



Southwest Michigan Prosperity Committee

Meeting Agenda

MEETING DATE: June 7, 2018
MEETING TIME: 2:30 pm
MEETING LOCATION: Van Buren County ISD Conference Center
490 South Paw Paw Street
Lawrence, MI 49064

Time

1. **Call to Order & Introductions**
Region 8 - Prosperity Committee Members 2:30-2:35 pm
2. **Action: Approval of the Agenda** 2:40 pm
3. **Action: Approval of the Minutes** 2:45 pm
4. **Citizen Comments** 2:45-2:50 pm
5. **Discussion: Financial Report** 2:50-2:55 pm
6. **Presentation: Synopsis of Findings from RPI - Talent Match Project** 2:55-3:40 pm
7. **Bylaws: Committee Discussion** 3:40-3:55 pm
8. **Committee Member Comments** 3:55-4:00 pm
9. **Action: Adjournment** 4:00 pm

Next Meeting: July Meeting Date TBD. August 2, 2:30 Van Buren Conference Center in Lawrence

Southwest Michigan RPI Collaborative Committee

May 3, 2018 Meeting Minutes

Committee Members Present: Jakki Bungart-Bibb, Vince Carahaly, Michael Evans, Joanna Johnson, Pat Karr, Angela Little, Deb Miller (phone), Richard Remus, Brian Sanada, Rachel Wade, Derek ? (SMF)

Committee Members Absent: Jill Bland, Kenneth High, Bridgette Jones, Ken Jones, Jan Karazim, Shane Kissak, Bob Miller, Zack Miller, David Reid, Tom Richardson, Barbara Rose, Jon Start,

Also Present: John Egelhaaf, Lee Adams, Rebecca Harvey

Call to Order

Carahaly called the meeting to order at 2:30 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.

Approval of Minutes – *February 1, 2018 & March 1, 2018*

It was noted that a quorum of the Committee was not present. The Committee members present agreed to postpone action on the February 1, 2018 and March 1, 2018 minutes to the May Committee meeting.

Citizen Comments

Brian ?, MDNR, announced a grant program with a focus on invasive species has recently been introduced and has an application deadline of June 13, 2018.

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He also noted that a program titled ‘Understanding Tourism for Michigan Communities’ will be held on June 7, 2018 just prior to the next RPI Committee meeting at the Conference Center with an aim toward accommodating participation from RPI members.

No further citizen comments were offered.

Monthly Financial Report

Egelhaaf provided an overview of the 2018 Financial Report for the RPI – Region 8. He noted that the report reflects that expenses to date are on track and that the first draws for the 2017 funded projects have been made.

2018 Area of Focus

Chair Carahaly referenced the 2018 Area of Focus Draft Report and provided a brief overview of the work of the Area of Focus Subcommittee. He noted that Committee reaction and endorsement of the Report is requested.

Egelhaaf stated that based upon the solid direction provided by the survey responses, and with the support of the full Committee, the area of focus topic was identified as *Increased Job Training, Internship, and Apprenticeship Opportunities*.

He explained the methodology applied by the Subcommittee, noting that over the course of two meetings, and with great participation across the sectors, efforts were concentrated upon reviewing existing conditions; recognizing gaps; and, identifying opportunities to add value.

Egelhaaf and Adams presented an overview of the suggested Strategy: *To generate region-wide awareness, support, architecture, and implementation for internships and apprenticeships throughout the seven-county Prosperity Region 8*, and the following components of the Strategy: Architecture; Awareness; and, Support.

Lengthy Committee discussion ensued regarding the Architecture component wherein the following comments were provided:

- Many competing data bases exist; there would be value in all major players functioning on the same site.

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- Let's not reinvent the wheel. There is no value in spending money to create a website when RPI could use existing experts and existing programs/websites to address.
- The strategy/components are not a website project first; it is an effort to coordinate with SWMI First to bring the major players together.
- The SWMI First internship site was chosen because it is easy to use/find; has opportunity for development; and is sustainable due to SWMI First's commitment to continue to provide this service.
- All existing systems/sites seem to experience the same issues in getting hosts and users. All sites rely on users to populate the system and it is difficult to get movement from employers. The RPI could accept that role.
- There was found to be a general lack of connection between supply and demand with no predictable path for those seeking employment. The RPI could accept that role.
- The current efforts in the Region are a rich resource but are fragmented and lacking coordination; the idea is to create that necessary 'hub'. The RPI could accept that role.
- Egelhaaf/Adams noted that SWMI First has expressed a willingness to change the site per the RPI's work and will commit to sustaining it.
- The platform exists - - it needs a catalyst and partners willing to use it. That is why the Strategy includes all three components.
- There should be a major conversation with partners/experts to identify current navigators; the source of the gaps/needs; and, the best place to focus funds to achieve visibility and connectivity.

As to the requested refinement and endorsement of the suggested Strategy/Components, the Committee offered the following:

Architecture:

- support using existing resources
- support use of the SWMI First internship site
- important to connect systems and have a 'hub'
- important to link with WMIU
- look for interested partners and let them decide how they can participate

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Awareness:

- connected resources and a predictable path is an important focus
- RPI can drive the platform and bring that critical 'regional' element
- this effort needs a champion
- a marketing piece is needed to create awareness

Support:

- important to have a navigator for the 'warm hand off'
- should be viewed from the 'end-user' standpoint
- this element currently lacks resources

Egelhaaf/Adams noted that the discussion/comments of the Committee will be used to determine the 'next steps' and in development of the June meeting agenda.

Committee Member Comments

Adams advised that Jill Bland wanted to announce that SW MI First will be hosting an apprentice program on May 15, 2018 (7:30 a.m.) and a MSHDA Opportunity Zones Luncheon on June 13, 2018.

Chair Carahaly stated that formation of a subcommittee is in order to consider amendments to the ByLaws to allow a non-voting member voting option where a quorum of the Committee is not present and to address the issue of member absenteeism. Interested members are requested.

Adjournment

There being no further items for consideration, the meeting was adjourned at 4:02 p.m.

Next Meeting: *June 7, 2018 at 2:30 p.m. – Van Buren ISD Conference Center
(Lawrence)*

2018 Financial Report Regional Prosperity Initiative - Region 8

| Line Items | Expenses | | | Budget | | 2018 Budget Total |
|--|---------------------|----------------------|---------------------|--------------------|----------------------|---------------------|
| | Current Month | Year to Date 5/31/18 | 2018 Grant Award | 2017 Roll-Over | 2016-2017 Obligated# | |
| REVENUE | | | | | | |
| RPI Grants | | \$180,897.00 | \$180,897.00 | | | |
| Total Revenue | | | \$180,897.00 | \$32,567.00 | \$127,150.00 | \$340,614.00 |
| EXPENSE | | | | | | |
| Staffing | | | | | | |
| SWMPC | \$ 2,510.97 | \$ 8,236.65 | \$13,025.00 | \$3,000.00 | | \$16,025.00 |
| SWMPC Indirect | \$ 1,635.19 | \$ 5,972.14 | \$13,025.00 | | | \$13,025.00 |
| SMPC | \$ - | \$ 15,074.63 | \$19,537.00 | \$9,950.00 | | \$29,487.00 |
| KATS | \$ - | \$ 1,199.34 | \$1,300.00 | \$4,200.00 | | \$5,500.00 |
| BCATS | | | \$5,600.00 | | | \$5,600.00 |
| Rebecca Harvey | | \$ 1,700.00 | \$3,500.00 | | | \$3,500.00 |
| <u>SUBTOTAL</u> | \$ 4,146.16 | \$ 32,182.76 | \$55,987.00 | \$17,150.00 | | \$73,137.00 |
| Meeting Expenses | | | | | | |
| Travel Meals Lodging | \$ 26.71 | \$ 471.27 | \$2,300.00 | | | \$2,300.00 |
| Dues & Subscriptions | | | \$250.00 | | | \$250.00 |
| Telephone | | | \$150.00 | | | \$150.00 |
| Printing | | | \$750.00 | | | \$750.00 |
| Supplies & Materials | \$ - | \$ 5.00 | \$350.00 | | | \$350.00 |
| Room Rental | | | \$0.00 | | | \$0.00 |
| RPI Committee Reimbursement | | | \$4,500.00 | | | \$4,500.00 |
| Bank Fees | | | \$100.00 | \$50.00 | | \$150.00 |
| <u>SUBTOTAL</u> | \$ 26.71 | \$ 476.27 | \$8,400.00 | \$50.00 | | \$8,450.00 |
| Contractual Serv. - 2016 Projects | | | | | | |
| Talent Match/Upjohn | | | | | \$22,150 | \$22,150.00 |
| <u>SUBTOTAL</u> | | | | | | \$22,150.00 |
| Contractual Serv. - 2017 Projects | | | | | | |
| Literacy Initiative | \$ 22,500.00 | \$ 22,500.00 | | | \$45,000.00 | \$45,000.00 |
| Urban Alliance | \$ 10,000.00 | \$ 10,000.00 | | | \$30,000.00 | \$30,000.00 |
| Kinexus | \$ 7,500.00 | \$ 7,500.00 | | | \$30,000.00 | \$30,000.00 |
| Projects in Support | | | | \$12,117.00 | | \$12,117.00 |
| <u>SUBTOTAL</u> | \$ 40,000.00 | \$ 40,000.00 | | \$12,117.00 | \$105,000.00 | \$117,117.00 |
| Contractual Serv. - 2018 Projects | | | | | | |
| 2018 Featured Project(s) | | | \$110,760 | | | \$110,760.00 |
| Website | | | \$3,000.00 | | | \$3,000.00 |
| Dashboard | | | \$2,750.00 | \$3,250.00 | | \$6,000.00 |
| <u>SUBTOTAL</u> | | | \$116,510.00 | \$3,250.00 | | \$119,760.00 |
| TOTAL | \$ 44,172.87 | \$ 72,659.03 | \$180,897.00 | \$32,567.00 | \$127,150 | \$340,614.00 |
| Total Remaining Encumbered Expense | | | | | \$ 127,150.00 | |
| Total Expense | \$44,172.87 | \$72,659.03 | | | | |

"2017 Obligated" reflects remaining amount committed to projects as of 11/2/17