



**Executive Leadership and Strategic Engagement Committee Meeting  
of the West Michigan Works! (WMW) Workforce Development Board (WDB)**

**<https://westmiworks-org.zoom.us/j/91709637316>**

**Meeting ID: 917 0963 7316 Passcode: 516069**

**Dial by your location: +1 929 436 2866 US**

**Monday, January 11, 2021 • Meeting 11:30 a.m. – 1:00 p.m.**

**AGENDA**

- |   |                         |
|---|-------------------------|
| 1. Call to Order, Roll Call   |                         |
| 2. Public Comment – Agenda Items  |                         |
| 3. Approval of the November 16, 2020 Minutes  | <b>Action Required</b>  |
| 4. Strategic Plan/Solutions Driven Subcommittee<br><i>Mark Bergsma, WDB Chairperson</i>     | <b>Information Item</b> |
| 5. Going Pro Talent Fund (GPTF) Update<br><i>Amy Lebednick, Business Solutions Director</i> | <b>Information Item</b> |
| 6. WDB Meeting Agenda: February 8, 2021<br><i>Jacob Maas, Chief Executive Officer</i>       | <b>Discussion Item</b>  |
| 7. Other Business   | <b>Discussion Item</b>  |
| 8. Public Comment   |                         |
| 9. Adjournment  |                         |

**Next Scheduled Executive Committee Meeting: March 8, 2021**



**Executive Committee Meeting  
West Michigan Works! (WMW) Workforce Development Board (WDB)**

<https://westmiworks-org.zoom.us/j/96291588461>

**Meeting ID: 962 9158 8461**

**Passcode: 162929**

**Dial by your location: +1 929 436 2866 US**

**Monday, November 16, 2020 • Meeting 11:30 a.m. – 1:00 p.m.**

**MINUTES**

**Members/Alternates Present:** Mark Bergsma, Cindy Brown, John Buchan, Jay Dunwell, Jim Fisher (Ex Officio Member), Jon Hofman, Shana Lewis, Sherry White

**Members/Alternates Absent:** Heather Gluszewski, Rebecca Herrington, Scott McLean

**Staff Present:** Jacob Maas, Angie Barksdale, Brenda Isenhart, Amy Lebednick, Brittany Lenertz, Janette Monroe, Tawanna Wright

**Guests Present:** None

1. Call to Order and Roll Call with member locations taken at 11:30 a.m.
2. Public Comment- Agenda Items- None
3. Approval of the September 21, 2020 Minutes **Action Required**  
**Motion – Jon Hofman**  
**Second – Shana Lewis**  
**Item Approved – Motion approved**
4. Report on Financial Activities: Notes to September 2020 Board Financials **Information Item**  
 Brenda Isenhart, Chief Financial Officer, reviewed ACSET’s statement of revenue and expenditures for the three months ending September 30, 2020. Brief discussion took place. Brenda and staff answered board members’ questions.
5. Michigan Works! Association Board Restructure **Action Required**  
 Angie Barksdale, Chief Operating Officer, reported that the Michigan Works! Association (MWA) has announced the restructuring of its Board of Directors in 2021 since originally founding in 1987. Angie reviewed that the restructured board of Directors will provide streamlined leadership and innovation so the Michigan Works! system can continue to use its time-tested, demand-driven model for delivering world-class workforce services to Michigan’s jobseekers and employers. Angie reviewed the document provided in the board packet. Angie stated that the MWA recommends filling two (2) seats from each of the 16 MW Agencies to be appointed, which includes a key leadership staff person along with a WDB member representing the region, and possibly “at-large” members in the future. Angie reported that in January 2021 the restructure will begin to be administered. Shana Lewis has currently been filling this seat on the Association’s board, along with Jacob Maas, Chief Executive Officer of West Michigan Works! Shan indicated she is excited of the restructuring due to disconnect that have occurred over the years and appreciate the leadership. Jacob thanked Shana for being willing and able to be on the board, and requested if she will continue to serve. Shana stated she is honored to serve in this role on behalf of West

Michigan Works!. Angie stated that the next step is a formal approval will need to take place to appoint Shana Lewis and Jacob Maas to the MWA Board of Directors. Discussion took place on the nomination process required by Association to have a formal vote rather than just a nomination as done in years past. Angie stated that the Executive Committee has authority to appoint members to committees and represent in other places. Angie stated it can happen with the Executive Committee, or we can take the full WDB in December. Jim Fisher, made a motion to appoint Shana Lewis and Jacob Maas to the newly restructured MW board.

**Motion – Jim Fisher**

**Second – Sherry White**

**Item Approved – Motion approved**

6. WDB Meeting Agendas **Discussion Item**
- a. December 14, 2020  
Jacob Maas reported that WMW staff would like to discuss the upcoming December 2020 and WDB meetings. Jacob reported that the Employer, Partner of Year and Impact Award winners will be recognized at the annual meeting. Jacob noted that staff are working on the presentation and annual report. Jacob noted that staff plan to invite community members to attend the virtual meeting.
- b. February 8, 2021 **Action Required**  
Jacob Maas reported that WMW staff would like to discuss the February 8, 2021 meeting. Jacob requested that if Executive Committee members had recommendations for guest speakers to let staff know.
7. Other Business **Information Item**
- a. Election Results  
Jacob Maas reported that with the results of the general election taking place in November 2020, will come new administration at various levels of federal, state and local jurisdictions. Discussion took place. Jacob reported that the Legislative Subcommittee will likely reconvene in early 2021 and will look at continuing legislative visits soon. The subcommittee will then continue to provide updates to the WDB.
8. Addition from Board Member, Jay Dunwell (Wolverine Coil Spring Inc.)  
Jay Dunwell indicated that Wolverine Coil Spring is having a difficult time maintaining employees due to COVID-19. Jay requested suggestions, thoughts, ideas from staff and the committee members. Discussion took place. Brittany Lenertz, Talent Solutions Director, reported that WMW is currently working with Johnson Research Institute to create a survey which is slated to be sent out to unemployed individuals in hope to drive data on why they are not seeking work. Committee members requested to see the list of survey questions before they go out and thanked staff for working on this. Amy Lebednick, Business Solutions Director, reported that staff are working with the Industry Talent Councils to try and find innovative, universal best practices and ways of closing the gap between employers finding qualified talent to fill their needs for workers. Amy reported that the councils are also planning to include viable resources that could be beneficial to employers to assist them in retaining their employees and/or potential talent onboarding.
9. Public Comment – None
10. Adjournment at 12:41 p.m. by Chairperson Mark Bergsma

Recorded by: \_\_\_\_\_ Received by: \_\_\_\_\_