

# **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.

# Southwest Michigan RPI Collaborative Committee

---

February 1, 2018 Meeting Minutes

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 – 1<sup>st</sup> 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.

# **Southwest Michigan RPI Collaborative Committee**

---

February 1, 2018 Meeting Minutes

## **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.

# Southwest Michigan RPI Collaborative Committee

---

February 1, 2018 Meeting Minutes

## 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.

# **Southwest Michigan RPI Collaborative Committee**

---

## **February 1, 2018 Meeting Minutes**

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)*