.93		\$124.07
Room Rental		\$ 995.00	\$5,076.00			\$5,076.00
RPI Committee Reimbursement			\$12,000.00	\$4,556.09		\$7,443.91
<b>Contractual Serv. - 2015</b>						
<b>Projects</b>						
Comm. Develop 2015¥		\$ 18,750.00	(\$27,750)	\$10,535.93	(\$40,000)	\$17,214.07
Education 2015¥		\$ 25,000.00	(\$17,500)	\$6,650.00	(\$37,500)	\$10,850.00
Infrastructure 2015¥			(\$35,000)	\$13,300.00	(\$40,000)	\$21,700.00
RPI Strategies						
<b>Contractual Serv. - 2016</b>						
<b>Projects</b>						
Dashboard			\$103,947.72	\$38,017.46		\$65,930.26
Dashboard			\$2,000.00	\$759.34		\$1,240.66
<b>Other</b>						
Tier Two		\$ 5,000.00	\$20,000.00	\$7,593.47		\$12,406.53
Regional Studies			\$7,500.00	\$2,847.55		\$4,652.45
Econ Dev Blue Print + 10 yr Plan			\$2,022.00	\$767.00		\$1,255.00
Statewide Plan			\$2,300.00	\$2,300.00		
<b>Total Expense</b>	<b>\$0.00</b>	<b>\$ 82,946.60</b>	<b>\$227,718.00</b>	<b>\$115,000.00</b>		<b>\$192,968.00</b>
Total Remaining Encumbered Expense	(\$80,250.00)	(\$36,500.00)	(\$80,250.00)			
<b>Total Expense</b>	<b>\$0.00</b>	<b>\$82,946.60</b>	<b>\$307,968.00</b>	<b>\$115,000.00</b>	<b>(\$117,500)</b>	<b>\$192,968.00</b>

\* "2014-2015 Roll Over" as of January 31, 2016

# "2015 Obligated" reflects total amounts committed to projects

¥ Project expenses reflect remaining expense as of January 31, 2016

Career Pathways Proposal:

<https://drive.google.com/file/d/0B-M5suW-nUaeengyRUdteWNFUIU/view?usp=sharing>

Kinexus Proposal:

<https://drive.google.com/file/d/0B-M5suW-nUaeQ3VHRTFVemhEQ0E/view?usp=sharing>

Talent Matching Proposal:

<https://drive.google.com/file/d/0B-M5suW-nUaeenZpWXR2N0g0cEU/view?usp=sharing>



## **2016 RPI Prosperity Region 8 - Proposals for Project Funding**

### PROPOSAL #1

**Career Pathways** - The Region 8 Career Pathway Navigation Initiative (CPNI) will identify and convene providers operating within the currently established career pathway construct, with the goals of defining specific industry pathways; developing a seamless regional navigation system; building common enrollment, assessment, and data collection processes; aligning and increasing shared services that leverage existing resources and reduce redundancies; developing new credentialing opportunities and employer-driven training programs; and providing training to service delivery practitioners on the regional navigation system. Career pathway partners will include, but is not limited to, the following core career pathway partners (herein referred to as CPNI core membership): adult education providers, Michigan Works!, vocational rehabilitation agencies, adult literacy providers, community colleges, career and technical education providers, and employers. Building upon existing collaborations and defining an entry-to-exit navigation process will improve cross-agency referrals, ultimately increasing the likelihood an individual will succeed in moving from education/training to a meaningful career.

### PROPOSAL #2

**Jobs for Michigan Graduates** - Jobs for Michigan's Graduates (JMG) program is a state-based affiliate of the National Jobs for America's Graduates ("JAG") organization and one of the largest and most successful school-to-work systems for disadvantaged youth in the United States. JMG focuses on supporting students in an in-school or out-of-school context, emphasizing dropout prevention and recovery utilizing the nationally-recognized JAG Model. Core model components of programming include: a competency-based curriculum, classroom instruction, adult mentoring, advisement and support, employment training, leadership development, job placement services, postsecondary education placement services, work experiences and follow-up services.

JMG has experienced tremendous growth in a short period of time, offering one program in 2008 to 43 programs operating across the state in 2015-2016 including multiple sites in Prosperity Region 8. The funds would support JMG efforts in the continuation of existing services and expansion of services for out-of-school youth in Region 8. In partnership with Michigan Works! Southwest, JMG's goal is to provide services to 400 youth in 2016-2017 at ten sites in Berrien, Cass, Kalamazoo, St. Joseph and Van Buren counties. RPI funds will facilitate JMG's ability to seamlessly deliver services due to a budget shortfall as a result of not receiving an increase in state funding in the upcoming program year. Key performance targets for five sites implementing an in-school (multi-year) model include: 90% graduation rate; 60%

employment rate; 40% pursuit of a postsecondary education; and removal of four barriers. Performance targets for four sites delivering services through the out-of-school model include: 50% graduation rate; 60% employment rate; 30% pursuit of a postsecondary education; and removal of four barriers. Performance targets for the site using the alternative model include: 75% graduation rate; 50% employment rate; 30% pursuit of a postsecondary education; and removal of four barriers. As a result of JMG receiving the proposed RPI funding, 400 youth will have the opportunity to participate in a life-changing experience that will enable them to achieve academic and career success. Ambitious performance targets and a proven track record in meeting outcomes and providing life-changing services to disadvantaged youth are key components that uniquely position JMG to facilitate economic impact.

### PROPOSAL #3

**Talent Matching System** - This project aims to enable business and education leaders to efficiently match talent with available and potential training resources and labor demands throughout the region.

For southwest Michigan to remain a leader in innovation and production, it must develop, retain, and attract the talent that a modern economy demands. The purpose of this project is to assess both aspects of the local labor market, supply and demand, in an effort to assist local business and education leaders with the identification and implementation of talent matching strategies in Southwest Michigan. The basis for these strategies will include the leveraging and coordination of existing resources, identification of gaps, and forecasting future needs, all in an effort to develop, attract, and retain talent while preparing for in-demand careers. Furthermore, strategies developed through this project will endeavor to improve workforce turnover rates by improving talent identification practices utilized by businesses throughout the region. The objective of this project is to provide regional coordination and facilitation and enhance talent development, datasets, and knowledge sharing to enable employers and educators to create efficient talent matching strategies. Regional coordination will help to alleviate duplication and services gaps while providing a platform for the sharing of resources, experiences, and best practices. Regional knowledge shared by subject matter experts, business leaders, and educators will help to optimize programming and hiring practices utilized throughout the region. Regionally-based data sets will enable subject matter experts, business leaders, and educators to make defensible data-driven decisions regarding hiring practices and training programs. Talent matching strategies will allow educators and employers to enhance existing, and develop new, efforts that will result in lower turnover and unemployment rates.

The project is intended to span both the emerging workforce (ages 0-16), the incumbent workforce (ages 17 and beyond), the potential workforce within the region (unemployed, underemployed, and non-participants), and workers attracted to the region. In addition to the broad age groups, the initiative's geographic target region includes the following seven

counties: Calhoun, Branch, Kalamazoo, St. Joseph, Cass, Van Buren and Berrien. Furthermore, the project will convene business leaders throughout the seven-county region in order to facilitate greater linkages between employer talent needs and education designs and content. Depending on the level of participation among business and education partners, the project may initially operate within a subset of the seven-county region before expanding activities to all parts of the region.

	Career Pathways	JMG	Talent Match
KJ	58	74	78
LH	36	74	92
ME	70	62	88
RR	50	60	75
<b>Average</b>	<b>53.5</b>	<b>67.5</b>	<b>83.25</b>

Choose to  
Remain as of  
7/20/2016

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## RPI Project Funding Schedule 2015-2016

	Community Development		Education		Infrastructure	
	Sprout Urban Farms Inc	Upjohn Institute	Kalamazoo Literacy Council	KLC (Portage ESL)	St. Joseph County, MI	City of Galesburg
<b>Installment One</b> - Upon Execution	\$ 11,250.00	\$ 3,750.00	\$ 12,500.00	\$ 7,500.00	\$ 5,000.00	\$ 12,500.00
	Pd. 12/10/15 Ck. 6269	Pd. 1/7/16 Ck. 6322	Pd. 12/10/15 Ck. 6270		Pd. 12/10/15 Ck. 6271	
<b>Installment Two</b> - After 12/15/15				\$ 2,500.00		
<b>Installment Two</b> - After 2/1/16	\$ 5,500.00	\$ 3,750.00	\$ 6,250.00			
			Pd. 3/1/16 Ck. 6356	Pd. 2/17/16 Ck. 6342		Pd. 3/30/16 Ck.6379
<b>Installment Two</b> - After 3/1/16					\$ 5,000.00	\$ 6,250.00
					pd. 6/14/16 Ck. 6436	Pd. 3/30/16 Ck.6379
<b>Installment Three</b> - After 4/15/16				\$ 2,500.00		
<b>Installment Three</b> - After 5/2/16	\$ 5,750.00	\$ 3,750.00	\$ 6,250.00			
<b>Installment Three</b> - After 7/1/16	Pd. 7/25/16 Ck. 6466 - \$11,250	Pd. 7/19/16 Ck. 6464 - \$7,500			\$ 5,000.00	\$ 6,250.00
<b>Installment Four</b> - 6/1/16				\$ 2,500.00		
Installment Four - After 8/1/16		\$ 3,750.00		Pd. 7/27/16 Ck. 6470 - \$5,000		
<b>Installment Four</b> - Before 11/30/16	Progress Report	Progress Report	Progress Report		Progress Report	Progress Report