Executive Committee Meeting
West Michigan Works! (WMW) Workforce Development Board (WDB)
Westside Service Center
215 Straight Ave. NW
Grand Rapids, MI 49504
Monday, July 8, 2019 • Meeting 11:30 a.m. – 1:00 p.m.

AGENDA

1. Call to Order

2. Public Comment – Agenda Items

3. Approval of the May 13, 2019 Minutes

   *Brenda Isenhart, Chief Financial Officer*

5. Strategic Plan Update
   *Janie McNabb, One-Stop Operator (Strategic Policy Consultants)*

6. Bethany Christian Services Transition Update
   *Brittany Lenertz, Talent Solutions Director*

7. Meeting Schedule: September/November 2019
   *Angie Barksdale, Chief Operating Officer*

8. WDB Terms of Office/Nomination Committee
   *Angie Barksdale*

9. WDB Meeting Agenda: August 12, 2019

10. WMW WDB Subcommittees Updates
    a. Talent Solutions, *Shana Welch*
    b. Employer Solutions, *Sherry White*
    c. Strategic Partnerships, *Heather Gluszewski*
    d. Outreach and Communications, *Mark Bergsma*
    e. Career Educational Advisory Council (CEAC), *Cindy Brown*
    f. Legislative, *Jim Fisher*

11. Other Business

12. Public Comment

13. Adjournment

Next Scheduled Executive Committee Meeting: TBD
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.

MINUTES

Members/Alternates Present: Dave Smith, Cindy Brown, Mark Bergsma, Jay Dunwell, Heather Gluszewski, Jon Hofman, Shana Welch

Members/Alternates Absent: John Buchan, Rebecca Herrington, Scott McLean, Sherry White

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

Guests Present: Jim Fisher

1. Call to Order, Chairperson Dave Smith at 11:39 a.m.

2. Public Comment- Agenda Items- None

3. Approval of the March 11, 2019 Minutes

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


   a. ACSET Financial Report- Notes to March 2019 Board Financials
      Brenda Isenhart, Chief Financial Officer, reviewed ACSET’s statement of revenue and expenditures for the nine months ending March 31, 2019. Discussion took place, and Brenda answered committee members’ questions.

   b. FYE 2019 Budget Modification
      Brenda presented the budget modification for fiscal year ending June 30, 2019. Brenda noted that the modification includes increases in budget for grant and program incomes. Wages increased due to recently approved staff positions. Brenda further reported that the ACSET Governing Board approved the budget modification on April 22, 2019.

   c. FYE 2019-2020 Budget
      Brenda presented the budget for fiscal year ending June 30, 2020. Brenda reported the proposed grants’ revenue is $29.3 million, which represents a 9% reduction from the previous year’s budget. The current budget does not include any planning allocations for the 2019-2020 year. Regarding expenditures, the budget includes a 3.8% increase for staff salaries. Brenda further reported that the ACSET Governing Board approved the FYE 2019-2020 budget on April 22, 2019.
5. MiCareerQuest Updates

Amy Lebednick, Business Solutions Director, reviewed that the 5th MiCareerQuest event was held on April 24, 2019. Over 9,683 middle and high school students, 106 unique employers, 861 exhibitors, and 193 volunteers attended MiCareerQuest. Amy also shared quotes received from an educator, student, exhibitor, and volunteer. Brief discussion took place, and staff answered committee members’ questions.

6. WDB Meeting Agenda: June 10, 2019

Jacob Maas, Chief Executive Officer, requested suggestions for guest speakers for the next WDB meeting. Jacob reviewed that at the last workforce board meeting in April, the guest speakers presented on Construction and Information Technology Industry Council sectors. Discussion took place, and subcommittee members recommended inviting speakers from the Healthcare, Manufacturing and Agribusiness Industry Council sectors to present at the workforce board meeting in June. Jacob also noted that staff may consider inviting a representative from the U.S. Department of Labor, Grand Valley State University or UpJohn Institute to present for the workforce board meeting in August. Jacob requested that committee members provide further guest speaker recommendations at the next Executive Committee meeting in July. An update on the Strategic Plan was also requested, and Jacob noted this will be discussed further in Item # 10.

7. Legislative Day: May 22, 2019

Jacob Maas reported that staff members are working with the Michigan Works! Association (MWA) schedule of lawmaker visits for the day. Jacob reported that 3 staff, 2 Governing Board Commissioners, 2 WDB members and 1 subcommittee member are planning on attending to represent WMW. Jacob indicated that staff members plan to bring the WMW 2018 annual report, tri-fold informational brochure, the 2019 Hot Jobs list and a two-sided document on Business and Talent Solutions. Jacob further noted that there are essentially “two asks” of the legislators: continuation of GoingPro funding at the current demand of $50 million, and secondly, to continue to use the MI Works! Systems, as they relate to the introduction of the Governor’s new career pathways, MI Reconnect and MI Opportunity. Jacob further noted that WMW has hosted two Legislative visits. The first visit was with Representative Mary Whiteford at the Allegan Service Center and the second with Representative Mark Huizenga. WMW and the Legislative Subcommittee will plan to schedule more visits in the upcoming meetings. Jacob noted that staff will be asking them to visit the service centers. Jim Fisher, WDB member, noted that Governor Whitmer will be attending an invitation-only event this week and requested recommendations regarding talking points. Discussion took place. Shana Welch, WDB member, recommended a one-page document highlighting those “asks” for board members to keep on hand as they speak to lawmakers for employers and advocacy. Jim further recommended that, as part of the WMW Legislative strategy, we continue to use our employers in leveraging awareness and building the advocacy core. Jacob noted that staff will definitely look into inviting an employer to attend the legislative visits.

8. State Budget Priorities

Jacob Maas reviewed a handout that outlined Governor Whitmer’s state budget. Discussion took place, and Jacob answered board members’ questions.

9. WMW WDB Subcommittees Updates

a. Talent Solutions: Brittany Lenertz, Talent Solutions Director, reported that the employability skills curriculum has launched and will be known as WorkReady. Discussion took place, and 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 is collaborating with One-Stop Operator Janie McNabb on discussion and guidance in the partnership ecosystem map. Angie Barksdale further noted that Janie is working on a tiered-scaling system and with Talent and Business Solutions staff to get additional on the scope of work.

d. **Outreach and Communications:** Mark Bergsma, WDB Member, reported that the subcommittee has been working on outreach to more difficult-to-serve populations and the agencies being used for outreach. Jane Kreha, Marketing and Communications Director, further noted that the lists will also be used in the digital campaign and on the WMW website. Jane also reported that WMW has created a Spanish website.

e. **Career Educational Advisory Council (CEAC):** Amy Lebednick, Business Solutions Director, reported that the CEAC’s next meeting is scheduled for May 24, 2019. Amy reported that members will provide updates and future needs. Amy further noted that agenda items will include standing updates on grants and any Kent ISD Marshall Plan progress.

f. **Legislative:** Jim Fisher, WDB member, reported that the subcommittee has conducted its first meeting and plans to schedule another one in June once Legislative Day is over. Jim reported that Nora Balgoeyen, WDB member, is also interested in joining the subcommittee. The subcommittee will be creating a legislative tier to help identify those new legislators who may not be aware of WMW and its services. The subcommittee also discussed creating a one-page document that includes a clear purpose, key priorities and talking points of the workforce programs. In coordination with creating the legislative tiers, staff will work on scheduling legislator visits to local service centers and work on making connections to educate those individuals about WMW services.

10. **Other Business**

   a. **Strategic Planning:** Angie Barksdale reported that WMW One-Stop Operator Janie McNabb is collaborating with staff and drafting a work plan that will update the existing Strategic Plan. The goal is to have a finished draft for approval at the December 2019 annual board meeting with a tentative launch of January 2020. Angie further reported that the work she is doing with the Strategic Partnership subcommittee will incorporate the recommendations to the updated Strategic Plan. Angie answered committee members’ questions.

   b. **MiReconnect:** Some additional discussion took place on Governor Whitmer’s initiatives. Jacob Maas noted that the Michigan Works! Agencies (MWA’s) need to continue to educate the Governor’s Office on the existing services the MWA’s provide and the MWA’s capabilities to continue providing these services and programs.

11. **Public Comment – None**

12. **Adjournment at 12:49 p.m. by Chairperson Dave Smith**

Recorded by: _______________________________  Received by: _______________________________
MEMORANDUM

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

FROM: Brenda Isenhart, WMW Chief Financial Officer

DATE: July 1, 2019

RE: May 2019 Michigan Works! Board Financials

Revenue

Revenues for the eleven months ending May 31, 2019 total $27,342,056 which is 6.38% below budgeted revenue.

Expenditures

Operating Expenses are 2.58% under budget after the latest budget modification approved during the April Board meeting. Wages are $529k more than the previous year to date amount. West Michigan Works! currently employs nine additional staff (180 staff) compared to May 2018. These additional staff as well as merit increases accounts for the increase in wages. Fringe Benefits as a percentage of wages decreased slightly to 36.5% compared to 37.6%. During the current fiscal year service center furniture and lap tops were updated which is reflected in the increase in consumable supplies. The increase in Outside services of $386k over the previous year is mostly due to the administration of the Kellogg Hiring Model grant as well as the development of Employability Skills curriculum funded in part with a grant from the DeVos Foundation.

Investments were made in our facilities by replacing carpet in several of our service centers, renovating the bathrooms at the West Side service center, and renovating a portion of the admin offices to provide additional conference/meeting areas. The increase in Equipment purchases reflect the upgrading of computer equipment including computer switches and un-interrupted power supplies as well as upgrading copiers/printers throughout the region. Six vehicles were also purchased for staff use to travel between service centers, meet with community partners, and serve area employers. Other expenses has increased from the previous year due to an increased investment in staff training, program orientation videos, and advertising.

Subcontractor costs have decreased by $101k. This decrease is primarily from a decrease provided to Bethany Christian Services ($70k). Training costs are $5.5 million above the previous year. This is primarily due to increased Going Pro Talent Fund Awards and a change in the methodology used to account for the awards ($5.3 million). Direct Client Expenses decreased by $334k from the previous year. This decrease is primarily in the PATH program and is a result of a decrease in demand for supportive services and not for lack of available funding.
Administration Expenses represent 14.4% of Operating Expenses and 7.8% 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.
<table>
<thead>
<tr>
<th></th>
<th>YTD Thru May 2019 Actual</th>
<th>YTD Thru May 2018 Actual</th>
<th>YTD 2018/2019 Budget</th>
<th>Budget Variance</th>
<th>Budget Variance %</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$ 27,384,123</td>
<td>$ 20,062,450</td>
<td>$ 29,249,060</td>
<td>$ (1,864,937)</td>
<td>-6.38%</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
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<tr>
<td><strong>Operating Expenses</strong></td>
<td></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Wages</td>
<td>$ 7,739,917</td>
<td>$ 7,210,611</td>
<td>$ 7,757,413</td>
<td>$ 17,496</td>
<td>0.23%</td>
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<td>Fringe Benefits</td>
<td>2,826,176</td>
<td>2,709,679</td>
<td>2,883,855</td>
<td>57,679</td>
<td>2.00%</td>
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<td>Consumable supplies</td>
<td>835,652</td>
<td>478,593</td>
<td>932,753</td>
<td>97,101</td>
<td>10.41%</td>
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<td>Transportation</td>
<td>184,179</td>
<td>166,096</td>
<td>203,750</td>
<td>19,571</td>
<td>9.61%</td>
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<td>Outside services</td>
<td>637,839</td>
<td>251,621</td>
<td>701,083</td>
<td>63,444</td>
<td>9.02%</td>
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<td>Space and communications</td>
<td>1,482,830</td>
<td>1,384,236</td>
<td>1,497,171</td>
<td>14,341</td>
<td>0.96%</td>
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<td>Equipment rent and maint</td>
<td>82,197</td>
<td>73,166</td>
<td>91,667</td>
<td>9,470</td>
<td>10.33%</td>
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<tr>
<td>Equipment purchases</td>
<td>579,924</td>
<td>47,221</td>
<td>638,749</td>
<td>58,825</td>
<td>9.21%</td>
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<tr>
<td>Other expense</td>
<td>541,799</td>
<td>358,105</td>
<td>598,787</td>
<td>56,988</td>
<td>9.52%</td>
</tr>
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<td><strong>Total operating expense</strong></td>
<td>14,910,513</td>
<td>12,679,328</td>
<td>15,305,228</td>
<td>394,715</td>
<td>2.58%</td>
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<td><strong>Subcontractors</strong></td>
<td>$ 689,861</td>
<td>$ 790,800</td>
<td>$ 866,250</td>
<td>$ 176,389</td>
<td>20.36%</td>
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<td><strong>Training</strong></td>
<td>$ 10,871,247</td>
<td>$ 5,346,001</td>
<td>$ 12,040,832</td>
<td>$ 1,169,585</td>
<td>9.71%</td>
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<td><strong>Direct Client Expenses</strong></td>
<td>$ 912,502</td>
<td>$ 1,246,321</td>
<td>$ 1,036,750</td>
<td>$ 124,248</td>
<td>11.98%</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>$ 12,473,610</td>
<td>$ 7,383,122</td>
<td>$ 13,943,832</td>
<td>$ 1,470,222</td>
<td>10.54%</td>
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<tr>
<td><strong>Total Expenses</strong></td>
<td>27,384,123</td>
<td>20,062,450</td>
<td>29,249,060</td>
<td>1,864,937</td>
<td>6.38%</td>
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<tr>
<td><strong>Excess of Revenue over Expense</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.00%</td>
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<tr>
<td></td>
<td>Unaudited 5/31/19</td>
<td>Audited 6/30/18</td>
<td>Audited 6/30/17</td>
<td></td>
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<tr>
<td><strong>Assets</strong></td>
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<tr>
<td><strong>Current Assets</strong></td>
<td></td>
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<td></td>
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<tr>
<td>Cash &amp; Cash Equivalents</td>
<td>$985,082</td>
<td>$1,014,340</td>
<td>$984,590</td>
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<td>Accounts Receivable</td>
<td>4,851,377</td>
<td>2,450,056</td>
<td>2,610,645</td>
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<tr>
<td>Inventory (at Cost)</td>
<td>0</td>
<td>0</td>
<td>552,658</td>
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<tr>
<td>Prepaid Expenses</td>
<td>260,951</td>
<td>236,264</td>
<td>295,873</td>
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<td>Deposits</td>
<td>61,536</td>
<td>61,536</td>
<td>62,757</td>
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<td><strong>Total Current Assets</strong></td>
<td>6,158,946</td>
<td>3,762,196</td>
<td>4,506,523</td>
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<tr>
<td><strong>Long-term Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Property &amp; Equipment</td>
<td>670,699</td>
<td>515,174</td>
<td>752,862</td>
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<tr>
<td><strong>Total Assets</strong></td>
<td>$6,829,645</td>
<td>$4,277,370</td>
<td>$5,259,385</td>
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<tr>
<td><strong>Liabilities</strong></td>
<td></td>
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<td><strong>Short-term Liabilities</strong></td>
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<tr>
<td>Accounts Payable</td>
<td>$4,553,373</td>
<td>$2,000,131</td>
<td>$2,339,992</td>
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<tr>
<td>Unearned Revenue</td>
<td>261,628</td>
<td>427,655</td>
<td>739,446</td>
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<tr>
<td>C/P Compensated Absences</td>
<td>655,628</td>
<td>671,714</td>
<td>650,000</td>
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<td><strong>Total Short Term Liabilities</strong></td>
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<td>3,099,500</td>
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<td>LT Compensated Absences</td>
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<td>0</td>
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<td><strong>Total Liabilities</strong></td>
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<td>3,099,500</td>
<td>3,813,489</td>
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<tr>
<td><strong>Net Assets</strong></td>
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<tr>
<td>Total Net Assets</td>
<td>1,359,016</td>
<td>1,177,870</td>
<td>1,445,896</td>
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<tr>
<td><strong>Total Liabilities and Net Assets</strong></td>
<td>$6,829,645</td>
<td>$4,277,370</td>
<td>$5,259,385</td>
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</table>
To: West Michigan Works!
From: Janie McNabb, One-Stop Operator
Date: July 1, 2019

West Michigan Works! Strategic Plan Update

The goal of the One-Stop Operator (OSO) is to assist West Michigan Works! in coordinating services from multiple partners so that both quality and efficiency are achieved. The One-Stop Operator’s role is to facilitate connections among partners and programs so that services are integrated as much as possible and the customer experience is streamlined. The agency’s Strategic Plan has provided a framework for the activities of the OSO, and as such its update is aligned with the scope of the OSO’s work. Therefore, this proposal is presented as an additional project to be incorporated into the existing contract and continued into the coming program year should the contract be renewed.

Purpose
West Michigan Works! developed a Strategic Plan in 2016, shortly after the organization was formed to incorporate three separate Michigan Works! Agencies. The plan identified core competencies, a Vision, Mission, and Values, along with five primary goals and 18 strategies. The organization has worked diligently to implement the plan and much progress has been achieved.

The board and leadership recognize that it is now time to review the plan and either confirm or revise its components. This process will ensure that relevant goals and strategies receive renewed commitment, and those that are no longer a priority are updated to reflect the agency’s strategic direction. In addition, the updated plan will be streamlined to recognize capacity and feasibility.

Process
The process utilized to develop the above will consist of four primary activities, as detailed below, along with intentional communication to staff following the plan’s update. These activities involve board members, partners, organizational leadership, and frontline staff in varying degrees.
Activities

- **Review of accomplishments to date (Current State)**
  An initial inventory will be conducted to identify major projects and activities that the agency has accomplished in its implementation of the strategic plan. This will be conducted by the OSO with assistance from leadership.

- **Review of Goals, Strategy Development (Future State, Strategic Planning)**
  Focus groups will discuss the relevance of the existing Goals and Strategies. We will begin by reviewing goals and determining if a new Future State should be envisioned. Then, we will brainstorm strategies that will move the organization from its current state to the desired future state, factoring in current and future challenges, competencies, and positioning. The group will consist of board members, agency leadership and staff, and any partners identified by the organization. All input collected from the focus groups will be aggregated in a quantifiable format, providing an objective means for analyzing data.

- **Verify new Strategies and Prioritize**
  A survey will be conducted to confirm that the new Goals and Strategies are appropriate, feasible, and supported throughout the organization. The survey will provide insight into prioritizing goals and strategies, which will then be approved by leadership.

- **Update the Strategic Plan**
  An updated Strategic Plan will be provided, taking all input and strategic factors into consideration. An A3 action planning document will be developed for tracking purposes.

All of the above activities will focus on balancing the agency’s desired priorities and goals with its capacity. As the process unfolds, the OSO and agency leadership will determine whether any additional work should be done to gather more input or conduct further analysis.

- **Roll-out to All Staff**
  A coordinated roll-out activity that involves all staff in the West Michigan Works system will go a long way towards building a strong organizational culture. It is important for all staff members to see the big picture of the organization and to understand their role within it. This activity may take a variety of forms, such as an all-staff meeting, a recorded video from the WMW Director, or small group sessions. Regardless of the format, the roll-out should accomplish the following:
  - Ensure a common understanding of the organization’s strategic plan, including re-introducing the vision, mission, and core values;
  - Facilitate staff appreciation for their role within the larger context;
  - Build a sense of shared community across the large geographic coverage area.
Facilitation

The One-Stop Operator will facilitate all of the activities above, and will draft all versions of the updated plan for your review. The OSO will also make recommendations throughout the process as needed and as appropriate. However, it is imperative that the plan contents be authentic to the organization, and that everyone involved in the process commit to full and active participation. The OSO’s role as facilitator is to guide and empower, so that everyone’s voice is heard and so that the end product is useful to leadership and valuable for organization as a whole.

Deliverables

The process will result in three primary products:

1. An “official” version of the updated plan, that summarizes the process and rationale used to make the changes;
2. A condensed version (one or two pages) that can be formatted to visually align with the West Michigan Works! brand identity and can be easily shared with partners and other stakeholders; and
3. An A3 document that will assist all staff in implementation and provide an easily referenced document to leadership and the board regarding progress made towards accomplishing goals.

Timeline

The process for updating the WMW Strategic Plan will require the following events and timeframes:

- Inventory of accomplishments to date (Current State): July, 2019
- Focus Group meetings (Future State, Strategy Development): August and September, 2019
- Survey to review Goals and Strategies: October, 2019
- Analysis of all input; Recommended revisions/updates: November, 2019
- Presentation to board for approval: December, 2019
- Roll-out to staff: January – March, 2020
MEMORANDUM

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

FROM: Brittany Lenertz, Talent Solutions Director

DATE: July 1, 2019

RE: Bethany Christian Services Transition Update

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Caseload and Files:
Closeout and caseload communication and meetings have been ongoing since March, 2019, with significant time being spent on determining active versus inactive participant files. WMW provided Bethany Christian Services (BCS) with a list of both active and exited files, requesting original files be delivered by 6/25/19. To date, 95 files are still missing.

Thirteen files will be transferred to Steepletown for continued services.

Financial:
BCS Invoice of $4,578 against closeout funding received May 28. Payment will not be processed until all files and documentation are received. Final payment to Bethany will be reduced by $2,079 based on BCS funding a paid work experience for a non-WIOA eligible enrolled youth.

Program Impacts:
- Due to WMW staff dedication to minimizing the impact, based on current projections, WMW’s Program Year 2018 (PY18) WIOA youth performance will not experience significant negative impacts through this closeout process.
- Program Year 2019 (PY19) youth performance should also not experience significant negative impacts; however wage records are not yet available to fully determine negative outcomes. PY19 exit numbers are low and any negatives should be offset within the region.
- PY18 and PY19 Data Validation (file monitoring conducted by the State) reviews will be negatively impacted; the degree of impact will depend on the state’s random file selection and percentage of BCS files. BCS had significant DV issues identified in past reviews. Many of the youth are/were disengaged, therefore preventing DV corrections (documentation collection, re-signing registration corrections, etc.)
MEMORANDUM

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

FROM: WMW Staff

DATE: July 1, 2019

RE: Meeting dates: September/November 2019

Action:

WMW staff is requesting the Executive Committee consider the following dates for the remaining 2019 Executive Committee meetings.

September 2019
- Monday, September 16: 11:30 a.m. – 1:00 p.m.
- Monday, September 23: 11:30 a.m. – 1:00 p.m.

November 2019
- Monday, November 4: 11:30 a.m. – 1:00 p.m.
- Tuesday, November 12: 11:30 a.m. – 1:00 p.m.
- Friday, November 22: 11:30 a.m. – 1:00 p.m.
MEMORANDUM

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

FROM: WMW Staff

DATE: July 1, 2019

RE: WDB Terms of Office/Nomination Committee

WDB Terms of Office

As of July 1, 2019, WMW staff has received 3 out of 17 board member applications. Below, is the list of all expiring seats and applications that have been received to-date. A reminder will be sent to all existing board members on July 8, 2019 and applications are due on July 31, 2019.

<table>
<thead>
<tr>
<th>Adult Ed: 1 seat</th>
<th>1 RECEIVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business: 10 seats</td>
<td>1 RECEIVED</td>
</tr>
<tr>
<td>Community-Based Organization: 1 seat</td>
<td>1 RECEIVED</td>
</tr>
<tr>
<td>Economic Development: 1 seat</td>
<td></td>
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<tr>
<td>Higher Ed: 1 seat</td>
<td></td>
</tr>
<tr>
<td>Labor: 1 seat</td>
<td></td>
</tr>
<tr>
<td>Organized Labor/Employer rep: 1 seat</td>
<td>1 RECEIVED</td>
</tr>
<tr>
<td>Public Assistance Agencies: 1 seat</td>
<td></td>
</tr>
</tbody>
</table>

Nomination Committee:

As determined at the WDB meeting on June 10, 2019, the following members have been designated as the Nomination Committee: Mark Bergsma, Cindy Brown, Heather Gluszewski and Dave Smith.