



**Executive Committee Meeting
West Michigan Works! (WMW) Workforce Development Board (WDB)
Westside Service Center
215 Straight Ave. NW
Grand Rapids, MI 49504
Monday, May 13, 2019 - Meeting 11:30 a.m. – 1:00 p.m.**

AGENDA

- | | |
|--|-------------------------|
| 1. Call to Order | |
| 2. Public Comment – Agenda Items | |
| 3. Approval of the March 11, 2019 Minutes | Action Required |
| 4. Report on Financial Activities: <i>Brenda Isenhart, Chief Financial Officer</i> | Information Item |
| a. ACSET Financial Report- Notes to March 2019 Board Financials | |
| b. FYE 2019 Budget Modification | |
| c. FYE 2019-2020 Budget | |
| 5. MiCareerQuest 2019 Updates | Information Item |
| 6. WDB Meeting Agenda: June 10, 2019 | Discussion Item |
| 7. Legislative Day: May 22, 2019 | Discussion Item |
| 8. State Budget Priorities | Discussion Item |
| 9. WMW WDB Subcommittees Updates | Information Item |
| a. Talent Solutions, <i>Shana Welch</i> | |
| b. Employer Solutions, <i>Sherry White</i> | |
| c. Strategic Partnerships, <i>Heather Gluszewski</i> | |
| d. Outreach and Communications, <i>Mark Bergsma</i> | |
| e. Career Educational Advisory Council (CEAC), <i>Cindy Brown</i> | |
| f. Legislative, <i>Jim Fisher</i> | |
| 10. Other Business | |
| 11. Public Comment | |
| 12. Adjournment | |

**Next Scheduled Executive Committee Meeting: July 8, 2019 at 11:30 a.m. located at:
Westside Service Center, 215 Straight Ave N.W. Grand Rapids, MI 49504**



**Executive Committee Meeting
West Michigan Works! (WMW) Workforce Development Board (WDB)
Westside Service Center
215 Straight Ave. NW
Grand Rapids, MI 49504
Monday, March 11, 2019 ▪ Meeting 11:30 a.m. – 1:00 p.m.**

MINUTES

Members/Alternates Present: Dave Smith, Cindy Brown, Mark Bergsma, John Buchan, Jay Dunwell, Heather Gluszewski, Rebecca Herrington, Jon Hofman, Scott McLean, Sherry White

Members/Alternates Absent: Shana Welch

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

Guests Present: None

1. Call to Order, Chairperson Dave Smith at 11:30 a.m.
2. Public Comment- Agenda Items- None
3. Approval of the January 14, 2019 Minutes **Action Required**

Motion – Mark Bergsma
Second – Cindy Brown
Item Approved by Vote – Motion carried
4. Report on Financial Activities: Notes to January 2019 Board Financials **Information Item**
Brenda Isenhart, Chief Financial Officer, reviewed WMW’s 2018 Board Financials, Statement of Revenue and Expenditures by program for the seven months ending January 31, 2019. Brief discussion took place, and Brenda answered board members’ questions.
5. WMW WDB Member Resignation and Nomination **Action Required**
Jacob Maas, Chief Executive Officer, reviewed that WMW staff was notified that current board member Jonas Talbott is requesting to step down from serving on the workforce board. Mr. Talbott has made a recommendation for Ryan Bennett to fill his current seat. Mr. Bennett has indicated that he is able and willing to serve on the board and has submitted his application. Mr. Bennett previously served on the workforce board from 2015-2017. Staff is requesting approval from the Executive Committee for the nomination of Mr. Bennett to serve as an Organized Labor/Employee representative on the workforce board. The term dates for this seat expire October 2019. Jacob noted that staff will have to request final approval from the ACSET Governing Board in April.

Motion – Jon Hofman
Second – Sherry White
Item Approved by Vote – Motion carried
6. Bethany Christian Services Contract **Action Required**
Angie Barksdale, Chief Operating Officer, reviewed that in October 2018, staff began working with Bethany Christian Services regarding its current contract providing Workforce Innovative and Opportunity Act (WIOA) Out-of-School and Summer Youth Services. Angie reviewed the course of action that has

occurred over the past several months with respect to Bethany's performance issues and contract probationary status. Angie stated that staff is recommending that currently enrolled and active youth participants in Kent County be transitioned to other existing youth providers and that Bethany's current youth contract be terminated and closed out as of June 30, 2019. Staff is also recommending that the 2019 Foster Care Youth program, which traditionally has been awarded to Bethany, be put out for bid. Angie stated that staff is requesting the Executive Committee's approval to move forward with the recommendations. Discussion took place, and staff answered board members' questions. Board members also recommended that staff establish protocols in case similar circumstances with contractors arise in the future.

Motion – Cindy Brown

Second – Jay Dunwell

Nays – John Buchan

Item Approved by Vote – Motion carried

7. Agreement between the West Michigan Works! Workforce Development Board and the Area Community Services Employment and Training Council (ACSET) **Information Item**
Nancy Wiest, Staff Attorney, reported that WIOA regulations require a written agreement between the WDB and Chief Elected Officials (CEOs) when a local organization, such as ACSET, functions simultaneously in a variety of roles, including local fiscal, local WDB staff and direct provider of services. Nancy reviewed the agreement and the individual and shared responsibilities of the WDB, ACSET's Governing Board, and the One-Stop Operator and the key functions of each in fulfilling workforce goals in region 4B. Angie Barksdale added that staff is requesting additional suggestions and/or concerns from the Executive Committee prior to requesting final approval from the Workforce and Governing Boards. Discussion took place, and staff answered board members' questions.
8. Strategic Plan Update **Information Item**
Angie Barksdale reviewed that pursuant to the request of the Executive Committee in January, staff members have begun to work with the One-Stop Operator Janie McNabb on revisions to the current Strategic Plan. Staff will be updating the board once revisions and updates are completed.
9. WDB Meeting Agenda: April 8, 2019 **Information Item**
Jacob Maas requested suggestions for guest speakers for the next WDB meeting. Members recommended bringing in guests that represent the IT and Healthcare Industry Sectors and/or someone from the State to present on the new MiOpportunity scholarship.
10. Legislative Day: May 15, 2019 **Information Item**
Jacob Maas stated that with approximately twenty new seats in the legislation, he is requesting private sector WDB members to assist staff in meeting with these new legislators and staffers in Lansing on May 15th 2019. Dave Smith and Mark Bergsma indicated that they are available to attend. Jacob also noted that he will ask members of the Legislative subcommittee for additional volunteers.
11. Governor Whitmer's Budget **Information Item**
Jacob Maas reviewed a handout that outlined Governor Whitmer's state budget. Discussion took place, and Jacob answered board members' questions.
12. Walk-in Item: Youth Solutions Department **Information Item**
Brittany Lenertz, Talent Solutions Director, provided the committee with a memorandum on the Youth Solutions department and recent developments. Brittany stated that over the last several months, Youth Solutions Manager, Karen Mazur, and the One-Stop Operator, Janie McNabb, have been working on new strategies and structure development for the youth programs. Brittany reviewed that the results included a recommendation that youth programming focus on out-of-school youth and a three-tiered strategy.

Brittany further reported that to move forward with these strategies and alignment of resources, the Jobs for Michigan Graduates (JMG) will work solely on the out-of-school program, which means that WMW will shift the administration of current JMG programs to Kinexus and continue our partnerships with schools by providing connections to our regional employers and in-demand careers. Staff answered board members' questions.

13. WMW WDB Subcommittees Updates

Information Item

- a. Talent Solutions: Brittany Lenertz, Talent Solutions Director, reported that the subcommittee had a joint meeting with the Employer Solutions Subcommittee to discuss marketing materials and the pre-assessment. Brittany reported that the subcommittee is moving forward with the employability skills curriculum. Brittany noted that they have received a lot of positive feedback from staff and jobseekers about the curriculum. Brittany answered board members' questions.
- b. Employer Solutions: Sherry White, WDB Member, reported that the subcommittee is currently working with the Talent Solutions subcommittee on the employability skills curriculum.
- c. Strategic Partnerships: Heather Gluszewski, WDB Member, reported that the subcommittee will be meeting today to further discuss future goals and objectives. Heather stated that the subcommittee will be discussing these items on the ecosystem and parameters with the One-Stop Operator, Janie McNabb.
- d. Outreach and Communications: Mark Bergsma, WDB Member, reported that the subcommittee has been working on outreach to more difficult-to-serve populations. The subcommittee has compiled its lists and is working on how to further collaborate and communicate with those organizations to reach these particular populations.
- e. Career Educational Advisory Council (CEAC): Angie Barksdale reported that the council met in February. Angie reported that the Michigan College Access Network (MCAN) presented information on the Michigan Higher Education Attainment Roundtable (MIHEART), which has released a new Talent Attainment report and recommendations. MCAN is helping to disseminate this work. The Total Talent report provides a call to action and a set of state policy priorities and stakeholder initiatives to make Michigan a talent leader. <http://www.micollegeaccess.org/advocacy/miheart>. The council also discussed the Marshall Plan awardees. Angie reported that out of eight-eight submissions, nine were awarded. Two of the nine are part of our region: 1.) The Michigan M-46 Partnership Talent Consortium and 2.) The Michigan Energy Workforce Development Consortium (MEWDC).
- f. Legislative: Jacob Maas reported to the board that this newly formed subcommittee will be convening on March 18.

14. Other Business

Discussion Item

Jacob Maas reported that the West Michigan Works! Workforce Development Board has been selected as the 2019 Trailblazer Award recipient and will be receiving this award during the 2019 National Association for Workforce Boards (NAWB) Forum, in Washington, D.C. on March 25th. The WIOA Trailblazer Award honors the board that has made the most progress in adopting the changes envisioned in the Workforce Innovation and Opportunity Act (WIOA) and in expanding its ability to develop comprehensive workforce solutions for its community. Jacob noted that he and WDB member, Shana Welch, will be traveling along with the Michigan Works! Association to Washington, D.C. on March 13th for a one-day visit to meet with local and state representatives and/or staffers.

15. Public Comment – None

16. Adjournment at 12:56 p.m. by Chairperson Dave Smith

Recorded by: _____ Received by: _____

**ADMINISTRATIVE OFFICE**

Area Community Services
Employment & Training Council
1550 Leonard NE
Grand Rapids, MI 49505
(616) 336-4100

SERVICE CENTERS**Allegan County**

3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

220 East Main St
Fennville, MI 49408
(269) 561-2001

Barry County

136 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County

301 W Main St
Ionia, MI 48846
(616) 389-8525

Kent County

121 Franklin SE
Grand Rapids, MI 49507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County

114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County

316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County

121 Clover St
Holland, MI 49423
(616) 396-2154

MEMORANDUM

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

FROM: Brenda Isenhardt, Chief Financial Officer

DATE: May 6, 2019

RE: March 2019 Michigan Works! Board Financials

The Statement of Revenues and Expenses is presented using budgets prior to the 2nd budget amendment that was approved at the April 22, 2019 governing board meeting.

Revenue

Revenues for the nine months ending March 31, 2019 total \$22,151,894 which is 4.3% above budgeted revenue. After discussions with our State grantor we have modified the way training expenses are accrued under the Going Pro Talent Fund. Historically, trainings were accrued once the employer submitted all of the required documentation to verify that the trainings provided aligned with the stipulations of the award. The state has requested that trainings be accrued for once the training begins. This change in when and how the trainings are accrued has caused actual revenue to exceed budgeted revenue.

Expenditures

Operating expenses are under the proposed budget by 3.2%. Consumable Supplies are under budget by \$150k. The consumable supplies budget for the current year included anticipated IT expenditures related to improving our IT functionality. Not all of the budgeted IT improvements will take place during this fiscal year but will be completed in the next fiscal year. A budget reduction in consumable supplies was approved with the 2nd Budget Amendment. Other expenses currently exceed budget by \$36k. Included in other expenses are employee trainings among which are career coach training and service center employee training. Also included is digital advertising and the production of videos to improve customer service. A budget increase was approved in this category with the 2nd Budget Amendment.

Training costs are \$2 million over budget. This is a result of the changes to how training accruals are being recorded as mentioned in the revenue section of this memo. An increase in the training budget was approved with the 2nd budget amendment to more fairly reflect the anticipated training expenses.

Administration Expenses represent 8.3% of Total Expenses.

Balance Sheet

Accounts receivables and Accounts payables show a substantial increase over the 6/30/18 balances. This reflects the increase in training accruals (accounts payables) and the increase in grant receivable to cover the increased costs. The increase in net assets reflects the increase of property and equipment and prepaid expenses since the June 30, 2018 fiscal year end.

Area Community Services Employment and Training Council
Michigan Works Agency Programs
Statement of Revenue & Expenses
For the Nine Months Ending March 31, 2019

	YTD Thru Mar 2019 Actual	YTD Thru Mar 2018 Actual	YTD 2018/2019 Budget 1st Amendment	Budget Variance	Budget Variance %
Total Revenue	\$ 22,151,894	\$ 15,999,534	\$ 21,238,356	\$ 913,538	4.30%
Expenses					
Operating Expenses					
Wages	\$ 6,237,307	\$ 5,860,883	\$ 6,267,003	\$ 29,696	0.47%
Fringe Benefits	2,294,058	2,163,008	2,381,181	87,123	3.66%
Consumable supplies	710,270	331,864	860,760	150,490	17.48%
Transportation	146,117	133,322	193,750	47,633	24.58%
Outside services	541,674	172,633	553,750	12,076	2.18%
Space and communications	1,204,611	1,191,841	1,269,014	64,403	5.08%
Equipment rent and maint	69,631	64,185	75,000	5,369	7.16%
Equipment purchases	535,934	49,307	582,792	46,858	8.04%
Other expense	493,136	324,859	457,111	(36,025)	-7.88%
Total operating expense	<u>12,232,738</u>	<u>10,291,902</u>	<u>12,640,361</u>	<u>407,623</u>	<u>3.22%</u>
Subcontractors	\$ 578,452	\$ 618,851	\$ 708,750	\$ 130,298	18.38%
Training	\$ 8,606,936	\$ 4,047,939	\$ 6,605,995	\$ (2,000,941)	-30.29%
Direct Client Expenses	<u>\$ 733,768</u>	<u>\$ 1,040,842</u>	<u>\$ 1,283,250</u>	<u>\$ 549,482</u>	<u>42.82%</u>
	<u>\$ 9,919,156</u>	<u>\$ 5,707,632</u>	<u>\$ 8,597,995</u>	<u>\$ (1,321,161)</u>	<u>-15.37%</u>
Total Expenses	<u>22,151,894</u>	<u>15,999,534</u>	<u>21,238,356</u>	<u>(913,538)</u>	<u>-4.30%</u>
Excess of Revenue over Expense	<u>(0)</u>	<u>-</u>	<u>-</u>	<u>(0)</u>	<u>0.00%</u>

Unaudited

Area Community Services Employment and Training Council
Balance Sheet
Governmental Activities

	<u>Unaudited</u> <u>3/31/19</u>	<u>Audited</u> <u>6/30/18</u>	<u>Audited</u> <u>6/30/17</u>
Assets			
Current Assets			
Cash & Cash Equivalents	\$998,041	\$1,014,340	\$984,590
Accounts Receivable	3,752,432	2,450,056	2,610,645
Inventory (at Cost)	0	0	552,658
Prepaid Expenses	269,520	236,264	295,873
Deposits	61,536	61,536	62,757
Total Current Assets	<u>5,081,529</u>	<u>3,762,196</u>	<u>4,506,523</u>
Long-term Assets			
Property & Equipment	<u>590,091</u>	<u>515,174</u>	<u>752,862</u>
Total Assets	<u><u>\$5,671,620</u></u>	<u><u>\$4,277,370</u></u>	<u><u>\$5,259,385</u></u>
Liabilities			
Short-term Liabilities			
Accounts Payable	\$3,409,193	\$2,000,131	\$2,339,992
Unearned Revenue	388,113	427,655	739,446
C/P Compensated Absences	606,108	671,714	650,000
Total Short Term Liabilities	<u>4,403,414</u>	<u>3,099,500</u>	<u>3,729,438</u>
LT Compensated Absences	<u>0</u>	<u>0</u>	<u>84,051</u>
Total Liabilities	<u>4,403,414</u>	<u>3,099,500</u>	<u>3,813,489</u>
Net Assets			
Total Net Assets	<u>1,268,206</u>	<u>1,177,870</u>	<u>1,445,896</u>
Total Liabilities and Net Assets	<u><u>\$5,671,620</u></u>	<u><u>\$4,277,370</u></u>	<u><u>\$5,259,385</u></u>

**ADMINISTRATIVE OFFICE**

Area Community Services
Employment & Training Council
1550 Leonard NE
Grand Rapids, MI 49505
(616) 336-4100

SERVICE CENTERS**Allegan County**

3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

220 East Main St
Fennville, MI 49408
(269) 561-2001

Barry County

136 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County

301 W Main St
Ionia, MI 48846
(616) 389-8525

Kent County

121 Franklin SE
Grand Rapids, MI 49507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County

114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County

316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County

121 Clover St
Holland, MI 49423
(616) 396-2154

MEMORANDUM

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

FROM: Brenda Isenhardt, Chief Financial Officer

DATE: May 6, 2019

RE: FYE 2019 Budget Modification

The budget modification increases the budget for Grant Income by \$3,833,000 and Program Income by \$60,000. The Grant income increase is primarily due to a change in how and when the training accruals are recorded for the Going Pro Talent Fund (formerly Skilled Trades Training Fund). Grant Revenue is recognized when training accruals are recorded. This change to training accruals has been approved by the grantor. The increase in the budget for program income is primarily due to the anticipated income from non-state shared partners (primarily Adult Ed providers) who will share in our One-Stop facility costs through an infrastructure cost share agreement. Assessment revenue is also included in Program Income.

Wages are increasing slightly to ensure sufficient budget to accommodate the new positions that were recently approved by the governing board. Consumables category is being reduced by \$300,000. A portion of the consumables budget was reserved for IT improvements that are now expected to take place during the next fiscal year or are now anticipated to be in the form of contracted services and are reflected in the \$100,000 increase in Outside Services.

As mentioned above, the increase in training costs is due to the change in how and when training accruals for the Going Pro Talent fund are recorded. Direct client expenditures have been reduced by \$580,000. This reduction is due in part to the Community Ventures grant being extended to another year and therefore the direct client expense budget being spread over a second year as well as a decrease in the number of PATH participants requiring supportive services.

Area Community Services Employment and Training Council

General Fund
Michigan Works! Budgetary Comparison Schedule
For the Fiscal Year Ending June 30, 2019

	Fiscal Year 2018-19 <u>Original Budget</u>	Fiscal Year 2018-19 <u>1st Amended Budget</u>	Fiscal Year 2018-19 <u>2nd Amended Budget</u>	<u>Increase (Decrease)</u>
REVENUES				
Grant Income	\$ 24,179,000	\$ 28,388,000	\$ 32,221,000	\$ 3,833,000
Program income	65,000	65,000	125,000	60,000
TOTAL REVENUE	\$ 24,244,000	\$ 28,453,000	\$ 32,346,000	\$ 3,893,000
EXPENDITURES				
Operating costs:				
Wages	\$ 8,356,000	\$ 8,356,000	\$ 8,406,000	\$ 50,000
Fringe	3,175,000	3,175,000	3,125,000	(50,000)
Consumables	700,000	1,400,000	1,100,000	(300,000)
Transportation	200,000	250,000	220,000	(30,000)
Outside Services	300,000	699,000	799,000	100,000
Space & Communications	1,608,000	1,670,000	1,620,000	(50,000)
Equipment Rent & Maintenance	100,000	100,000	100,000	-
Equipment Purchases	275,000	626,000	626,000	-
Other Expenses	525,000	625,000	650,000	25,000
Subcontracted program costs	840,000	945,000	945,000	-
Training costs	6,754,000	8,896,000	13,624,000	4,728,000
Direct client expenditures	1,411,000	1,711,000	1,131,000	(580,000)
SUBTOTAL OPERATING EXPENSES	\$ 24,244,000	\$ 28,453,000	\$ 32,346,000	\$ 3,893,000
Net Change in Fund Balance	\$ -	\$ -	\$ -	\$ -

**ADMINISTRATIVE OFFICE**

Area Community Services
Employment & Training Council
1550 Leonard NE
Grand Rapids, MI 49505
(616) 336-4100

SERVICE CENTERS**Allegan County**

3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

220 East Main St
Fennville, MI 49408
(269) 561-2001

Barry County

136 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County

301 W Main St
Ionia, MI 48846
(616) 389-8525

Kent County

121 Franklin SE
Grand Rapids, MI 49507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County

114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County

316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County

121 Clover St
Holland, MI 49423
(616) 396-2154

MEMORANDUM

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

FROM: Brenda Isenhardt, Chief Financial Officer

DATE: May 6, 2019

RE: FYE 2020 Budget

The Governing Board approved the initial June 30, 2020 FYE budget at the April 22, 2019 board meeting.

Revenue

The approved Grant Income budget is \$29,309,000. This represents a 9% decrease over the modified 2018-2019 budget. The 2018-2019 budget was inflated to adjust for the change in accruing the Going Pro Talent Fund Trainings.

The budget was prepared with the following assumptions: flat funding for the WIOA and Wagner Peyser funding, a 10% decrease in the Going Pro Talent Fund awards, and a 5% decrease in the PATH TANF funding based on preliminary information coming from the state. West Michigan Works! has since received planning allocations for the WIOA and Wagner Peyser programs. The Wagner Peyser funding allocations will as assumed remain relatively flat with only a \$15k decrease in funding. The WIOA Adult and Dislocated Worker funding will increase by 5% or \$192k and the WIOA Youth funding will increase by 22% or \$473k.

Expenditures

The salaries budget is estimated to increase by \$320,000 for the 2019-2020 year which represents a 3.8% increase anticipated for staff merit raises.

Consumable Supplies budget has been increased by \$200,000 for planned Information Technology improvements that had been budgeted in the previous fiscal year but expect to take place in the 2019-2020 fiscal year.

The training cost reduction is due to the change in training accrual methodology as discussed above within the Going Pro Talent Fund.

Budget modification will be presented to the governing board for approval once finalized allocations are received from our grantors.

Area Community Services Employment and Training Council

General Fund Michigan Works! Budgetary Comparison Schedule For the Fiscal Year Ending June 30, 2020

	Fiscal Year 2018-2019 Budget	Fiscal Year 2019-2020 Budget	Increase (Decrease)
REVENUES			
Grant Income	\$ 32,221,000	\$ 29,309,000	\$ (2,912,000)
Program income	125,000	125,000	-
TOTAL REVENUE	\$ 32,346,000	\$ 29,434,000	\$ (2,912,000)
EXPENDITURES			
Operating costs:			
Wages	\$ 8,406,000	\$ 8,726,000	\$ 320,000
Fringe	3,125,000	3,245,000	120,000
Consumables	1,100,000	1,300,000	200,000
Transportation	220,000	220,000	-
Outside Services	799,000	799,000	-
Space & Communications	1,620,000	1,620,000	-
Equipment Rent & Maintenance	100,000	100,000	-
Equipment Purchases	626,000	626,000	-
Other Expenses	650,000	650,000	-
Subcontracted program costs	945,000	945,000	-
Training costs	13,624,000	10,272,000	(3,352,000)
Direct client expenditures	1,131,000	931,000	(200,000)
SUBTOTAL OPERATING EXPENSES	\$ 32,346,000	\$ 29,434,000	\$ (2,912,000)
Net Change in Fund Balance	\$ -	\$ -	\$ -

**ADMINISTRATIVE OFFICE**

Area Community Services
Employment & Training Council
1550 Leonard NE
Grand Rapids, MI 49505
(616) 336-4100

SERVICE CENTERS**Allegan County**

3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

220 East Main St
Fennville, MI 49408
(269) 561-2001

Barry County

136 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County

301 W Main St
Ionia, MI 48846
(616) 389-8525

Kent County

121 Franklin SE
Grand Rapids, MI 49507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County

114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County

316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County

121 Clover St
Holland, MI 49423
(616) 396-2154

MEMORANDUM

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

FROM: Amy Lebednick, Business Solutions Director

DATE: May 6, 2019

RE: MiCareerQuest 2019

MiCareerQuest: April 24, 2019

# of students registered	9,683
# of unique employers	106
# of exhibitors	861
# of volunteers	193
# of occupations highlighted	229

Post-Event Survey

Educator: "The students loved the hands-on element. I thought the exhibitors were excellent. They engaged kids as they walked by, asked great questions, and we're really focused on helping kids think about career opportunities."

Student: "I enjoyed the kindness of the employer representatives and the hands on activities that kept you engaged and excited to learn more about each job. I also loved the many different kinds of jobs and activities that I had never even heard of before to give many varieties of many possible future careers."

Exhibitor: "I like seeing the "ah-ha" moments and the "light bulb" moments with the students"

Volunteer: "My favorite part of the event is the energy and engagement from the volunteers, employers and students!"