



# Southwest Michigan Prosperity Committee

## Meeting Agenda

**MEETING DATE:** February 6, 2020  
**MEETING TIME:** 2:30 pm  
**MEETING LOCATION:** W.E. Upjohn Institute  
300 South Westnedge Ave.  
Kalamazoo, MI

### *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** 2:42 pm
4. **Public Comments** 2:45-2:50 pm
5. **Discussion: Financial Report** 2:50-2:55 pm
6. **General Report on Status of RPI Statewide** 2:55-3:05 pm  
What does the "wind-down" look like?  
What requirements exist from the state?  
Is there a future for RPI? 2021?
7. **Report on Successes Against Goals of Prosperity Plan** 3:05-3:25 pm  
What was funded?
  - Current projects (2019)
  - Past projectsGenerally, what was accomplished?
8. **What Regional Efforts Continue?** 3:25-3:35 pm  
Staff report on a list of regional collaboration across Region 8  
General board discussion of other efforts not included in staff report
9. **How Will Remaining Region 8 RPI Funds Be Spent?** 3:35-3:50 pm
  - Do we have an obligation to monitor awarded projects?
  - Is there interest in keeping an alternate form of RPI alive?
  - Do we have shovel ready projects that would constitute a good use of remain funds?
  - Should the remaining funds support the connection of RPI and CEDS?
10. **Committee Member Comments** 3:50-4:00 pm
11. **Action: Adjournment** 4:00 pm



# Southwest Michigan Prosperity Initiative

September 5, 2019 Meeting Minutes

MEMBER	MARCH 2019
Caitlyn Berard	Unexcused
Jill Bland	Unexcused
Jakki Bungart-Bibb	Unexcused
Vince Carahaly	Present
Michael Evans	Present
Ken Flowers	Present
Joanna Johnson	Present
Bridgette Jones	Present (phone)
Pat Karr	Present
Amy Lipset	Present
Angela Little	Unexcused
Bob Miller	Unexcused
Deb Miller	Unexcused
Zach Morris	Unexcused
Richard Remus	Present
Mark Reynolds	Unexcused
Tom Richardson	Unexcused
Barbara Rose	Unexcused
Jon Start	Unexcused
Rachel Wade	Present (phone)

**Location:** Upjohn Institute, Kalamazoo

**Also Present:** Lee Adams, John Egelhaaf, John Krsul, Jr. (The Pokagon Fund).

## 1. 1. Call to Order and Introductions

Chair Carahaly called the meeting to order. Quorum established; Committee member introductions made.

## 2. 2. Approval of Agenda

There were no objections to the approval of the agenda.

## 3. 3. Approval of Minutes

Minutes were distributed at the meeting. J. Johnson moved to approve, M. Evans supported, approved by unanimous consent.

## 4. Public Comments

Chair Carahaly invited public comments from the floor. None provided.

## 5. Report from Subcommittees

- Community development  
The Upjohn Institute has begun work on the housing toolkit. Four-hundred examples of best practices are being reviewed. The contract with EcoNorthwest has been executed. By the end of October EcoNorthwest should be done with the calibration of their model. The toolkit completion target is the end of January 2020.

The report was kept brief so that the Microgrant approval process could be allotted ample time.

- Infrastructure Subcommittee Discussion



# Southwest Michigan Prosperity Initiative

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September 5, 2019 Meeting Minutes

The summary of the spring Infrastructure Asset Management Summit notes are available at the Michigan Infrastructure Council's website. Fall summit plans were shared. The southwest Michigan fall Infrastructure Asset Management Summit will be held November 12<sup>th</sup>.

The committee report was also kept brief so that the Microgrant approval process could be allotted ample time.

## 6. Microgrant Process

Conflict of interest issues were discussed. The need to be aware of potential conflicts were mentioned. Also quorum standards were mentioned. Abstention options were raised as well. The bottom line is that there aren't bright lines for abstention. Amy Lipset discussed her closeness to the Marquette Greenway application in the details of execution but no direct benefit would be received in the event that application was awarded. Rachel Wade also expressed her position vis-a-vis the Be Healthy Berrien application. Thus, two board members have abstained from voting (Evans and Wade).

Issues of the wind-down of SWMPI were discussed. The first quarter of 2020 will be the projected conclusion of the toolkit project. Remaining funding will be addressed at a future date. A December meeting fits our cadence for 2019 and will still be held. A second round of micro grants may still be issued.

Four members completed the online survey ranking tool. A Lipset observed that there are potentially three silos: trails, workforce, other. The approach of the group was to sort out the applications at the bottom of the list first. R Remus noted that some of the applications are from applicants that the SWMPI has funded before. He expressed his favor for applicants that haven't been funded before. Lipset noted that some applications may be unique enough to be an innovative project that could be reproduced elsewhere. J Johnson expressed her concern about changing the "rules of the game" from what was distributed in the grant guidance. She advocated for asking each member's top five applications.

Top applications:

Amy - Literacy Council, KRESA STEM, Upjohn, St Joseph County, SWCRR  
Ken - Literacy Council, Upjohn, KRESA YOU, KRESA STEM, MI Works SW  
Joanna - SWCRR, Literacy Council, MI Works, WMU SCORE, St. Joseph County  
Rich - St. Joe County, Veterans, Literacy Council, SWCRR, KRESA YOU  
Pat - Upjohn, KRESA YOU, Literacy Council, WMU SCORE, St. Joseph County  
Vince - Upjohn, Literacy Council, SWCRR, KRESA YOU, KRESA STEM

The top 5 projects:

Literacy Council  
KRESA YOU  
SW Childcare Resources  
St. Joseph County  
Upjohn



# Southwest Michigan Prosperity Initiative

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September 5, 2019 Meeting Minutes

Second Tier  
KRESA STEM  
MI Works SAFE  
WMU  
Veteran's Affairs

Johnson moved to fully fund all projects ranked in the top two tiers by the Committee, Lipset seconded the motion, Evans and Wade abstained, remaining members unanimous aye votes.

## Next Steps

Evans noted that there are still applications remaining. The trails applications are an example of a category of applications that might provide more detail for their projects. Staff will notify successful applicants and those who were not. K Flowers found it difficult to measure/quantify/evaluate trail proposals. A suggestion was made to allow the community development committee handle the distribution of the remaining funds in the Community development pot. In December, the SWMPI will have a better understanding of the remaining funds.

## 7. Committee Member Comments

No committee member comments.

## 8. Adjournment

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

*Next Meeting: December 5 from 2:30-4:00 pm.*

*Minutes respectfully submitted by: K. John Egelhaaf, Executive Director, SWMPC.*

## RPI Project to Date Details

Line Items	Expenses			Budget		
	Current Month	2019-1/20/2020	2019 Grant Award	2018 Roll-Over	2018 Obligated#	2019 Budget Total
<b>REVENUE</b>						
RPI Grants	\$306,810.00	\$306,810.00	\$306,810.00	\$123,160.00	\$72,877.00	
<b>Total Revenue</b>	<b>\$306,810.00</b>	<b>\$306,810.00</b>	<b>\$306,810.00</b>	<b>\$123,160.00</b>	<b>\$72,877.00</b>	<b>\$429,970.00</b>
<b>EXPENSE</b>						
<b>Staffing</b>						
SWMPC	\$3,104.55	\$22,053.58	\$80,000.00			\$80,000.00
SWMPC Indirect	\$2,044.65	\$14,874.79				
\$70,000 Asset Mgmt						
\$8,000 Subcom General						
\$2,000 Full Mtgs						
SMPC	\$10,119.26	\$26,504.92	\$37,280.00	\$12,392.00		\$49,672.00
\$40,921 Subcom General						
\$8,750 Full Mtg						
KATS		\$1,982.86		\$2,250.00		\$2,250.00
BCATS		\$2,366.65		\$3,250.00		\$3,250.00
<u>SUBTOTAL</u>	\$15,268.46	\$67,782.80	\$117,280.00	\$17,892.00		<b>\$135,172.00</b>
<b>Meeting Expenses</b>						
Travel Meals Lodging	\$289.60	\$885.81	\$2,300.00			\$2,300.00
Dues & Subscriptions		\$213.34	\$150.00			\$150.00
Conferences & Training	\$122.50	\$122.50	\$0.00			\$0.00
Printing			\$200.00			\$200.00
Supplies & Materials	\$1.52	\$327.13	\$850.00			\$850.00
Room Rental			\$250.00			\$250.00
RPI Committee Reimbursement		\$173.62	\$3,500.00			\$3,500.00
Computer Services	\$344.00	\$344.00				\$0.00
<u>SUBTOTAL</u>	\$757.62	\$2,066.40	\$7,250.00	\$0.00		<b>\$7,250.00</b>
<b>Contractual Serv. - 2018</b>						
<b>Projects</b>						
Literacy Initiative	\$11,250.00	\$22,500.00		\$22,500.00	\$22,500.00	\$22,500.00
Urban Alliance		\$10,000.00		\$10,000.00	\$10,000.00	\$10,000.00
Kinexus		\$7,500.00		\$7,500.00	\$7,500.00	\$7,500.00
SW MI 1st			\$50,000.00			\$50,000.00
<u>SUBTOTAL</u>	\$11,250.00	\$40,000.00	\$50,000.00	\$40,000.00	\$40,000.00	<b>\$90,000.00</b>
<b>Contractual Serv. - 2019</b>						
<b>Projects</b>						
2019 Infra Project(s)			\$0			\$0.00
2019 Comm Dev Project(s)	\$21,650.00	\$43,300.00	\$78,640	\$16,196.00		\$94,836.00
2019 Wrkfrc Dev Micro-Grants			\$13,640	\$16,195.00		\$29,835.00
2019 Econ Dev Project(s)			\$0			\$0.00
2019 Asset Mgmt						\$0.00
Micro-Grants	\$100,000.00	\$101,500.00	\$40,000.00	\$32,877.00	\$22,877.00	\$72,877.00
Website	\$201.32		\$0.00	\$0.00	\$5,000.00	\$0.00
Dashboard			\$0.00	\$0.00	\$5,000.00	\$0.00
<u>SUBTOTAL</u>	\$121,851.32	\$144,800.00	\$132,280.00	\$65,268.00	\$32,877.00	<b>\$197,548.00</b>
<b>TOTAL</b>	<b>\$149,127.40</b>	<b>\$254,649.20</b>	<b>\$306,810.00</b>	<b>\$123,160.00</b>	<b>\$72,877.00</b>	<b>\$429,970.00</b>
<b>Total Expense</b>	<b>\$149,127.40</b>	<b>\$254,649.20</b>				

# "2018 Obligated" reflects remaining amount committed to projects as of 11/30/18

## RPI 2019-2020 Financial Summary

		2018 Roll-Over	2019 Grant Award	2019 Total Budget	YTD Expense		Balance
Basic Income/Expense Summary		\$ 306,810.00	\$ 123,160.00	\$ 429,970.00			
	Staffing			\$ 135,172.00	\$ 67,782.80		\$ 67,389.20
	Meetings			\$ 7,250.00	\$ 2,066.40		\$ 5,183.60
	2018 Projects			\$ 90,000.00	\$ 40,000.00		\$ 50,000.00
	2019 Projects			\$ 197,548.00	\$ 144,800.00		\$ 52,748.00
	<b>Total</b>			\$ 429,970.00	\$ 254,649.20		<b>\$ 175,320.80</b>

Status of Existing Commitments		<u>Contract Balances (2018 &amp; 2019 Projects)</u>					
Status of Existing Commitments	Microgrants			\$ 101,500.00	\$ 101,500.00		\$ -
	Housing Tool Kit			\$ 65,000.00	\$ 43,300.00		\$ 21,700.00
	SW MI 1st			\$ 50,000.00	\$ -		\$ 50,000.00
	<b>Total</b>			\$ 216,500.00	\$ 144,800.00		\$ 71,700.00

Remaining Projected Expense		<u>Other Ongoing Expenses</u>					
Remaining Projected Expense	SMPC Staff			\$ 49,672.00	\$ 26,504.92		\$ 23,167.08
	SWMPC Staff			\$ 10,000.00	\$ 10,000.00		\$ -
	Infrastructure Asset Management Coordination			\$ 70,000.00	\$ 26,928.37		\$ 43,071.63
	<b>Total</b>			\$ 129,672.00	\$ 63,433.29		\$ 66,238.71

Total Remaining Expenses						\$ 137,938.71
Expenses Committed in Contract						\$ 71,700.00
Expenses Budgeted but not Contracted						\$ 66,238.71

SWMPI February 6, 2020

## Meeting Notes

### Item 6 – General Report on the Status of RPI Statewide

What does the “wind-down” look like? -

There is no specific guidance from the state on how to finalize the RPI process. No expectations have been produced that we must conform to. It is simply an open question that we are all at liberty to answer however we deem appropriate. That is how each individual prosperity region is approaching it.

The roadmap for individual prosperity regions often has fallen on the executive directors of each planning region. At least two reported that they had been asked by their prosperity committees to build a road map for what the way forward will look like.

Link RPI to CEDS - In other prosperity regions across the state many whose prosperity region geography matches their EDA Development District (EDD) boundaries have taken the approach to fold the prosperity committee membership into their Comprehensive Economic Development Strategy (CEDS) Committee membership. Many admitted that this is not a significant alteration from where they had been previously.

## Item 7 – Report on Successes Against Goals of Prosperity Plan

### **Community Development - Improve the livability of our region's communities to attract and retain talented workers**

#### *Support sustainable development*

- Sprout Urban Farms – Food Hub Marketing Initiative (\$22,500)
- W.E. Upjohn Institute – Regional Food System Mapping & Analysis (\$15,000)

#### *Encourage increased access to housing options regarding density, cost, style and location*

- W.E. Upjohn Institute – Housing Tool Kit (\$65,000)
- St. Joseph County – Local Housing Plan (\$10,000)

### **Education- Promote talent development and retention to encourage growth and sustainability in all facets of the local economy**

#### *Promote accessibility and opportunities to participate in education and skilled training programs*

- Kinexus (Youth Solutions) – Jobs for Michigan's Graduates (JMG) (\$30,000)
- Michigan Works Southwest – Supplemental Assistance for Funding Expenses (SAFE) (\$10,000)
- The Urban Alliance – Momentum Urban Employment Initiative (\$30,000)

#### *Encourage a culture of learning*

- Kalamazoo Literacy Council – Southwest Michigan Community Literacy Initiative Phases 1 & 2 (\$83,200)
- Kalamazoo Regional Education Services – Project Based Learning Workshops, Connection with MiSTEM Partners (\$10,000)
- Kalamazoo Regional Education Services – YOU Program (\$10,000)
- ESL of Southwest Michigan – Portage English as a Second Language Program (\$15,000)

#### *Support work of existing organizations*

- Southwest Child Care Services – Early Childhood Education CDA Apprenticeship Program (\$10,000)
- Southwest Michigan Veterans Community Action Team (\$10,000)
- Western Michigan University – Introduction to Customer Discovery Program (\$10,000)

#### *Encourage infrastructure development and interconnectivity to better support education, training, and employment*

- W.E. Upjohn Institute – Talent Match (\$88,600)
- W.E. Upjohn Institute – Identification of In-Demand Occupations using OES Data (\$10,000)



*Encourage a larger number of internships and apprenticeships across the region and across the continuum of learners*

- SW MI First – Internship & Apprenticeship Program (\$50,000)

## Infrastructure - Encourage expansion and improvement of regional infrastructure

*Advance the effective and efficient transportation of people*

- St. Joseph County – Water Trails System (\$15,000)
- City of Galesburg – Kalamazoo River Valley Trail Extension (\$25,000)

## RPI Strategies

- No project funded under this category

## Item 8 – What Regional Efforts Continue?

Infrastructure Asset Management Coordination (Collaboration with Michigan Infrastructure Council, Transportation Asset Management Council, Water Asset Management Council)

Michigan's Great Southwest Strategic Leadership Council (Public Transit & Mobility Coordination; Housing Diagnosis Project)

Seven-County Non-Motorized Trail Plan & Map (Due End of 1<sup>st</sup> Quarter 2020)

Extension of Marquette Greenway into & through Michigan

Southwest Michigan Regional Food Policy Council (Berrien, Cass, Van Buren Counties)

Comprehensive Economic Development Strategy (CEDS development every 5-years, annual reporting) for both halves of the region

Benton Harbor/St. Joseph Harbor Redevelopment

Water Trail Development (Paw Paw River – 65 miles of formally designated water trail + ongoing collaboration/partnership of 15 communities)

Indiana Michigan River Valley Trail (Bi-state 17 mile Trail Established in 2019, Planning for Extension)

Rural Broadband Provision (Ongoing efforts to accurately map coverage and speed, build partnerships to fill gaps)