AGENDA

1. Call to Order
2. Public Comment – Agenda Items
3. Approval of the February 11, 2019 Minutes
4. Approval of Legislative Subcommittee Chairperson
5. Approval of Policy: WMW 15-03c2: Workforce Innovation and Opportunity Act (WIOA) Youth Eligibility Policy, Brittany Lenertz, Talent Solutions Director
6. General Updates
   a. Business Solutions, Amy Lebednick, Business Solutions Director
   b. Talent Solutions, Brittany Lenertz
   c. Retention Solutions, Angie Barksdale, Chief Operating Officer
7. Presentations: Industry Sector Talent Councils
8. WMW WDB Subcommittees Updates
   a. Executive Committee, Dave Smith, WDB Chairperson
   b. Talent Solutions, Shana Welch, Committee Chairperson
   c. Employer Solutions, Sherry White, Committee Chairperson
   d. Strategic Partnerships, Heather Gluszewski, Committee Chairperson
   e. Outreach and Communications, Mark Bergsma, Committee Chairperson
   f. Career Educational Advisory Council (CEAC), Cindy Brown, WDB Vice-Chairperson
   g. Legislative Subcommittee, Jim Fisher, WDB Member
9. Other Business
   b. 2019 National Association of Workforce Boards (NAWB) Forum Update
   c. New date: Legislative Day: May 22, 2019
10. Public Comment
11. Adjournment

Next Scheduled Workforce Development Board Meeting:
   June 10, 2019 located at:
   Westside Service Center, 215 Straight Ave N.W., Grand Rapids, MI 49504
West Michigan Works! (WMW) Workforce Development Board (WDB) Meeting
Westside Service Center
215 Straight Ave. N.W.
Grand Rapids, MI 49504
Monday, February 11, 2019
Lunch 11:30 A.M. • Meeting 12:00 P.M.

MINUTES

Workforce Board Members Present: Dave Smith (Chairperson), Cindy Brown (Vice-Chairperson), Mark Bergsma, Randy Boss, Norm Brady, John Buchan, Jordan Clark, Cathy Cronick, Jay Dunwell, Jim Fisher, Heather Gluszewski, Rebecca Herrington, Jon Hofman, Angela Huesman, Bill Pink, Valorie Putnam, Dan Rinsema-Sybenga, Jonas Talbott, Dan TenHoopen, Therese Thill, Darryl Todd, Shana Welch, Sherry White, Patricia VerDuin

Workforce Board Members Absent: Travis Alden, Nora Balgoyen, Kenyatta Brame, Bob Ferrentino, Kiesha Guy, Mike Helsel, Dave Kitchen, Scott McLean, Michelle Seigo, Samantha Semrau, Mark Thomas

Staff Present: Angie Barsksdale, Brenda Isenhart, Amy Lebednick, Brittany Lenertz, Jane Kreha, Jacob Maas, Janette Monroe, Melanie White, Nancy Wiest

Guests Present: Stephanie Beckhorn (Talent and Economic Development Department of Michigan (TED), Nicole Reenders (Ottawa Area Intermediate School District)

1. Call to Order, Chairperson Dave Smith at 12:00 p.m.
2. Public Comment- Agenda Items- None
3. Approval of Minutes
   a. October 8, 2018
   b. December 10, 2018

   Chairperson Dave Smith requested correction to the October 8, 2018 minutes reflecting that Jordan Clark was in attendance and not absent from the meeting. With these changes, Dave requested a motion to approve both the October 8 and December 10, 2018 meeting minutes.

   Motion – Jonas Talbott
   Second – Mark Bergsma
   Item Approved by Vote – Motion carried

4. Policy Approvals
   a. WMW 15-04c3: Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker Eligibility

      Brittany Lenertz, Talent Solutions Director, reported that in January 2019, the WIOA manual was updated regarding Dislocated Worker eligibility. Brittany stated that the policy change clarifies that there is no age requirement for the eligibility. Brittany answered board members’ questions and requested WDB approval of the WMW 15-04c3 policy changes.
Motion – Jim Fisher  
Second – Sherry White  
Item Approved by Vote – Motion carried

b. WMW 16-02c1: Trade Adjustment Assistance (TAA) Training Satisfactory Progress and Participation (Benchmarking)  
Brittany Lenertz reviewed that the policy is being updated to reflect guidance provided in the TAA manual. Brittany reported that the policy change adds the process for documenting attempts to obtain benchmarks, lack of timeliness in providing those benchmarks, failed benchmarks and removal from training. Brittany answered board members’ questions and requested WDB approval of the WMW 16-02c1 policy changes.

Motion – Mark Bergsma  
Second – Dan TenHoopen  
Item Approved by Vote – Motion carried

c. WMW 16-03c2: Welfare Reform Supportive Services Policy  
Brittany Lenertz reviewed that in 2017, the WDB approved the WIOA Supportive Services Policy for the Welfare Reform programs to provide guidance for providing supportive services to job seekers enrolled in the PATH and FAE&T program. The policy changes include the removal of transitional supports and a reduction in clothing allowance to align with the State Policy issuance from October 2018. Brittany stated the policy also seeks to include the approved WMW 15-08c1 PATH Transportation Policy and WMW 16-04 PATH Vehicle Purchase Policy rather than having multiple separate policies. Brittany answered board members’ questions and requested approval of the WMW 16-03c2 policy.

Motion – Jon Hofman  
Second – Dan TenHoopen  
Item Approved by Vote – Motion carried

d. WMW 18-05c1: Quality Assurance Policy  
Brittany reviewed that in June 2018, the WDB approved the Quality Assurance Policy. Brittany stated that the WIOA manual requires a local policy for internal controls that disallows manipulation of data for performance or reporting benefit. Brittany stated that this policy seeks to include guidance regarding the deletion of records and ensures both compliance and quality for all programs. Brittany answered board members’ questions and requested approval of the WMW 18-05c1 policy.

Motion – Jon Hofman  
Second – Mark Bergsma  
Item Approved by Vote – Motion carried

5. General Updates  

Information Item

a. Business Solutions Updates  
Amy Lebednick, Business Solutions Director, reported that employers in the West Michigan Works! region have been awarded $9.5 million in Going PRO training funds this year. Amy reviewed the funding award distribution by fiscal year and by counties. Amy answered board members’ questions.

b. Talent Solutions Updates  
Brittany Lenertz reported that the State of Michigan released WIOA funds to be specifically used to create and/or expand Integrated Education and Training (IET) programs through partnerships between Michigan Works! organizations and Adult Education providers. The current plan will focus on Montcalm and Ionia Counties where there are currently no IET programs operating. Next, Brittany reported that the Talent Investment Agency (TIA) has committed to updating the current
case management platform that has been in place since 2001 and has asked Michigan Works! organizations for additional input. Selected WMW staff will participate in the state-wide workgroup in order to provide influential input in this vital process of the Michigan Works! System. Furthermore, Brittany reported that the State of Michigan has launched the MiLogin for Citizens, which is created so that users have a single username and password for multiple state systems. Brittany reported that the system launched the week before Thanksgiving and that there have been multiple issues with the launch. Brittany stated that WMW staff has handled the situation well and continue to work closely with the customers and with the Unemployment Insurance Agency (UIA) to continue resolving the problems and provide the best services as possible. Brittany answered board members’ questions.

c. Retention Solutions Updates
Angie Barksdale, WMW Chief Operating Officer, reported that WMW has contracted with its first employer for the Retention Solutions initiative. A Career Coach has been hired, and there are approximately 15-16 employers interested. Angie further stated that a video is in production and will be available to view soon. Angie passed around a brochure that will be distributed to various employers. Angie answered board members’ questions.

6. Presentation: Talent and Economic Development Department of Michigan (TED) Information Item
Stephanie Beckhorn, Acting Director of TED, reported that West Michigan Works! requested that she speak to the workforce board regarding TED updates for 2019. Stephanie stated that Governor Whitmer’s State of the State address was originally scheduled to take place on February 5th, but is now scheduled for February 12th. Stephanie reported on low unemployment rates, skills training/Going PRO, apprenticeship growth, educational attainment, IT talent needs, Medicaid Work Search requirements, and the Marshall Plan for Talent. Discussion also took place on marijuana legalization. Stephanie answered board members’ questions.

7. WMW WDB Subcommittees Updates Information Item
a. Executive Committee: Dave Smith, WDB Chairperson, reported that staff provided financials to the Executive Committee and there are no major concerns reported. The Committee approved the slate of members for the new Legislative Subcommittee and the first meeting for that group is pending. Dave stated that the Committee discussed how the Strategic Plan is nearing the end of the three years and WMW staff requested guidance on next steps. The Committee recommended that staff look into updating the plan and begin further assessing and reviewing current strategies. WMW staff plans on contacting the One-Stop Operator to discuss further options and suggestions with the plan.

b. Talent Solutions: Shana Welch, Committee Chairperson, reported that the committee is moving forward with the employability skills curriculum, which will be rolled out to all of the WMW Service Centers in the next month. Shana further noted that through the third party evaluation, a recommendation was made to have an actual employer test and pilot the curriculum. The subcommittee is planning on having a joint meeting with the Employer Solutions Subcommittee to further discuss the implementation and to identify employers that will adopt the curriculum. Brittany Lenertz noted that discussion on how to promote the curriculum to employers will also be discussed. Brittany answered board members’ questions.

c. Employer Solutions: Sherry White, Committee Chairperson, reported that the subcommittee is working on the focus of new goals and is joining the Talent Solutions Subcommittee for a joint meeting.

d. Strategic Partnerships: Heather Gluszewski, Committee Chairperson, reported that the last committee meeting took place on September 18. Heather reported that WMW staff provided the subcommittee with current updates on initiatives and partnerships. Heather stated that the next meeting has not been scheduled yet, but that the subcommittee plans to discuss future goals and
objectives with WMW staff. Heather noted that WMW staff plans on discussing goals of this subcommittee with the One-Stop Operator.

e. **Outreach and Communications:** Mark Bergsma, Committee Chairperson, reported that the committee is working on outreach strategies to reach the more difficult to serve populations, and their next meeting is next week.

f. **Career Educational Advisory Council (CEAC):** Cindy Brown, WDB Vice-Chairperson, reported that the CEAC last met in September, and the meeting for January 25, 2019 was canceled due to inclement weather. The rescheduled meeting is February 22, 2019 at 9:30 a.m.

g. **Legislative Subcommittee:** Jacob Maas, Chief Executive Officer, reported that the slate of members include the following: Mark Bergsma, Norm Brady, Jim Fisher, Chris Glass and Alexa Kramer. The first meeting was canceled due to inclement weather, and the rescheduled meeting date is pending. Jacob further noted that he would like the subcommittee to begin focusing on legislative visits to service centers. Jacob stated that the Michigan Works! Association’s Legislative Day is on May 15, 2019, and Jacob would like some of the subcommittee members to assist staff in presenting key points to the legislators.

8. **Other Business**

   a. **National Skills Coalition: February 5-7, 2019**
      Angie Barksdale reported that she, Amy Lebednick and Tasha Evans (WMW Policy Manager) attended the National Skills Coalition that is highly focused on federal policies. Angie noted that they spent one day learning about the national hot topics and that there is a broad network of organizations engaged in skills and all areas of workforce development issues. Angie also reported that WIOA is up for reauthorization next year. Stephanie Beckhorn provided some additional insight on the Coalition. Shana Welch stated that the coalition plans to open an office in southeast Michigan.

   b. **National Association of Workforce Boards (NAWB) Forum: March 22-26, 2019**
      Jacob reported that he, Angie, Amy and Brittany along with Dave Smith, and WDB Member Bill Pink, and community partners will be attending this year’s NAWB Forum. Jacob stated that WMW staff will be presenting or co-presenting several workshops at the NAWB Forum.

9. **Public Comment- None**

10. **Adjournment at 1:22 p.m. by Chairperson Dave Smith.**

Recorded by: ___________________________      Received by: ________________________________
MEMORANDUM

TO: West Michigan Works! (WMW) Workforce Development Board (WDB) Executive Committee

FROM: WMW Staff

DATE: April 1, 2019

RE: Approval of Legislative Subcommittee Chairperson

Action

On March 18, 2019, the Legislative subcommittee recommended Jim Fisher as the Chairperson. WMW staff is requesting approval from the Executive Committee for Mr. Fisher to be designated as the Chairperson of this committee.
MEMORANDUM

TO: West Michigan Works! (WMW) Workforce Development Board (WDB)

FROM: Brittany Lenertz, Talent Solutions Director

DATE: April 1, 2019

RE: WMW 15-03c2 WIOA In and Out-of-School Youth Eligibility

Background

In January of 2018, the Workforce Development Board approved the Workforce Innovation and Opportunity Act (WIOA) In and Out-of-School Youth Eligibility policy, defining local eligibility criteria for West Michigan Works! WIOA Youth programs. This policy seeks to expand the Basic Skills Deficient definition based to make the definition less restrictive in order to serve more youth. The recommendation for the broader definition came from a recent USDOL monitoring of our Youth programs.

Requested Action

WMW staff is requesting that the WDB approve WMW 15-03c2 to reflect these changes.
Title: Draft WMW 15-03, change 2
Workforce Innovation Opportunity Act (WIOA) In and Out-of-School Youth Eligibility

Effective Date: XX-XX-XXXX

Approved By: West Michigan Works! Workforce Development Board on XX-XX-XXXX
ACSET Governing Board on XX-XX-XXXX

Program(s) Affected: This policy applies to individuals seeking eligibility to participate in the Workforce Innovation Opportunity Act (WIOA) Youth programs

Scope: WIOA Youth programs

Supersedes: WMW 15-03, change 1

References: WIOA Section 129(a)(1)(B & C); WIOA Rules, 20 CFR 681.300; WIOA Manual

Policy: Provisions of career or training services for all WIOA programs is dependent upon the individual’s ability to prove authorization to work in the United States. Any individual who cannot demonstrate authorization to work will not be eligible for program enrollment, career or training services and will be referred to appropriate agencies. Efforts to determine authorization to work and/or refer customers to appropriate agencies or offices to assist will be coordinated with Migrant Services. All individuals, regardless of authorization to work, are able to receive self-services through West Michigan Works! service centers.

A. In-School Youth

An eligible in-school youth is defined, under WIOA section 129(a)(1)(C), as an individual who:

1. Is age 14-21 (or through the age of 25 with a disability) and
2. Attending a school (as defined by state law) and
3. A low-income individual and
4. Has one or more of the following barriers
   a. A homeless individual, including runaways
   b. An offender
   c. A foster care youth including a youth who has aged out of the foster care system or who has attained 16 years of age and left foster care
Draft WMW 15-03c2 WIOA In and Out-of-School Youth Eligibility

for kinship guardianship or adoption, a child eligible for assistance under Section 477 of the Social Security Act, or in an out-of-home placement

d. Pregnant or parenting youth
e. Basic skills deficient
f. A youth who is an individual with a disability
g. An English language learner
h. Requires additional assistance to complete an educational program or to secure or hold employment

Note: youth who are homeschooled, in alternative education or virtual learners are in-school youth.

B. Out-of-School Youth

An eligible out-of-school youth is defined, under WIOA section 129(a)(1)(B), as an individual who:

1. Is age 16-24 and
2. Not attending any school (as defined by state law) and
3. Has one or more of the following barriers
   a. A recipient of a secondary diploma or its recognized equivalent who is a low-income individual and is either basic skills deficient or an English language learner
   b. A school dropout (age 18+ or 16+ with parent consent)
   c. A homeless individual, including runaways
   d. A youth within the age of compulsory (required by law) school attendance, but has not attended school for at least the most recent completed school year calendar quarter
   e. An offender
   f. A foster care youth including a youth who has aged out of the foster care system or who has attained 16 years of age and left foster care for kinship guardianship or adoption, a child eligible for assistance under Section 477 of the Social Security Act, or in an out-of-home placement
   g. Pregnant or parenting youth
   h. A youth who is an individual with a disability
   i. A low-income youth who requires additional assistance to complete an educational program or to secure or hold employment

C. Requires Additional Assistance

Definitions and eligibility documentation requirements regarding the “requires additional assistance to complete an educational program, or to secure or hold employment” criterion must be established at the local level.
The West Michigan Works! Workforce Development Board definition for Youth Who Require Additional Assistance includes the following:

1. GPA less than 2.0 in secondary or post-secondary education
2. Dropping out of post-secondary education
3. Fired from one or more employers (for any reason, including attendance)
4. No employment history
5. An employment history of less than six months for one employer
6. Member of a single parent household
7. Gang affiliation
8. High absenteeism rate from school
9. Responsible for care of siblings or other family members
10. Recreational or addictive use of drugs or alcohol
11. In need of credit recovery
12. Living in rural areas lacking adequate transportation to employment
13. Received an Individual Education Plan (IEP), an accommodation under Section 504 of the Rehabilitation Act of 1973 (also called a “504 Plan”), or an Individualized Plan for Employment (IPE) through Michigan Rehabilitation Services (MRS)
14. Child of an incarcerated parent
15. Victim of human trafficking

D. Five Percent Allowances

WIOA allows a five percent enrollment exception under two situations:

- Per section 681.250 of the Federal Register, WIOA allows a low-income exception where five percent of WIOA youth may be participants who ordinarily would be required to be low-income for eligibility purposes and meet all other eligibility criteria for WIOA except the low-income requirement.
- Per 681.310 (b) of the Federal Register, not more than five percent of the in-school youth newly enrolled in a given program year may be eligible based only on the “requires additional assistance to complete an educational program or to secure or hold employment” condition.

Both exceptions require the MWA to calculate the five percent exception based on new enrollees for the program year rather than the total caseload. Due to the limited number eligible for the five percent allowance, the MWA reserves the 5% exception determination within the administrative operations. Contractors and direct service youth staff must not enroll youth using either of the five percent exception criteria.
E. Other Responsible Adult

For purposes of authorizing a minor to participate in the WIOA programs, the signature of a parent, guardian or other responsible adult is required. Local areas may define “other responsible adult” in order to enroll minors with the authorization of individuals other than a parent or legal guardian.

Other responsible adults shall include the following:

- A relative with whom the individual resides;
- An adult who has been delegated custodial or administrative responsibilities in writing, either temporarily or permanently, by a parent or by an appropriate agency;
- An agency or organization representative who is in a position to know the individual’s circumstances (i.e. clergy, school teacher, probation or other officer of the court or foster parent);
- A representative of an agency which provided services to the individual and who is aware of the individual’s circumstances (i.e. social worker, homeless shelter official, child protective worker, foster worker, or health clinic official.)
Attachment A: Definitions

Attending School: An individual attending any secondary school, home school, alternative education, virtual learning or credit bearing post-secondary education. This includes full or part-time and those who are between school terms and intend on returning to school.

Not Attending School: An individual not attending secondary education or credit bearing post-secondary education. An individual attending adult education under title II of WIOA, YouthBuild, Job Corps, high school equivalency or dropout re-engagement programs or those attending non-credit bearing classes are not considered attending school.

Low-Income Individual: A low-income individual must meet one of the following conditions -

a) Is receiving or is a member of a family that receives, or was determined eligible to receive income-based public support within the prior six months;
   a. Temporary Assistance to Needy Families (TANF)
   b. Social Security Income (SSI)
   c. Refugee Assistance
   d. Supplemental Nutrition Assistance Program (SNAP)
   e. Food Assistance Program (FAP)

b) A member of a family that lives at 100% or less of the poverty threshold or at 70% or less of the Lower Living Standard Income Level (LLSIL)

c) Receives or is eligible to receive free, or reduced lunch

d) Qualifies as a homeless individual

e) Is a foster youth

f) An individual with a disability whose own income meets the income requirement of the poverty level (item b above), but who is a member of a family whose income does not meet this requirement

g) Living in a high poverty area

School Dropout: An individual who is no longer attending secondary school and who has not received a secondary school diploma or its recognized equivalent. The term “school dropout” does not refer to individuals who have dropped out of post-secondary education.

Homeless Individual: A homeless individual is defined as an individual who lacks a fixed, regular, adequate night time residence; and any individual –

- Who has a primary night time residence that is a publicly or a privately operated shelter for temporary accommodation;
- An institution providing temporary residence for individuals intended to be institutionalized; OR
- A public or private place not designated for, or ordinarily used as, a regular sleeping accommodation for human beings.

Offender: An offender is an individual who is an adult or juvenile –
a) Who is or has been subject to any stage of the criminal justice process, and for whom services under this Act may be beneficial; or
b) Who requires assistance in overcoming artificial barriers to employment resulting from a record of arrest or conviction

**Runaway:** A runaway youth is defined as an individual who lacks a fixed, regular, adequate night time residence; and any individual -
- Who has a primary night time residence that is a publicly or a privately operated shelter for temporary accommodation;
- An institution providing temporary residence for individuals intended to be institutionalized; **OR**
- A public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings.

**In Foster Care or Aged Out of Foster Care:** Foster care means 24-hour substitute care for children placed away from their parents or guardians and for whom the State agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. A child in foster care is in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the State or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is federal matching payments that are being made.

**Pregnant or Parenting Youth:** A pregnant or parenting youth is an individual who is between the ages of 14 and 24 years of age and pregnant, or a male or female youth who is providing custodial care for one or more dependent children under the age of 18.

**Basic Skills Deficient:** Basic skills deficient is defined as an individual –

a) Who is a youth that has English reading, writing, or computing skills at or below the 8th grade level on a generally accepted standardized test; or
b) Who is unable to compute or solve problems, or read, write, or speak English at the level necessary to function on the job, in the individual’s family, or in society, as locally defined with one or more of the following criteria:
   - English is the individual’s second language; or
   - Has a social, mental or physical impairment as documented by a physician or other qualified service provider; or
   - Enrolled in remedial courses in post-secondary education; or
   - Lacks the short-term pre-vocational skills (i.e. learning, communication or computer literacy skills) an individual needs to prepare for unsubsidized employment or training, as documented by and in his/her comprehensive assessment; or
   - **On-the-Job Training ONLY:** if an individual possesses 50% or less of the skills required to do the job, as indicated by the training outline.
Family: The term “family” means two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories:

- A married couple and dependent children
- A parent or guardian and dependent children
- A married couple

Income: For registration eligibility purposes, income is divided into included income and non-included income.

Included Income:

Includes all income actually received by the members of the applicant’s family during the income determination period six months prior to application. Only the income for individuals included in the applicant’s family size is considered when determining family income. In addition, the income of these family members is only to be counted during the periods persons are actually members of the applicant’s family unit.

* Included income is income actually received by the participant, meaning they have actually received a check stub for hours worked. If an applicant has worked, but has not yet received payment, this will not be factored as income.

Included income:

1. Gross Wages and Salary - The total money received (amount paid before deductions) from work performed as an employee including:

   - gross wages and salaries
   - tips
   - commissions
   - piece rate payments (payments based on the number of items/units completed, instead of hours worked)
   - cash bonuses
   - vacation pay (this includes Armed Forces terminal leave pay)
   - Income earned through the senior community service employment program.

2. Net Self Employment Income - Net income (gross receipts - operating expenses = net employment income) from a business firm, farm, or other enterprise (including odd jobs) in which a person is engaged on his/her own account. If net self-employment income reflects a deficit amount, income from the source is to be considered "-0-" when calculating family income. Self-employed includes a farmer, rancher, fisherman, professional person, independent trades person, and other business people.

3. Miscellaneous Income:

   - Regular payments from railroad retirement, strike benefits from union funds, worker's compensation, veteran's payments, and training stipends
• Alimony
• Unemployment compensation
• Child support payments
• Military family allotments, excluding allotments for active duty, or other regular support from an absent family member or someone not living in the household
• Pensions whether private, including employer contributing 401(k), OR government employee (including military retirement pay)
• Regular insurance or annuity payments
• College or university grants (does NOT include Pell), fellowships, scholarships, and assistant ships
• Dividends, interest, net rental income, net royalties, and periodic receipts from estates or trusts.
• Net gambling or lottery winnings.
• WIOA, On-the-Job Training payments.
• Old Age, Survivors and Disability Insurance benefits including Social Security Disability Income – SSDI, received under Section 202 of the Social Security Act (42 USC 402)

Non-Included Income:

• Severance Pay
• Welfare payments (including Temporary Assistance for Needy Families, Supplemental Security Income, Food Assistance Employment and Training Program, and Refugee Assistance
• Capital gains
• Foster child care payments
• Any assets drawn down as withdrawals from a bank, the sale of property, an employee exclusive 401(k), the sale of property, a house or a car
• Tax refunds, gifts, loans, lump-sum inheritances, one-time insurance payments, or compensation for injury
• Non-cash benefits such as employer paid fringe benefits, food or housing received in lieu of wages, Medicare, Medicaid, Food Stamps, school meals, and housing assistance
• Pay or allowances received while on Active Military Duty. (38 U.S.C. 2013)
• Pell grants
• Education assistance and compensation payments to veterans and other eligible persons (Chapters 11, Compensation for Service Connected Disability or Death, 13, Dependence and Indemnity Compensation for Service Connected Death, 31, Vocational Rehabilitation, 34, Veterans’ Education Assistance, 35, War Orphans’ and Widows’ Educational Assistance, and 36, Administration of Educational Benefits. 38 U.S.C. 2013)
• Allowances, earnings, and payments to individuals participating in programs under WIA shall not be considered as income for the purposes of determining eligibility for WIA
• Earned income credit (EIC). (TEIN #35-93)
• Educational financial assistance received under Title IV of the High Educational Act. (20 U.S.C. 1087)
• Needs-based scholarships
• Adoption subsidies
Individual with a Disability: an individual with any disability as defined in section 3 of the Americans with Disabilities Act of 1990 (42 USC 12102)

English Language Learner: An English language learner means an eligible individual who has limited ability in reading, writing, speaking, or comprehending the English Language, and –
   a) Whose native language is a language other than English; or
   b) Who lives in a family or community environment where a language other than English is the dominant language

Age of Compulsory School Attendance: Per Michigan Combined Law 380.1561, for a child who turned age 11 before December 1, 2009 or who entered grade 6 before 2009, the child’s parent, guardian, or other person in this state having control and charge of the child shall send that child to a public school during the entire school year from age 6 to the child’s sixteenth birthday. Except otherwise provided in this section, for a child who turns age 11 on or after December 1, 2009 or a child who was age 11 before that date and enters grade 6 in 2009 or later, the child’s parent, guardian, or other person in this state having control and charge of the child shall send the child to a public school during the entire school year from age 6 to the child’s eighteenth birthday.

High Absenteeism Rate: High Absenteeism will be considered as 10 or more unexcused absences in a school year (10 days or 60 hours).
MEMORANDUM

TO: West Michigan Works! (WMW) Workforce Development Board (WDB)
FROM: Amy Lebednick, Business Solutions Director
DATE: April 1, 2019
RE: Business Solutions Updates

Experience for Hire
In partnership with AARP, we hosted a unique, no cost hiring event for employers and older workers on March 27th. Job seekers registered online prior to the event and completed an online survey outlining their skills set. Staff then coordinated a matching process. Each employer had 3-5 scheduled interviews with candidates that matched the skills needed for their open positions. All job seekers still had an opportunity to network with other employers following the interviews.

Agribusiness Talent Council
The Food Processing Talent Council is restructuring to include the agricultural and food processing clusters to better align with the Michigan Industry Cluster Approach. The council, re-named Agribusiness Talent Council, is currently in the process of planning their ongoing strategy including member structure and future projects.

MiCareerQuest Update
April 24th at DeVos Place, 8:30 a.m. – 1:45 p.m.
- 9,683 Students Registered
- 106 Unique Exhibitors
- 229 Occupations to be highlighted
Opportunities to volunteer still exist. Please contact Michelle Ball at mball@westmiworks.org.

Volunteer Orientation
Friday, April 12, 2019
10:00 a.m. – 1:00 a.m. and 2:00 p.m. – 3:00 p.m.
215 Straight Ave. NW
Grand Rapids, MI 49504
Our Purpose:
To help every youth SUCCEED by providing

• life-changing experiences
• a sense of belonging
• a vision for the future

We Believe...

That every young person in this community is worthy of love, acceptance and support. Wherever their path leads them, each youth we serve has been strengthened by the commitment and dedication of the staff who have worked along side them.
Workforce Development Board Dashboard Narrative

Employers Served
Employers served for the first quarter of PY18/19 are slightly higher than PY17/18. The increase in employers served for this time period is attributed to the Going Pro Talent Fund (previously STTF) award notifications coming in late December rather than November. The later award noticed allowed staff to continue serving new employers consistently through the end of the quarter.

Race & Ethnicity
WMW continues to see a higher percentage of Black or African American and Hispanic populations than is representative of the entire regional population. This trend is consistent with previous reports and is likely linked with higher unemployment rates for these populations as well as intentional partnerships and targeted outreach to underrepresented populations.

Training Pipeline
In trend with data from PY17/18, the training pipeline continues to grow with Health Care being the largest industry for both WIOA and Welfare Reform. The Information Technology (IT) pipeline is also growing for TAA as many of those recently dislocated from the IT sector are now pursuing upgraded skills and credentials that fall in line with today’s demand.

Occupational Training Completed & Credentials Earned
In this section, apprenticeships are also counted as Occupational Training and Credentials Earned, due to the formal classroom portion of apprenticeships that result in a recognized credential. The “Other” category includes trainings that provide skills that can be used across industries or in other industries such as Business Professional and Accounting

Employment Rate
Employment rate is determined by the number of individuals employed at “exit” of a program divided by the total number of exiters. So far, for the first quarter, employment rate remains slightly below PY16/17. This rate is likely impacted by continued cleanup efforts, exiting those who due to age, may no longer be interested in the workforce as well as the broad decline in employer certifications and individuals who are eligible for TAA services.

For FAE&T, the employment rate includes all individuals who choose to participate in the voluntary program

Overall Traffic by Month
Traffic counts for both total visits and unique visits have a slight decline from last year. This may be attributed to decreased number of individuals needing re-employment services as the overall unemployment rates for West Michigan continue to be fairly low.
Job Seekers Served:
- Talent Connect Registrations: 14,590
- Staff Assisted Services: 5,379
- Employers Served: 543
- Jobs Filled: 1,300

Employers Served PY 17/18 vs PY 18/19

Race & Ethnicity

Gender

Training Pipeline

Occupational Training Completed & Credentials Earned

Employment Rate & Average Hourly Wage
MEMORANDUM

TO: West Michigan Works! (WMW) Workforce Development Board (WDB)

FROM: Executive Committee

DATE: April 1, 2019

RE: Update re: Resignation and Nomination of WMW WDB Member

Workforce Board Member Update

In March 2019, staff notified the Executive Committee that current board member, Jonas Talbott, has requested to step down from the workforce board. Jonas made a recommendation for Mr. Ryan Bennett to fill his current seat on the board. Ryan previously served on the WDB from 2015-2017. Currently, Ryan, is the Business Manager of the West Michigan Plumbers, Fitters and Service Trades Local Union No. 174.

On March 11, 2019 the Executive Committee approved the nomination of Ryan Bennett to serve on the Workforce Development Board as an Organized Labor/Employee representative. Staff will request final appointment approval from the ACSET Governing Board in April. The term dates for this seat expire October 2019.